REVISED SELF-STUDY REPORT FOR RE-ACCREDITATION (CYCLE - 2)
2017

[PREPARED BY IQAC, DEMOW COLLEGE]
DEMOW COLLEGE, DEMOW
P.O. – DEMOW
PIN – 785662
DIST. – SIVASAGAR, ASSAM

Submitted to

National Assessment and Accreditation Council

P.O. Box No – 1075

Nagarbhavi, Bangalore - 560072

DEMOW COLLEGE

DEMOW-785662
Sivasagar, Assam

Estd- 1970

Ph.-03772-226604

Ref No. : DC/NAAC/2017/10

Dated 16/02/2017

To

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

Sub.: Submission of Hard copies and one soft copy (CD) of revised SSR of Demow College.

Ref: Your e-mail dated 8th February, 2017

Sir,

With reference to the subject cited above, I have the honour to send herewith five hard copies and one soft copy (CD) of revised SSR which has been re-uploaded in our college website www.demowcollege.org on 16.02.2017 as instructed from your kind end.
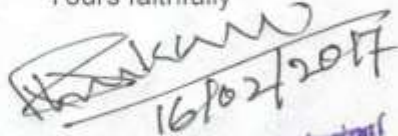
This is for your information and needful action.

With regards

Enclosures:
1. Five hard copies of revised SSR
2. One soft copy (CD)

Yours faithfully

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

DEMOW COLLEGE

DEMOW-785662
Sivasagar, Assam

Estd- 1970

Ph.-03772-226604

Ref No. DC/NAAC/2017/08

Dated.16/02/2017

To

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P.O. Box No. 1075
Nagarbhavi, Bangalore, 560072

Sub.: Re-uploading of revised Self Study Report for reaccreditation

Ref: Your e-mail dated 8th February, 2017

Respected Sir,

I have the honour to inform you that the revised Self Study Report for reaccreditation of Demow College, Demow, 2017 has been re-uploaded in the college website www.collegedemow.org today, the 16th February, 2017. The SSR link has been provided below.

http://www.demowcollege.org/SSRR.pdf

This is for your kind information and perusal.

With regards

16/02/2017

(Dr. D.K. Phukan)
Principal
Demow College, Demow
Sivasagar, Assam

DEMOW COLLEGE

DEMOW-785662
Sivasagar, Assam

Estd- 1970

Ph.-03772-226604

Ref No. : DC/NAAC/2017/11

Dated 16/02/2017

To

CAPU EAST AND NORTH EAST
National Assessment and Accreditation Council
Nagarbhavi
Bangalore-5600072
Karnataka

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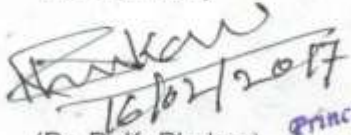
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(Dr. D.K. Phukan) Principal
Principal Demow College
Demow College, Demow
Sivasagar, Assam

DEMOW COLLEGE

DEMOW-785662
Sivasagar, Assam

Estd- 1970

Ph.-03772-226604

Ref No. : ....

Dated 16/02/2017

Declaration by the Head of the Institution

I certify that the data/information furnished in the Self Study Report (SSR) is true to the best of my knowledge and belief.

The SSR has been prepared by the institution after internal discussion; and no part of this has been outsourced thereof.

I am aware of the fact that the Peer Team will validate the information provided in this SSR during their visit.

16/02/2017

(Dr. D.K. Phukan)
Principal
Demow College, Demow
Sivasagar, Assam

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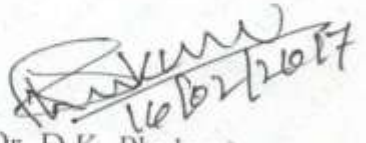Ref No. Dated.16/02/2017

CERTIFICATE OF COMPLIANCE

I do hereby certify that the Demow College, Demow, Sivasagar, Assam fulfils the norms-

iv. Stipulated by the affiliating university

v. Regulatory Council Body such as UGC, Govt. of Assam, Dibrugarh University and Assam Higher Secondary Education Council and

vi. The affiliation and recognition is valid as on date.

It is noted that the accreditation of NAAC, if granted, shall stand cancelled automatically once the institution loses its university affiliation or recognition by the regulatory council as the case may be. In case the undertaking submitted by the institution found to be false, the accreditation given by the NAAC will be liable to be withdrawn. It is also agreeable that the undertaking given by the institution will be displayed on the college website.

(Dr. D.K. Phukan)
Principal
Demow College, Demow
Sivasagar, Assam

A. PREFACE

Demow College was established in 1970 as a premier higher educational institution at the centre place surrounding 3 mouzas and 11 numbers of tea gardens inhabited mostly by tea garden labourers, ST, SC and OBC communities. The public enthusiasm for setting up of a college was inspiring and the local public came forward with a helping hand. Since its establishment, the College has been striving to fulfill the desire to offer higher education to the diverse and under-privileged section of the society.

Vision:

The stakeholders of the Institution together with its management authority are visioning to build up Demow College as a centre of excellence and of academia for spreading updated knowledge of the world and promoting capability of the student community for the well being of the society and the nation.

Mission:

With that vision, the College sets its mission in the multi-cultural and multi-ethnic setting to promote social harmony and the quality of the learners and the faculty members, while involving in academic exercises and arranging the outreach programmes.

The College is affiliated to Dibrugarh University, Assam and is registered with UGC under 2(f) and 12B Regulation. The College was brought under Deficit System of Grants-in-aid in 1985 and has been provincialised w.e.f. 01.01.2006 by the govt. of Assam.

The College admits students strictly on the basis of merit. It offers ample scope to the students to develop their finer potentialities in art, culture and literature and sports events through competition and participation in various events in the College.

The faculty members are constantly trying for achieving the targeted vision of the Institute. Remedial programmes are in built in the regular teaching-learning process. Regular teaching is supplemented by field studies, project works, seminars, popular talks and group discussions.

The College authority, the faculty members and the students take a solemn pledge to make sincere and sustain endeavor to realize the vision into reality.

B. EXECUTIVE SUMMARY- THE SWOC ANALYSIS

Demow College, established as back as in 1970 as a premier rural institution of the district of Sivasagar, has been imparting higher education in the discipline of Arts to the students of varied socio-economic backgrounds of diverse religious and linguistic sects. Established by the founders with a mission of providing higher education, the institute has been facilitating provisions for achieving the desired goals.

Accredited by NAAC in 2004 with 'C^{++}' grade, the Demow College has been moving ahead with distinctive initiatives to uphold the mission, vision and pursuit for excellence. The institution volunteers for the second cycle of accreditation and the exercise of compilation of the SSR is a part of the mission of the college for quality improvement and self-evaluation. While preparing the SSR, the institute keeps in mind to reflect objectivity and threadbare drawbacks that encounters the institute. In spite of all, the institute has been successful in creating a congenial atmosphere for the stakeholders.

Criterion I: Curricular Aspects

The curriculum of the B.A. programme is designed by the affiliating university of Dibrugarh. Till introduction of semester system, there was 3 year degree course. Select senior teachers and librarian of the college are members of different academic committees of the Under-graduate Board of Studies of the university. Besides the regular under-graduate courses, the college is running higher secondary courses as per Assam government's regulation and under-graduate courses under K.K. Handiqui State Open University. Curriculums for the courses are designed by the concerned council and Open University respectively. The institute offers short-term courses on Spoken English and 3 Month Certificate Course in Computer Literacy Programme. The college authority deputes senior teachers for participation in curriculum related workshops, symposia etc.

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.

Criterion II: Teaching-Learning and Evaluation

The Academic Committee of the college has been vested for maintenance of all the matters related to teaching-learning and evaluation. The prospectus and the college website provide relevant information about issue of admission forms, last date of submission of admission forms and the date of admission. Transparency in the admission

process of the students is maintained by selecting students on purely 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 of the government is followed in admitting the students. The college imparts education in Arts faculty only in the subjects of Assamese, English, Economics, History, Political Science, Sociology and Education. Major course is offered in all the seven subjects. There are 20 permanent, 4 on non-sanctioned basis and 4 temporary teachers. The faculty members have adopted innovative teaching-learning methods by using smart board, LCD projectors, field works, visits and socio-economic surveys. Academic support, both personal and financial, is provided to the needy students. The books and journals in the library have been added. The library is equipped with Wi-Fi and N-List facilities. Construction works for digital library and virtual classroom have been completed and these are used for the benefit of both teacher and taught.

The college prospectus contains the brief information about the process of evaluations which is given to each student admitted to the college and each departmental head. In addition to that the copy of academic calendar, examination and information regarding evaluation process supplied by the affiliating university are supplied to the HoDs of each department for circulation within the department.

To make aware of the evaluation process, the exam schedule, fixing of exam dates and the declaration of results, notices are given on the specified notice board for the students and the faculty members in addition to information supplied in the College prospectus and website.   All concerned are made aware of it by holding plenary lecture at the very beginning of the session particularly to the new comers admitted into the first semester class of the degree course.

Evaluation reforms have been initiated by the affiliating Dibrugarh University together with implementation of the semester course at the under-graduate 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.

Assessment of achievement of the students is done both through internal assessment (class attendance, performance in the internal examinations, field works, project works etc.) and external examination conducted by the affiliating university.

In the final examination of 2016 conducted by the affiliating university, 6 students have bagged 1st Class in respective departments.

Criterion III: Research, Consultancy and Extension

The Research Advisory Cell has been making constant efforts to build a research culture amongst the teachers and the taught. The Cell encourages the teachers for pursuing research work and inculcates the scientific temper and research culture amongst the students by encouraging them to use ICT, to attend national seminars/workshops, to go in for field works for data collection, analysis and presentation of project reports. Since the last visit of NAAC's peer team, there has been an increase in research projects being taken up and 1 major and 4 minor projects sponsored by UGC/UGC NERO have been completed and submitted. The principal, the faculty members and the librarian have published various research articles in different regional, national and international seminar publications. 3 seminar publication volumes have been published by the institution.

Though professional consultancy services have not been initiated, the faculty members provide cost-free service in their respective expertise field to the society/organization or individual person concerned when approached for.

Extension service plays a pivotal role in community development. The institute holds extension programmes through NSS, NCC and Women's Study and Development Cell in the areas of yoga, World Heart Day, awareness programmes on health hygiene and environmental awareness programmes both at institutional level and in the nearby villages. The departments also hold extension classes in nearby high/higher secondary schools and junior colleges as a part of the institution's extended community service.

Criterion IV: Infrastructure and Learning Resources

The college has a campus of 22 bighas of land (29431.68 sq.mts). The total built up area is 50207.76 sq.ft. (4664.45 sq.mts.). In the arena of infrastructure and learning resources, the institution is striving hard to tap all available sources and to put up a systematic effort in order to maintain adequacy in infrastructure considering the increasing enrolment. After the introduction of semester system by the Dibrugarh University in the year 2011, the college envisioned problems of accommodating various classes as per schedule. However, with the pragmatic approaches of the management, the problem of accommodating students in respective classes has been improved. For different curricular and co-curricular activities, infrastructures are added to meet the demand. Classroom transactions are held in Lahoty Hall (Ground +1st Floor), Anand Prakash Building, 1st Floor in the UGC building, Tea Board building (Ground +1st Floor), Auditorium building and New UGC building. The Girls' Common Room is near the

Principal's office. The newly constructed building houses the departments and the 1st floor would specially be utilized as Virtual Classroom. A digital section and a spacious reading room have been constructed which is attached to the central library. The Administrative Block comprises of Principal's chamber, IQAC room, Head Assistant's room and the office with computer facility. Students' Union Room, Day Care Centre and the old teachers' common rooms are adjacent to the administrative block. In the second campus, newly constructed Women's Hostel with warden's quarter is stalled. Construction of Sports Complex (Indoor Stadium) has been completed with financial assistance from the UGC. As the institution is located in a rural area, students prefer to continue their studies from home. Hence, there is no boarder in the Tea Tribes' Boys' Hostel and Women's Hostel. However, the college plans for new administrative block and library block in near future.

Criterion V: Student Support and Progression

The college publishes its prospectus each year before the commencement of the course and admission of the students. The mission and vision of the college have been laid down in the prospectus; the information about the institution and its commitment and responsibility are well-documented in it. The college website www.demowcollege.org carries updated information for students and other stakeholders. The institute provides facilities for economically weaker/ST/SC/OBC/Physically Challenged in matters of reservation, benefits of book bank and free studentship and scholarship. Students of the institute are taken to other institutions of higher learning, industrial site, bio-diversity area and for field trips. In matters of career counselling, resource persons provide guidance for academic and personal level. The teachers unit of the college also helps the students in choosing the right career. College magazine is published annually. Students of the college also contribute articles on different topics in the wall magazines published by the students' union of the college. Students that excel in sports arena are being provided special facilities such as organizing felicitation programmes, free admission and relaxation in attending regular classes. The annual college week provides students an exposure to extra-curricular activities. The institute encourages the students to participate in the inter-college programmes organized by Dibrugarh University. The first ever Inter College Handball Championship under Dibrugarh University has been organized by the institute and the college team (both men and women) has been adjudged as the best team. Some of the select students have also participated in national and state level championships in handball. Students are led to participate in varied programmes under

NCC, NSS, Red Ribbon Club and Women's Study and Development Cell. There is a democratically elected students' union body in the college. The Grievance Redressal Cell in the institution hears the grievances of the students and their grievances are met as far as possible. It is a matter of pride that as many as 57 nos. of NCC cadets have been absorbed in military, paramilitary, state fire service, Assam Police, Assam Police Battalion and in Indian Railways.

For progression to higher level of education for general and professional courses, the students are encouraged by the respective department on the vitality, potentiality and prospects of the students concerned. The outgoing students are counselled by the IQAC and the student counselling committee informing them the opportunity opened for higher studies and the institutions available for such programmes.

Criterion VI: Governance, Leadership and Management

The governing body of the college is the top management body to which the Principal of the college acts as the secretary. The president of the body is a renowned academician. The body designs the management and administrative policy. The Principal/Secretary of the college implements the policy with active cooperation of the faculty members of the institution. The Principal/Secretary plays the leading role in the governance and management of the institution ensuring transparency in the functioning of the college. The body is constituted with the inclusion of 2 members from the teaching staff, 1 member from the non-teaching staff, 1 donor member, 2 university nominees and 3 guardian members out of whom one is a lady member.

The college authority gets involved each and every member of the college fraternity in the academic and curricular works of the college in addition to their rendering normal services by incorporating them into various committees constituted in the college as per need and directive of the state government. The leadership amongst the faculty members has been groomed by incorporating them in various sub-committees. Amongst the student community, the leadership quality has been groomed by constituting the students' union for each academic session.

Criterion VII: Innovations and Best Practice

The institution tries to adopt innovative mechanisms for teaching-learning process. Use of ICT is one of them which have created a positive impact on functioning of the college. The admission system has been fully computerized. Online communication to different bodies is a regular feature of the institution. The teaching-learning process has been initiated with smart boards, LCDs and N-List facilities.

The participatory management practice has been implemented in the institution in order to achieve the goals for attaining quality assurance, transparency and academic growth and sustenance of healthy academic environment.

For sustainable livelihood, growth and challenges encountered by present generation, the institute aims at achieving the goals by organizing national awareness programme on bio-diversity and conservation of forest for sustainable livelihood. Continuing its efforts, the institution organizes national seminar on Environmental Issues and their solutions in the North East India.

The faculty members hold group discussions amongst the degree students for developing a critical bent of mind which help them immensely to go for larger responsibilities of life.

The institution makes it a mission to help the feeder schools in the arena of academic upliftment. Each department of the college has undertaken Academic Extension Classes in the nearby high/higher secondary schools and junior colleges.

Library, as a resource centre, is a hub for knowledge seekers. The librarian organizes Library Orientation Classes for the students to make them aware of various knowledge information sources. As a part of extension activity of the library, the librarian is also organizing Library Orientation Classes in the nearby educational institutions.

SWOC ANALYSIS

Strength

- Demow College is the foremost institution of higher learning of Thowra Legislative Constituency surrounded by 3 Mouzas and 11 nos. of Tea Gardens.
- The institution caters the need of rural youths aspiring for higher education mostly belonging to economically backward families of the locality.
- The Arts faculty was opened in 1970 and was taken over by the Govt. of Assam under Deficit grants-in-aid system in 1985 and subsequently provincialised w.e.f. January 1st, 2006.
- Infrastructural facility to the teachers and taught has been considerably added.
- ICT facilities, both for faculty and students, have been extended.
- Study centre for Krishna Kanta Handiqui State Open University has been functioning.
- Sports complex (indoor stadium) has been opened.
- Continuation of GDA Grant from UGC.

- Continuation of Academic Extension Classes in nearby High/Higher Secondary Schools and Junior Colleges by faculty members.
- Research culture in the institution is evident from the fact that out of total 21 faculty members, four are Ph.D. holders (two of them retired on 31.09.2014 and 30.06.2016), three sanctioned Associate and Assistant Professors are pursuing Ph. D. and two Non-sanctioned are also pursuing Ph.D. programmes. Four Minor Research Projects and one Major research Project have been submitted sanctioned by the UGC.
- 57 nos. of NCC cadets have so far been appointed in different military and para-military forces of the State Govt. of Assam as well as the Govt. of India.
- Stable power supply during working hours and provision for pure drinking water facility.

Weakness

- Limited number of sanctioned post in teaching and non-teaching staff.
- Language communication gap particularly in English is also a major weakness of the students since a major chunk of students come from vernacular medium schools.
- Lack of hostel facility for boys is also a major weakness of the institution.
- In spite of the best efforts by the authority and the faculty members, the institute is experiencing a high drop-out rate in general course. This may be attributed to disadvantaged family background of the students.
- Lack of adequate interactive zeal among some of the students.

Opportunities

- There is better scope for growth and development of the institute for establishment of science faculty, new administrative and library block in the unutilized area of the college campus.
- To open PG courses with added infrastructural facility.

Challenges

- Since the Higher Secondary section of the state has not been bifurcated, the students of the semester courses have suffered a lot as no teacher is appointed for HS section by the state govt.
- There is a brain drain of meritorious and talented students to the urban colleges and institutions.

- The student-teacher ratio is very high causing harm to perform teaching-learning activities.

C. PROFILE OF THE COLLEGE

1. Name and Address of the College:

Name	DEMOW COLLEGE	
Address	P.O.: DEMOW, PIN: 785662, SIVASAGAR	
City	SIVASAGAR	State: ASSAM
Website	demowcollege.org	

2. For communication:

Designation	Name	Telephone with STD code	Mobile	e-mail
Principal	DR. DEVA KANTA PHUKAN	03772226604 (Office)	09435055228	drdevakanta@yahoomail.com
Vice-Principal	MR. ANIL BORGOHAIN	03772226604 (Office)	09854233104	anil.borgohain@yahoo.com
Steering Committee Coordinator	MR. TARUN CHANDRA DUTTA	03772226604 (Office)	09435832282 08472096850	dutta.tc@rediffmail.com

3. Status of the Institution:

Affiliated College	✓
Constituent College	
Any Other (Specify)	

4. Type of Institution:

a. By Gender:

i. For Men	
ii. For Women	
iii. Co-education	✓

b. By Shift:

i. Regular	✓
ii. Day	✓
iii. Evening	

5. Is it a recognized minority institution?: **No**

6. Sources of funding:

Government	✓
Grant-in-aid	
Self-financing	
Any other	

7. a. Date of establishment of the college: 2**6/07/1970**

b. University to which the college is affiliated/or which governs the college (if it is a constituent college): **Dibrugarh University, Assam**

c. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks (if any)
i. 2 (f)	19/06/1998	Ref.F.8-34/97(cpp-i)

ii. 12 (B)	19/06/1998	Ref.F.8-34/97(cpp-i)

(Enclosed the certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act.)

   d. Details of recognition/approval by statutory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.): **Nil**

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC) on its affiliated colleges?

Yes	
No	✓

9. Is the college recognized

   a. By UGC as a College with Potential for Excellence(CPE)

Yes	
No	✓

   b. For its performance by any other governmental agency?

Yes	
No	✓

10. Location of the campus and area in sq. metres:

Location	Rural
Campus area	**22 Bighas (316800** sq.ft/**29431.683072** sq.mt)
Built up area	**50, 207.76** sq.ft/**4664.45** sq.mt.

11. Facilities available on the campus (tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities

Yes	i) One Lecture cum Auditorium Building ii) One Conference Hall cum Virtual Classroom

- Sports facilities

Play Ground	Internal Playground i. One Volleyball Ground ii. One Handball Ground
Swimming Pool	Nil
Gymnasium	Nil
Others	One indoor stadium (Sports Complex)

- Hostel

➤ Boys' hostel:

i. Number of Hostels	01
ii. Number of inmates	Nil
iii. Facilities	i) Tube well ii) Toilets iii) Dining Hall iv) Boundary Wall

➤ Girls' hostel:

i. Number of Hostels	01
ii. Number of inmates	Capacity of Inmates=20 (Currently Nil)
iii. Facilities	i) Running water ii) Electricity iii) Toilets iv) Dining hall v) Kitchen with store vi) Well protected iron grills vii) Well-equipped furniture

➤ Working Women's hostel: **Nil**

- Residential facilities for teaching and non-teaching staff (give numbers available-cadre wise): **Nil**

- Cafeteria- **Yes**

- Health centre- **Nil**

First aid	✓
Inpatient	---
Outpatient	---
Emergency Care Facility	---
Ambulance	---

Health centre staff- **Nil**

	Full-time	Part-time
Qualified Doctor	Nil	Nil
Qualified Nurse	Nil	Nil

- Facilities like banking, post office, book shops: **Nil**

- Transport facilities to cater to the needs of students and staff: **Nil**

- Animal house: **Nil**

- Biological waste disposal: **Nil**

- Generator or other facility for management/regulation of electricity and voltage: **Yes**

- Solid waste management facility: **Nil**

- Waste water management: **Nil**

- Water harvesting: **Nil**

12. Details of programmes offered by the college (Give data for current academic year 2015-16)

Sl. No.	Programme Level	Name of The Programme/Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned /Approved Student Strength	No. of Students Admitted
1	Under-Graduate	Bachelor of Arts	3 Years (Semester System)	Higher Secondary Pass	English & Assamese	300	300
2	Under K.K. Handiqui State Open University (Distance Mode)	i. B.A.	3 Years (Semester System)	Higher Secondary Pass	English & Assamese	100	31
		ii. B.P.P.	2 Years (Annual System)	Under Matric	English & Assamese	100	18

13. Does the college offer self-financed Programmes?

Yes	✓
No	

If 'yes', how many? **Four**

   i. Spoken English Course (3 Months duration)

  ii. Computer Literacy Programme (3 Months duration)

  iii. B.A. under KKHSOU

  iv. B.P.P. under KKHSOU

14. New programmes introduced in the college during the last five years if any?

Yes	✓	No	

15. List the Departments: (respond if applicable only and do not list facilities like library, Physical Education as departments unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subject for all the programmes like English, regional languages etc.

Faculty	Departments	UG	PG	Research
Arts	History, Political Science, Education, Economics, Sociology.	05	Nil	Nil
Under K.K. Handiqui State Open University (Distance Mode)	i. Pass Course: Environmental Studies, Disaster Management, Computer Application, Studies of Assamese Culture and	05	Nil	Nil

ii. Office Management Course: Political Science	Major	01	Nil	Nil

16. Number of Programmes offered under (Programmes means a degree course like B.A. B.Sc, M.A., M. Com.)

a. Annual System	B.A. (1+1+1) up to 2013
b. Semester System	i. B.A. under Dibrugarh University (introduced since 2011) ii. B.A. (KKHSOU)
c. Trimester system	---

17. Number of programmes with-

a. Choice-Based Credit System	Nil
b. Inter/ Multidisciplinary Approach	**03** i. Tourism and Travel Management ii. Environmental Studies ii. Communicative Skill
c. Any other (specify and provide details)	Nil

18. Does the College offer UG and/or PG programmes in Teacher Education?

Yes	
No	✓

19. Does the College offer UG and/or PG programmes in Physical Education?

Yes	
No	✓

20. Number of teaching and non-teaching positions in the Institution: (2015-16)

Position	Teaching Faculty						Library/Non-teaching Staff		Technical Staff/Grade IV	
	Professor		Associate Professor		Assistant Professor		M	F	M	F
	M	F	M	F	M	F				
Sanctioned by the State Govt. Recruited	-	-	05	07	05	01	05 (Including Librarian having Associate Professor Scale of Pay)	-	02	-
Non-sanctioned/ Contractual/Part Time	-	-	-	-	-	08	-	-	04	01

21. Qualifications of the Teaching Staff: (2015-16)

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
I. Permanent Teachers							
D.Sc./D.Litt.	---	---	---	---	---	---	---
Ph.D.	---	---	02	01	---	---	03
M.Phil.	---	---	01	---	03	01	05
PG	---	---	04	06	02	00	12
II. Temporary Teachers							
Ph.D.	---	---	---	---	---	---	---
M.Phil.	---	---	---	---	---	04	04
PG	---	---	---	---	---	00	00
III. Part-time Teachers							
Ph.D.	---	---	---	---	---	---	---
M.Phil.	---	---	---	---	---	---	---
PG	---	---	---	---	---	04	04

22. Number of Visiting Faculty/Guest Faculty engaged with the college: **Nil**

23. Furnish the number of the students admitted to the college during the last four academic years:

Categories	Sem. I,II, IIIrd Sem.							
	Year 1 2012-13		Year 2 2013-14		Year 3 2014-15		Year 4 2015-16	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	08	06	08	06	12	11	09	09
ST	19	28	32	30	27	38	35	34
OBC/MOBC	128	166	134	173	118	158	150	195
General	19	18	23	16	09	10	16	14
Others/Tea Tribes	--	--	--	--	--	--	08	08
Total	174	218	197	225	166	217	218	260

*The figure showing the number of students excludes students of HS classes.

Source: Office of the Principal, Demow College

24. Details on students enrolment in the college during the current academic year (2015-16):

Type of Students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	478	Nil	Nil	Nil	478
Students from other states of India	Nil	Nil	Nil	Nil	Nil
Foreign Students	Nil	Nil	Nil	Nil	Nil
Total	478	Nil	Nil	Nil	478

25. Dropout rate in UG and PG (average of the last two batches 2013-14, 2014-15)

UG	Year					
	2013-14		Dropout Rate	2014-15		Dropout Rate
	Appeared	Passed		Appeared	Passed	

	50	39	22%	115	75	34.79

26. Unit cost of Education: (Excluding HS students)

(Unit cost= total annual recurring expenditure (actual) divided by total number of students enrolled)

	Unit Cost of Education (in Rs.)						
	2009-10	**2010-11**	**2011-12**	**2012-13**	**2013-14**	**2014-15**	**2015-16**
*Including the salary component	33,192/-	55,604/-	28,639/-	65,181/-	76049/-	81667/-	78107/-
**Excluding the salary component	10,573/-	16,203/-	7,656/-	2,517/-	12615/-	13973/-	13567/-

*Unit Cost including salary= $\dfrac{(Salary+Non\ Salary\ Expenditure)}{Number\ of\ Students}$

**Unit Cost excluding salary= $\dfrac{(Total\ Expaenditure - Salary\ Expenditure)}{Number\ of\ Students}$

27. Does the college offer any programme/s in distance education mode (DEP)? : **Yes**

If yes,

(a) Is it a registered centre for offering distance education programmes of another university?: **Yes**

(b) Name of the University which has granted such registration.

> i.   IGNOU (2008-2012)
> ii. KKHSOU, Assam (from 2012 onwards)

(c) Number of programmes offered:

    i. **03 (BPP, BA and PG under Convergence Scheme of IGNOU up to 2012)**

    ii. **02 (BPP and BA under KKHSOU from 2012 onwards)**

(d) Programmes carry the recognition of the Distance Education Council: **Yes**

28. Provide Teacher-Student ratio for each of the programme/course offered:

a)

B.A. Semester Programme under Dibrugarh University	Year (Excluding HS Students)			
	2012-13	**2013-14**	**2014-15**	**2015-16**
Number of Teacher	29	29	29	29
Number of Student	392	422	383	478
Ratio	**1:14**	**1:15**	**1:13**	**1:16**
B.A. Semester Programme under Dibrugarh University	Year (Including HS Students)			
	2012-13	**2013-14**	**2014-15**	**2015-16**

Number of Teacher	29	29	29	29
Number of Student	777	849	744	799
Ratio	**1:27**	**1:29**	**1:26**	**1:28**

b)

B.A. Programme under KKHSOU	2013	2014	2015	2016
Number of Teacher	07	07	07	07
Number of Student	12	23	31	15
Ratio	**1:1.71**	**1:3.28**	**1:4.42**	**1:2.14**

c)

B.A. Programme under KKHSOU	2013	2014	2015	2016
Number of Teacher	07	07	07	07
Number of Student	12	23	31	15
Ratio	**1:1.71**	**1:3.28**	**1:4.42**	**1:2.14**

29. Is the college applying for Accreditation:

Cycle 1	
Cycle 2	✓
Cycle 3	
Cycle 4	
Re-assessment	

30. Date of accreditation: **08/01/2004 (Cycle-1)**

   Accreditation Outcome/Result: **C^{++}**

   (Enclosed copy of accreditation certificate and peer team report as an annexure.)

31. Number of working days during the last academic year: **222 Days (2014-15)**

32. Number of teaching days during the last academic year: **176 Days (2014-15)**

   (Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC): **06.11.2003**

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC:

   The Annual Quality Assurance Reports (2009-13) have been uploaded in the college website on **28.12.2015**.

   The AQARs (2013-14, 2014-15 and 2015-16) have been uploaded in the college website on **21.11.2016**.

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information) **None**

D. POST NAAC INITIATIVES

The Peer Team of National Assessment and Accreditation Council, Bangalore visited Demow College, Demow during 2003 and put forward suggestions for improvement in the quality of education keeping in view the existing facilities available in the institution. The Demow College authority has been striving hard for the fulfillment of the suggestions.

The following are the initiatives undertaken by the institution for fulfillment of the suggestions:

1. To introduce need-based and career oriented courses-Communicative English, Spoken English

- Since the introduction of skill-based courses in the semester system by Dibrugarh University, Dibrugarh, the paper on Communicative English has been incorporated in the course curriculum. The college has been running the course on Spoken English.

2. To increase teaching days

- The college authority has been trying to increase teaching days as per the recommendation put forward by the NAAC peer team. The Govt. of Assam has decreased holidays and some of the earlier holidays have been declared as restricted holidays. After the introduction of semester system by the affiliating university, the Puja vacation and other holidays have also been decreased as a result of which the teaching days have been increased.

3. Smaller classes or alternative teaching strategies should be adopted

- For management of the large classes, the authority provides the teachers with voice amplifiers and OHPs.

- The college authority has provided smart board, LCD projectors etc. as teaching aids for innovation and modernization of teaching methods.

4. Access to computers-both for teachers and office staff

- The college authority provided desk-top computers to each department. The computer operator of the college provides training to the users.

- The office is equipped with three computers and two printers. Examination works, communications with govt., university, UGC and RUSA have been done with internet facilities at the office.

5. To reduce drop-out rate and enhance success rate (remedial coaching)

- The drop-out rates of the institution are still alarming in spite of our best efforts. The students coming from various ethnic communities find it difficult to pursue their courses on grounds of socio-economic backwardness. Still, the faculty members pursue those on the verge of drop-outs by providing financial assistance and books by some of the faculty members to reduce drop-outs.

- For slow learners, extra and revisionary classes are undertaken by the faculty members to reduce the drop-out rate.

6. Installation of telephone with STD facility

- A land-line telephone with STD facility has been installed.

7. Procuring more books and periodicals and computerization of library

- The number of books has been increased. Presently, the central library has been equipped with 8944 text books, 1156 reference books and 08 numbers of journals (2015-16).

- 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.

- For convenience and upgrading the efficiency, the library services have been developed. A separate circulation counter has been installed for computerised charging and discharging of books. The book entry services have almost been completed.

8. Medical facility for both students and staff

- Since the FRU hospital is located 300 meters away from the college campus, the emergency health needs are addressed in that hospital.

9. To construct a hostel for boys of general category

- As most of the students of the college are from nearby localities and the expansion of communication facility, the student's community prefers to continue their studies from home rather staying at college hostel. Mention may be made that there is no inmate in the Tea Tribes' hostel presently.

10. To introduce calisthenics, aerobics, yoga etc. for wider participation of the students in physical education activities

- The IQAC organized *yoga* programme in collaboration with the Art of Living, an international level NGO. Besides this, the International Yoga Day has been observed in the college campus by the NCC wing of the college.

11. To involve the alumni and parents for continuous development of the institution

- 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.

- For continuous development of the institution, three guardian members of whom one is a lady member have been incorporated in the college Governing Body and suggest for upgrading quality and management of the institution.

12. To create a Research Advisory Cell with a need of inculcating research culture among the college teachers

- A Research Advisory Cell has been created in the college in 2009. Dr. Prafulla Hazarika was the founder coordinator of the cell. Now, Dr. Wakidur Rohman, the librarian of the college has been performing as the coordinator. Four teachers have received fund from the UGC so far for Major and Minor Research Projects and all these projects have already been submitted.

Besides the suggestions of the NAAC Peer Team, the college authority has been taking up the following activities for smooth teaching-learning activities:

i. Bio-metric machine has been used for attendance purpose (both teaching and non-teaching).
ii. Continuance of Language Lab for the benefit of students.
iii. Smart Board has been installed in the Virtual Classroom cum Conference Hall, Language Lab and in the library.
iv. Two Green Generators have been installed.
v. Fire extinguishers are stalled in the college.
vi. Hosting of first ever Dibrugarh University Inter College Handball Tournament.
vii. Setting up of NCC office room.
viii. Five national seminars have been organized.
ix. Publication of 3 seminar proceedings with ISBN.

x.   Annual Conference of the North East India Political Science Association held.

xi.   Separate common room for boys.

xii.   Construction of sports complex (indoor stadium).

xiii.   Construction of women's hostel.

xiv.   Separate departmental building for faculty members has been constructed.

xv.   The old library building has been fully renovated.

xvi.   Extension classes undertaken by the respective departmental faculty members in the nearby high and higher secondary schools.

xvii.   Construction of brick wall for the entire college campus has been in near completion.

A. CRITERIA-WISE INPUTS
CRITERION I: CURRICULAR ASPECTS

1.1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the Institution and describe how these are communicated to the students, teachers, staff and other stakeholders.

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.

Objectives:

The objectives of the institution as laid down in its prospectus are to impart higher education to promote qualitative and quantitative dimensions of student community fulfilling the personal, societal and national needs.

Demow College established long back in 1970 has been working as one of the premier degree colleges in a rural area of the region in imparting higher education, sets its goals and objectives to bring about improvement in the quantitative and qualitative dimensions of the student community.

With a nationwide outlook, the college has committed to provide profession-oriented knowledge and skill in its partner institution under Convergence Scheme of IGNOU in addition to continuation of general traditional academic programmes. It has been resolved to serve the society by introducing various courses of IGNOU under its convergence scheme.

The college sets its objectives of social change and development to be achieved through social involvement of the college fraternity by organizing awareness programmes and popular talks and NSS camps in the surrounding rural areas.

The goals and objectives of personality development among the students has been strived to be achieved in the institution upgrading the human values and cultures incorporating scientific outlook in holding outreach activities, games and sports, cultural

events apart from classroom instruction. The college sets its objectives for promoting the academic standard in teaching, learning and in other extracurricular activities.

To meet the vision of the college in a multi–cultural and multi-ethnic setting, the college plans to promote the social harmony and quality improvement of the student community inclusive of the college fraternity by holding seminar, workshop and group discussion from time to time.

It has been planned for increase in infrastructural facility to equip with the need of the institution. More so, the college has been trying its best to meet the challenges of time by improved and effective teaching learning process. Apart from teaching, students are encouraged to take part in project work, field studies, surveys etc.

The vision, mission and the objectives of the institution are communicated to the students and teaching departments by distributing the copies of college prospectus on payment of Rs. 100. The office assistants are the custodians of these and the stakeholders get the same through their wards and given on if so sought.

1.1.2. How does the Institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

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.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the university and/or institution) for effectively translating the curriculum and improving teaching practices?

The syllabus developed for a respective subject for the semester course by the Board of Studies at the affiliating university in collaboration with the representative faculty members from the college are accepted for a calendar year. This is implemented by the departments through their respective faculty members in that year.

1.1.4 Specify the initiatives taken up or contribution made by the Institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating university or other statutory agency.

The respective department at the university calls upon the Board of Studies meeting to plan, design and finalize the syllabus for different semester courses to be implemented in the following year.

1.1.5 How does the Institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

The institution is surrounded by a dozens of tea industry, a tea garden manager has been incorporated into the college governing body as donor member and his voice is heard.

Similarly, as the college works as feeder to the affiliating university, the expertise of the respective departments of the university are called upon from time to time to deliver special lecture, to act as resource person and to supervise some aspects of the college.

1.1.6 What are the contributions of the Institution and/or its staff members to the development of the curriculum by the university? (Number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

Teacher of a department is called upon to the BoS meeting (not each year) for discussion, plan and design and finalize the curriculum. The teachers represented from the college participate in such activity for implementation of a curriculum in the respective department in the next year.

Faculty members, if and when asked for, attend the BoS meeting in the respective department of the university and help in planning, redesigning and finalizing the curriculum.

So far, three members belonging to English, Economics and Sociology departments attend the Board of Studies meeting in the respective departments of the affiliating university, DU.

Department	Staff Member
English	One
Economics	One
Sociology	One

1.1.7 Does the Institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process (Needs assessment, design, development and planning) and the courses for which the curriculum has been developed.

Faculty members of the college transact the curriculum framed by the affiliating university in collaboration with selective college teachers in the BoS meeting for UG courses.

1.1.8 How does the Institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

To evaluate the achievement of the objective set in the curriculum, two sessional examinations are held for each semester course; group discussions and seminar presentations are held in addition to End-term exams.

1.2. Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc. offered by the institution.

The goals and objectives of the various certificate/diploma/skill development courses offered by this institution are to produce efficient, socially committed and well-educated employable graduates through their capacity development.

The range of various programmes and options available to the student in terms of certificate/diploma/skill development courses offered by the institution are –

   i. B.A. (General) under Dibrugarh University- Subjects covered-English, MIL (Assamese), Alternative English, Economics, Education, History, Political Science and Sociology.

   ii. B.A. (Major) in English, Assamese, History, Political Science, Sociology, Economics and Education under Dibrugarh University.

   iii. Under K.K. Handiqui State Open University- B.P.P. (General English, Basic Mathematics, MIL, Alternative English, Economics, Political Science and History)

Academic flexibility has been accorded in selecting the combination of subjects by the students in pass course (core) and in the major courses for progression and mobility of the students.

   a)

   i. For example, for the 1st and 2nd semester of the degree courses, two compulsory subjects and two optional subjects are offered.

   ii. In the 3rd semester, in addition to the two optional subjects taken in the 1st semester English and Communicative Skill subjects are offered.

iii. In the 4th semester MIL (Assamese/Alt. English) and Multidisciplinary Courses are offered in addition to two compulsory optional subjects offered in 1st and 3rd Semesters.

iv. In the 5th and 6th semesters, two optional subjects, a paper on Tourism Management Course are offered.

b) In the Major Course, the major subject offered continues from the 1st to the last semester. For academic flexibility in the 1st and 2nd semesters in addition to the major subject (one paper in each), two compulsory papers (English and MIL) and one optional subject (having one paper) are offered.

1.2.2 Does the Institution offer programmes that facilitate twinning/dual degree? If "yes', give details.

No dual degree is offered by the Institution.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

➢ **Range of Core/Elective options offered by the University and those opted by the college**

- So far seven core subjects permitted by the affiliating university and dittoed by the Govt. of Assam have been opted by the college for imparting/transacting the course curriculum of the same subjects to the students. However, options offered by the university have been confined to arts stream only by the college considering the constraints of the institution and its viability.

- The core subjects range from General English, Regional Language to specific subjects such as Sociology, Political Science, Education, History and Economics.

➢ **Choice Based Credit System and range of subject options**

- Choice Based Credit System has not been introduced in the colleges the affiliating university.

➢ **Courses offered in modular form**

Nil

➢ **Credit transfer and accumulation facility**

- No courses on modular form, credit transfer and accumulation facility have not been introduced.

➢ **Lateral and vertical mobility within and across programmes and courses**

- The college offers limited mobility within and across the Programme. The student can opt for core and major subjects.

  After completion of the course only, there is possibility of vertical and lateral mobility.

➢ **Enrichment courses**

- The existing courses are enriched by organizing workshop/group discussion/departmental seminar for personality development, for promotion of communicative skill and preparing the students to appear in the different interview/selection board for jobs.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The Institution offers self-financed course of distance mode under the K.K. Handiqui State Open University (KKHSOU). Students admitted under distance education system are not the students admitted under general regular course.

1.2.5 Does the college provide additional skill-oriented programmes, relevant to regional and global employment markets? If 'yes', provide details of such programme and the beneficiaries.

The following subjects have been incorporated in the General (Core) and Major course for the skill development of the students and their vertical mobility. These are-

i.Communicative Skill

ii.Multi-disciplinary Course

iii.Tourism and Travel Management

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If 'yes', how does the institution take advantage of such provision for the benefit of students?

Taking up of General Course under the university and the course under distance mode of education simultaneously is not allowed. However, one may choose any one of the mode of education.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

Select faculty members, when asked for attending BoS Meeting at the department of the affiliating university, provide the necessary inputs discussed in the respective department of the college.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

The syllabus is updated to suit the need of time and the necessity of the students to cope with the dynamic employment market. College teachers represented in the Board of Studies meetings collaborate in updating the course curriculum.

1.3.3 Enumerate the efforts made by the institution to integrate the cross- cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc. into the curriculum?

Accordingly, new topics such as gender issue, climate change, human rights, human security, inclusive growth, ICT, environmental education and communicative skill have been incorporated in the course curriculum.

The college has organized a national level seminar on Environmental Issues and Their Solutions in the North East India.

The ICT facilities have been added in the institution including smart board and digital section besides LCD Projectors.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

For holistic development of the student community yoga camps are organized, parades of NCC cadets (a selective number of students are covered) and a language lab has been run by the Institution.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stake-holders in enriching the curriculum.

In the Board of Studies meeting of the affiliating Dibrugarh University, select faculty member(s) of the college puts suggestions to make necessary addition or deletion in the course curriculum.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

Evaluation of quality improvement on the part of the students is done through holding two sessional and semester exams and a faculty monitors while imparting classroom teaching.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Transparency in the admission process of the students is maintained following the under mentioned steps:

i. Advertisement is given in the leading news papers 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.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission conducted by the state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other to various programmes of the institution.

i. Merit of the students is given top priority in admitting in the under graduate programmes.

ii. However, the minimum-maximum percentage of marks for admission at entry level in the under-graduate and H.S. programme has not been fixed.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

There is no minimum and maximum limit of percentage of marks in admitting students at entry level in the neighbouring academic institution and in the reporting college itself.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes', what is the outcome of such an effort and how has it contributed to the improvement of the process?

There is a mechanism to review the admission process and the profile of the institution seeking admission into the institution. The profile of each new batch of students is examined by the concerning office assistants and a list of selected students is prepared in order of merit. Same is submitted to the Admission Committee to select the students for admission into the various departments of the college. The same is done again in order of merit.

The process helps a student to select the proper combination of subjects and the course (core or major).

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

    i. **SC/ST/OBC**

   ii. **Women**

  iii. **Differently able**

  iv. **Economically weaker sections**

   v. **Minority community**

  vi. **Any other**

Whereas the institution is located in rural and OBC dominated area, most of the students belong to the OBC category; SC/ST, tea garden community, women, disabled, economically backward, minority community and students with extra-ordinary capability is given due consideration.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends, i.e. reasons for increase/decrease and actions initiated for improvement.

Details of various programmes offered by the institution in the last 7 years:

(a) B.A. (Arts) Course under Dibrugarh University

Programmes	Year	No. of Applications	No. of Students Admitted	Demand Ratio
UG	2009-10	410	410	1:1
	2010-11	477	457	1:0.96
	2011-12	287	246	1:0.85
	2012-13	257	198	1:0.77
	2013-14	299	234	1:0.78
	2014-15	266	188	1:0.706
	2015-16	254	222	1:0.87

Source: Office of the Principal, Demow College

(b) Distance mode under K.K. Handiqui State Open University

Programmes	Year	No. of Applications	No. of Students Admitted	Demand Ratio
BPP Course	2011	IGNOU Centre that was operating in the college campus has been transferred to Golaghat and Dibrugarh		
	2012			
	2013	15	15	1:1

	2014	25	25	1:1
	2015	15	15	1:1
	2016	11	11	1:1
B.A. 1st Year Course	2012	15	15	1:1
	2013	26	26	1:1
	2014	35	35	1:1
	2015	31	31	1:1
	2016	15	15	1:1

Source: Official Record, KKHSOU, Demow College Centre

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-able students and ensure adherence to government policies in this regard?

Catering to Students Diversity, provisions are there to admit the differently-able students as per govt. policies issued from time to time. Currently one physically handicapped student is admitted in the College.

2.2.2 Does the institution assess the students' needs in term of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Based on the mark sheet of the last examination appeared and passed, the merit of a student is assessed and admitted accordingly. No other entrance examination is held to assess the merit of a student for admitting into the institution.

2.2.3 What are strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

To bridge the knowledge gap of the enrolled students, previously a bridge course was followed. Now, that is not in vogue. However, remedial or additional classes are taken up to enrich the students who are poor in the subject, besides counseling classes are arranged by the teaching faculty to bridge the knowledge-gap.

2.2.4 How does the College sensitize its staff and student on issues such as gender, inclusion, environment etc.?

The institution has a Women Study and Development Cell, which organizes workshops, popular talks and outreach programmes from time to time. Gender-free toilet has been constructed in the departmental building. Female students are given priority in sports, cultural programmes and serious attention is paid to their complaints.

Data/information about the students who may dropout is known to the respective department from the attendance register and examination records. From the results of the internal examinations, the progress of the students is well-understood and accordingly

measures (such as clarification of concept, taking up additional/remedial and counseling classes) are taken up.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Based on examination results, the advanced learners are assisted providing necessary information about the course content, books and study materials. In addition to that, such students are related to the advance course materials and are offered personal guidance.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

Students are required to submit application and to furnish detail information in the application form at the time of admission. Based on such application and information furnished, the students at the risk of drop out, students of disadvantaged family, physically challenged and economically weaker sections, the college authority considers their free admission, text-book supply from the book-bank of the College Library, personal financial assistance from the teacher(s) to reduce the risk of drop outs.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedule? (Academic calendar, teaching plan, evaluation blueprint etc.)

The teaching-learning and evaluation work is done as per academic calendar. This is prepared beforehand and added to the prospectus of the college.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

The IQAC makes the teaching-learning process as student-centric and it is sensitized to the faculty members holding each department responsible for its transaction of the course, results etc.

2.3.3 How is learning made more student-centric? Give details on the support structures and system available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Through group discussions, departmental seminars, internal examinations and personal interactions- the learning is made more student-centric. The teaching faculty works as facilitators to these programmes. A close relation between the student

community and the faculty members is maintained in completion of the course, assisting in the field study, project work and suggest the way to improve the quality of students.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Opportunity for creative thinking and creativity to students is provided to the students by publication of college magazine, wall magazine, holding departmental seminars, group discussions and questioning in the classroom. Ample scope for exposure of personality, skill, art and culture is provided to students in cultural programmes of the college sports week, inter-college tournaments held under Dibrugarh University etc.

In addition to these, symposiums, quiz and debating competitions are held in which students get ample scope for expressing and developing critical views, nurture creativity and scientific temper.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning-resources from National Programme Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

  i.   OHP and LCD projectors are occasionally used.
 ii.   Virtual and digital classrooms with smart boards are opened with financial assistance from the Govt. of Assam.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

Students and faculty members are exposed to advanced learning and skill through guest lecture of the experts, use of e-technology and updated information.

2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ monitoring/ academic advise) provided to students?

The students are counseled on the eve of the semester classes and the end of the session for the outgoing students.

As regards career prospective, students are counseled on the eve of the semester classes. Again, at the end of each session, special career counseling is arranged by the faculty members for the outgoing batch of students.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

i. Under the aegis of the affiliating university, the semester course has been introduced from the session 2011. To cope with it, the faculty members have been oriented by organizing group discussions, workshops and inter-actions.

ii. The teaching-learning method has been extended beyond the class room with the addition of home assignments, workshops, group discussions and field trips.

iii. ICT-based teaching methods are used in some topics. The departments have been equipped with computers, office and library have the internet connection and there is a language lab and provision of voice amplifiers.

2.3.9 How are library resources used to augment the teaching-learning process?

The central library of the college is the integral part of the institution. It caters to the need of the faculty members, students and other information seekers. Basic documentary resources of the central library are:

i. Text books

ii. Reference books

iii. Journals

iv. Periodicals

Each year, a new stock of books is added to the library as per recommended lists furnished by Departmental Heads and finally decided and approved by the Library Advisory Committee.

In addition to the central library, there are departmental libraries managed by the respective Departments. These resources are consulted and transacted to refresh the knowledge and develop the knowledge of both for the teachers and the taught.

2.3.10 Does the institution face any challenge in completing the curriculum within the planned timeframe and calendar. If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

The institution like others in this state confronts the challenge of completing the course curricula within the time frame planned and as per academic calendar.

Amongst others that hamper the regularity in classes are:

(a) Burden of additional classes of the two years Higher Secondary Courses. With the given number of faculty members employed for the degree classes, the Higher

Secondary Courses are also to be run up in parallel for which faculties confront time constraints to complete the semester courses within the time-frame.

(b)The second constraint is that faculty members are deployed for election/population census duties of the state/central governments, examination duties etc. which hamper the completion of the curriculum. The frequent occurrence of national calamities such as flood and political instability causing *bandh* create difficulties to complete the course within the stipulated time frame.

(c)The scarcity of faculty members in some departments is the additional challenge in completing the curriculum in due time.

In order to overcome such hurdles, the faculty members work hard and take up additional classes to complete the course. In the departments which are deficient of faculty members, the college authority engages the qualified personnel as part-timer.

2.3.11 How does the institute monitor and evaluate the quality of teaching-learning?

The IQAC of the institution monitors and evaluates the quality of teaching-learning by gathering the departmental results. Internal assessment is done and faculty members are monitored to initiate the corrective measures for promotion of quality.

In-house meetings in the departments and the IQAC review the reports of the students and the interim examination results of the students arranged. Accordingly, necessary measures are adopted to fulfill the needs of the students.

Faculty members are given an opportunity to pursue research works, attend orientation/refresher course/short-term courses for promoting the professional competence.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing recruitments of the curriculum.

Faculty members are recruited as per rules/norms laid down by the State Government after due permission of the Director of Higher Education, Assam. But, the temporary posts are filled up by the college authority on interim arrangement.

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the

efforts made by the institution in this direction and the outcome during the last three years.

No such technology based programmes have so far been introduced in the college.

2.4.3 Provide details on staff development programmes during the last four years. Elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

Nomination to Staff Development Programmes (2009-2016)

Academic Staff Development Programme	Number of Faculty Nominated
Refresher Course/Short-term Refresher Course	04
HRD Programme	Nil
Orientation Programme/Short term training	04
Staff Training conducted by the university	Nil
Staff Training conducted by other institutions	Nil
Summer/Winter School/Workshop etc.	06 (Workshop)

b) Faculty training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning.

- Firms supplying the teaching-learning technological materials provide the training to the staff for handling the same.

- One workshop on semester course was conducted by the faculty members of the college at the beginning year of the semester system.

- Dr. Sangita Saikia from Visva Bharati University, Kolkata delivered a talk on Globalization and Knowledge Management in 2012.

- Department concerned regularly hold discussion regarding paper-setting, examination, evaluation and assessment under the semester system.

- A few departments organize national/state-level seminars to deliberate on the cross-cutting issues of the society/nation/region.

- Audio-visual Aids are used for specific purposes and occasionally used for imparting popular talks for the students.

c) Percentage of Faculty

Faculty	% of Faculty Members
As Resource Person	12.5%
Participated in External Workshops/Seminars	90%
Presented papers in	90%

workshops/seminars conducted by professional agencies	

2.4.4 What policies/systems are in place of research teachers? (eg: providing research grants, study leave, support for research and academic publications, teaching experience in other national institutions and specialized programmes, industrial engagement etc.)

Though the college cannot provide any research grant on its own, yet the institution encourages the faculty members to apply for research grants from external agencies. The college permits for attending Research Courses/RC/OP/S.T.P. Workshop both national and international. Some departments organize guest lecture/popular talk in emerging areas.

2.4.5 Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

For excellence in teaching, no teacher so far has received state or national level awards during this period.

2.4.6 Has the institution introduced evaluation of the teachers by the students and external peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

The IQAC collects students' feedback in a format only from the final year students and the brief is presented to the college authority. Except NAAC peer team on 2003, no other external peer has been deployed.

On the basis of students' feedback, the HoDs of the respective departments take corrective measures for progress of the course, revision of the course/ unit discussed and the remaining task is asked to be fulfilled by the fellow faculty members.

2.5. Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The college prospectus contains the brief information about the process of evaluations which is given to each student admitted to the college and each departmental head.

In addition to that the copy of academic calendar, examination and information regarding evaluation process supplied by the affiliating university are supplied to the HoDs of each department for circulation within the department.

To make aware of the evaluation process, the exam schedule, fixing of exam dates and the declaration of results, notices are given on the specified notice board for the students and the faculty members in addition to information supplied in the College prospectus and website. All concerned are made aware of it by holding plenary lecture at the very beginning of the session particularly to the new comers admitted into the first semester class of the degree course.

2.5.2 What are the major evaluation reforms of the university that the institution had adopted and what are the reforms initiated by the institution on its own?

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.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

i. The affiliating university modifies the evaluation system from time to time and the same is communicated for implementation by the college teachers at the undergraduate courses and this is strictly followed.

ii. As regards the internal assessment, the respective departmental heads instruct the fellow faculty members to arrange group discussions, sessional exams, holding of seminars, question paper setting, and evaluation of scripts of the students. In these areas, necessary reforms are made, if required. These activities are done by the institution at its own initiative.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

Assessment of achievement of the students is done both through internal assessment (class attendance, performance in the internal examinations, field works, project works etc.) and external examination conducted by the affiliating university.

For example, the internal assessment system introduced at the UG level impacts the students to respond positively by regularly attending the classes and the internal

examinations, working hard to grasp the knowledge and contents of the courses taught and try to improve their own quality.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

Performance of each student assessed through internal exams for each Semester Course is recorded and kept by the concerned departments. The internal assessment marks (out of 20% of the total marks in each paper) are cross examined at departmental level and made transparent to faculties. It becomes transparent in the marksheet, which is handed over to students after declaration of result by the affiliating university.

However, the marks obtained in the internal examinations are displayed in the college notice board and students are sensitized to be active in pursuing the studies and maintain regularity in class attendance.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The main attribute specified by the college/university for the students are to excel at higher level of studies. This is measured in terms of command over the courses taught, acquisition of skill and quality and marks secured above the qualifying grade/status.

The students are prepared to excel in higher studies and to develop skill and quality by inspiring them to participate in seminar, group discussion, availing of the library and internet services, sports, cultural events etc.

The college tries to develop the personality and quality of good citizenship amongst the students by motivating them to involve in literary activities, cultural events, attending and participating in NCC and NSS camps and occasionally arranged Yoga and Health camps.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and university level?

In the case of internal assessments, the records of marks secured in examination, his/her attendance and other performance records are made transparent, shown to the student concerned and grievances, if there is, are redressed by the departmental faculties.

Grievances related to evaluation of scripts of university/final exams are also redressed with a proper mechanism. If there is grievance, such as poor marks secured far

below the expectation, the re-evaluation of the answer sheet can be done within 15 days of declaration of results by filling up the necessary records through proper channel by appealing for re-evaluation to the Controller of Examinations at the university. Related answer script is re-evaluated through expert teacher by the university and the xerox-copy of the answer script is shown to the student to know his/her mistakes.

2.6 Student Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes', give details on how the students and the staff are made aware of these.

Faculty members relate the outcomes of the learning and the same is at best sensitized by the academic results.

2.6.2 Enumerate on how the institution monitors and communicate the progress and performance of students through the duration of the course/programme? Provide an analysis of the students' results/achievements (programme/course-wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The college holds two internal examinations for each semester course and the progress made by the students is measured by evaluating the answer scripts of such examinations. The evaluated marks are displayed in the notice board for information of the students.

Department-wise Degree Final year Results of BA 1+1+1 & 3 Years Semester Course Programmes

Department	2013		2014		2015		2016	
	Core	Major	Core	Major	Core	Major	Core	Major
Assamese	NA*	13	NA*	05	NA*	10	NA*	07
English	NA*	NIL	NA*	NIL	NA*	03	NA*	02
Education	48	NA**	03	NA**	12	NA**	09	NA**
Economics	04	02	02	01	NIL	NIL	01	01
Political Science	64	05	06	13	07	03	06	07
History	02	02	NIL	NIL	01	01	Nil	Nil
Sociology	57	15	03	08	13	12	06	02
Total	175	37	14	27	33	29	22	19

Source: Respective Departments

*There is no Core paper in Assamese and English in the final year course

**Major course not opened in Education Dept.

N.B. Semester Course final results are from 2014 onwards

First Class holders in:

- Assamese- **01 (2014), 03 (2015)**
- Sociology- **04 (2014), 10 (2015), 01(2016)**
- Economics- **01 (2011), 01 (2014), 01 (2016)**
- English- **02 (2016)**
- Political Science- **06 (2014), 02(2016)**
- History- **01 (2015)**

Distance Education under K.K. Handiqui State Open University

Name of Course	2012-13		2013-14		2014-15		2015-16	
	Enrolled	Passed	Enrolled	Passed	Enrolled	Passed	Enrolled	Passed
BPP	Nil	Nil	15	09	18	15	15	08
B.A. Degree Course	---	---	---	---	---	---	11	11

Source: Official Record, KKHSOU, Demow College Centre

By displaying result sheet in the notice board and informing the students about their performance (inclusive of past), the outcome is sensitized and teachers monitor the students for their promotion in quality and inspire for progression.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Academic calendar is prepared and as per programmes of the courses which are to be finished within specified time. The HoDs of each department plan and distribute the papers/units of the syllabus to be transacted to the faculty members. For the weaker students, the discussion of the topic is repeated so that the intended outcome is achieved. Achievement of students is assessed by holding sessional exams by the respective departments.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The relevance and/or irrelevance of topic and course are often discussed by the faculty members of the respective departments.

- In order to make the course curriculum relevant, to facilitate the student for placement in govt./non-govt. jobs, to promote entrepreneurship in them, develop research aptitudes and further study, the course curriculum is designed by the respective Board of Studies of each subject at the university departments when and if felt so.

- As stated, the institution holds two internal examinations conducted by department-wise before coming of each final semester examination.

- Research aptitude amongst students is inculcated through project works/field visit/ survey done by the students.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

The academic results are the outcomes achieved through teaching-learning process. The percentage of promotion to higher classes and the percentage of marks secured are major instruments of analyzing the students' performance.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

Based on such academic results, each faculty member is asked by the HoD of the respective departments to take up necessary measures to upgrade the teaching method and make the course more comprehensible to students.

2.6.7 Does the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes', provide details on the process and cite a few examples.

The performance of a student, its understanding of the course and his/her personal effort is evaluated on the basis of a paper taught/learnt in each semester by an individual teacher.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research centre/s of the affiliating university or any other agency/organization?

No such recognized research centre of the affiliating university is there in the college.

3.1.2 Does the institution have a research committee to monitor and address the issues of research? If 'yes', what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

There is a Research Advisory Cell. Dr. Mamoni Gogoi Borgohain is the Convenor of this cell. This Cell suggests, if there is any necessity of modification of the MRPs and other research papers.

The members of the committee are-

Chairperson: **Dr. D.K. Phukan**, Principal of the College

Convenor: **Dr. Prafulla Hazarika**

Members:

i) **Mr. Tarun Ch. Dutta**, Coordinator, IQAC

ii) **Dr. Bipul Gogoi**

iii) **Dr. Ranu Gogoi**

iv) **Mr. Biren Baruah**

v) **Dr. Wakidur Rohman**

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes projects?

Research Advisory Committee encourages the teachers for pursuing research work.

- Autonomy is granted to the Principal Investigator to complete project work.
- Financial resource supplied by the UGC is timely released.
- Existing infrastructure of the college is allowed to be used by the researcher.
- Auditing and submission of report are formally done.

3.1.4 What are the efforts made by the institutions in developing scientific temper and research culture and aptitude among students?

The institution inculcates the scientific temper and research culture amongst the students by encouraging them to use ICT, to attend the national seminar/workshops, to go in for field works for data collection, analysis and presentation of project reports.

3.1.5 Give details of the faculty involvement in active research/guiding student research etc.

Teachers involved in active research/guiding student research are- (2009-13)

Sl. No.	Name of the Faculty Member	Department	No. of Projects	Guiding Students
1	Dr. P. Hazarika	Economics	MRP-01 (M) MRP-02	Ph.D.-05 M.Phil.-02
2	Dr. M. Gogoi Borgohain	English	MRP-01	M.Phil.-05
3	Dr. Ranu Gogoi	Assamese	MRP-01	-
4	Mr. Biren Baruah	Economics	MRP-01	M.Phil.-01
5	Dr. Wakidur Rohman (Librarian)	Library Sciences	-	M.Phil.-05

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution which focuses on capacity building in terms of research and imbibing research culture among the staff and students.

List of Workshops/ Seminars/ Training/ Popular Talks/ Sensitisation Programme/ Memorial Lecture/ Symposia conducted by the institution:

Sl. No.	Year	No. of Programmes Conducted	Title/Area
1	2009-10	(a) Popular Talk (Dept. of English) (b) Symposia	(a) Indian English Poetry (b) Joymati Konwari-History or Legend
2	2010-11	(a) Symposia (Dept. of English) (b) Popular Talk (c) R.C. Dutta Memorial Lecture	(a) Teaching of NCERT Courses at HS Level in Assam (b) Science and Society (c)
3	2011-12	(a) Popular Talk (Dept. of English) (b) Popular Talk (Dept. of Economics) (c) Popular Talk (Dept. of Economics)	(a) Impact of Globalization in the Culture and Society of West Bengal (b) Assam Budget 2011-12 (c) Banking Service as a Career

		(d) Popular Talk (Dept. of History)	(d) History: Its Social Value
4	2012-13	(a) 8 Popular Talks (Women Study and Development Cell)	(a) (i) Safety and Security of Women (ii) Role of Women to Prevent Global Warming (iii) Diabetes-A Global Hazard (iv) Health, Nutrition and Cancer Care (v) Conflict, Peace and the Role of Women (vi) Women and Decision Making (vii) English Communicative Skill in the Present Day Context (viii) Disaster Management
		(b) Popular Talk	(b) Use of Modern Technology and Innovative Practices in Teaching at Higher Education Level
		(c) State Level Seminar (collaboration)	(c) Indian Women in the 21st Century with Special Reference in the NE India
		(d) National Seminar	(d) Environmental Problems and their Solutions in the NE India
5	2013-14	(a) Popular Talk (b) Symposium	(a) Post-colonial Literature (b) Status of Women: Traditional and Modern Perspective and Values
6	2014-15	(a) National Seminar (b) National Seminar	(a) Literature of the north East India (b) Sankardeva in the Context of India
7	2015-16	(a) Popular Talk	(a) Perspectives on Women Issues and Development in the Present Scenario

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

The prioritised research area of the experts available are-

Name of the Expert	Research Area
Dr. Mamoni Gogoi Borgohain	Literature and Translation
Dr. Bipul Gogoi	Sociology
Dr. P. Hazarika	Economics; Cooperative, Environmental Science, Labour Economics & Reproductive Health & Banking
Dr. Ranu Gogoi	Assamese; Maxims
Mr. Biren Baruah	Economics; NREGA, Decentralized Planning
Dr. W. Rohman	Library Science; ICT & Library

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Profile of efforts of the institution in attracting researchers to visit the campus and interact with teachers and students-

Sl. No.	Department	Eminent Research Scholars visiting the Institution
1	Assamese	Dr. Nagen Saikia, Prof., Dibrugarh University Dr. Bhim Kanta Barua, Prof., Dibrugarh University Dr. Karabi Deka Hazarika, Prof., Dibrugarh University Dr. Basanta Sarma, Prof., Dibrugarh University Dr. Sangita Saikia, Viswabharati, Santiniketan, Kolkata Dr. Pranjit Bora, Dibrugarh University
2	English	Dr. Amarjyoti Choudhury, Pro-VC, Tezpur University Dr. Basanta Sarma, Prof., Dibrugarh University Dr. Ananda Bormudoi, Prof., Dibrugarh University Dr. Kamala Borgohain, Director, Journalism & Mass Com., Dibrugarh University Dr. Sangita Saikia, Viswabharati, Santiniketan, Kolkata Dr. A.R. Parhi, Rajiv Gandhi University, Arunachal Pradesh Dr. Pranjit Borah, Dept. of Assamese, Dibrugarh University Dr. Devabrata Sarma, Principal, Jorhat College
3	Economics	Dr. Jayanta Kr. Gogoi, Prof. Dept. Of Economics, Dibrugarh University Dr. K.C. Bora, Prof. Dept. of Economics, Dibrugarh University Dr. Homeswar Goswami, Prof. Dept. of Economics, Dibrugarh University Dr. Anil Saikia, Former Professor of Economics, OKD Institute of Social Change and Development, Guwahati Dr. Paramita Saha, Prof. Dep. of Economics, Tripura University
4	History	Dr. D. Nath, Prof., Dibrugarh University Dr. Anwar Hussain, Prof., Dibrugarh University Dr. S. Phukan, D.I.G. of Assam Police Dr. Dayananda Borgohain, Eminent Researcher Dr. P.D. Gogoi, Principal, Gargaon College
5	Political Science	Dr. Thaneswar Lahon, Prof., Dibrugarh University Dr. R. Thapa, Prof., Dibrugarh University Dr. R. Basu, Prof., North Bengal University

		Dr. Birendra Nath Dutta, Prof., Tezpur University
		Dr. M.N. Das, Prof., Dibrugarh University
		Dr. A.C. Talukdar, Prof., Rajiv Gandhi University, Arunachal Pradesh
		Dr. J.N. Phukan, Prof., Gauhati University
		Dr. N.G. Mahanta, Prof., Gauhati University
		Dr. D.N. Bhagawati, Prof., Dibrugarh University
6	Sociology	Dr. B.N. Borthakur, Prof., Dibrugarh University
		Dr. M. Hussain, Prof., Dibrugarh University
		Dr. Chandra Gogoi, Prof., Dibrugarh University
		Dr. J.P. Saikia, Prof., Dibrugarh University
7	Education	Dr. Kamala Borgohain, Prof., Dibrugarh University
		Dr. Prabin Gogoi, Asso. Prof. Dibrugarh University

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Such leave has not been so far availed of.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of institution and elsewhere to students and community (lab to land).

Research findings are either transformed into popular articles in news papers, journals, and/or magazines for public awareness so that students and general public get benefitted. Most of the research works are published in the form of books, which are available in the book stalls.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

No budgetary provision for research work is there in the institution of its own. However, the fund allocated by the UGC for research/project work is to the tune of as given below-

Head of Expenditure	Total Amount Allocated	Funding Agency	Actual Utilization
1. Major Research Project of Dr. Prafulla Hazarika (2011-13)	Rs. 6,25,900/-	UGC, NERO	Rs. 6,31,212/-

2. Minor Research Project of Dr. Mamoni Gogoi Borgohain (2011-13)	Rs. 1,50,000/-	UGC, NERO	Rs. 1,50,000/-
3. Minor Research Project of Biren Baruah (2011-13)	Rs. 1,50,000/-	UGC, NERO	Rs. 1,50,000/-
4. Minor Research Project of Dr. Ranu Gogoi (2012-13)	Rs. 1,30,000/-	UGC, NERO	Rs. 1,05,000/-
5. Minor Research Project of Robin Borgohain (2011-13)	Rs. 1,20,000/-	UGC, NERO	Rs. 80,000/-

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and percentage of the faculty that has availed the facility in the last four years?

No

3.2.3 What are the financial provisions made available to support students research projects by students?

The college provides financial help to the students for conducting their field study and project works.

3.2.4 How do the various departments/units/staffs of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing inter-disciplinary research?

Such research works are taken up at personal zeal. The Advisory Committee on Research provides suggestion, if sought by the researcher.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The college provides facilities for optimal use for retrieving required information in context of research work and studies. The Library resources and the departmental computers are allowed to be used by a researcher.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes', give details.

Fund for taking up of research work is yet not available from any sources other than the UGC.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

The details of ongoing completed projects are as follows (2009-2015)-

Name of the Faculty	Title of the Project	Name of the Funding Agency	Amount Allocated	Amount Received	Total Grants Received
Dr. Prafulla Hazarika (2012-13)	Reproductive Health of Tribal Women in Assam with reference to Deori and Mishing Tribes (Major Research Project)	UGC, Delhi	Rs. 6,25,900/-	Rs. 5,76,000/-	Rs. 5,76,000/-
Dr. Mamoni Gogoi Borgohain (2011-13)	English Words, Phrases and Idioms used in Assamese: A Historical Survey, 1826-2010 (Minor Research Project)	UGC, NERO	Rs. 1,50,000/-	Rs. 1,50,000/-	Rs. 1,50,000/-
Biren Baruah (2011-13)	An Evaluation of the Implementation of the NREGA Act, 2005 in Sivasagar District (Minor Research Project)	UGC, NERO	Rs. 1,50,000/-	Rs. 1,50,000/-	Rs. 1,50,000/-
Dr. Ranu	Tai Khamyang	UGC,	Rs. 1,40,000/-	Rs. 1,40,000/-	Rs. 1,40,000/-

| Gogoi (2013-14) | *Janagosthir Utsav Anusthan* (in Assamese) (Minor Research Project) | NERO | | | |
| Robin Borgohain (2011-13) | Peasant Uprisings in the 19th century Assam (Minor Research Project) | UGC, NERO | Rs. 1,20,000/- | Rs. 80,000/- | Rs. 80,000/- |

3.3 Research Facilities

3.4 3.3.1 What are the research facilities available to the students and research scholars within the campus?

The minimum infrastructure is available within the college campus, except the source materials and the required technical software.

- Materials available:

(i) Departmental computers

(ii) Central and departmental library

(iii) Centralized internet facility

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Virtual and digital classrooms are constructed for facilitating research works.

3.3.3 Has the institution received any special grants or finances from industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/facilities created during the last four years.

No financial grants have so far been received by the institution for developing research activity.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?

The university libraries available in the north-east India are opened for the researchers and the students, which follow the system of registration and permission for the outside researchers.

3.3.5 Provide details on the library/information resource centre or any other facilities available specifically for researchers?

The college has a well-established Central library with qualified professionals and staff. It is well-stocked with around 9,000 books and print journals. The Library facilitates the research scholars with authoritative reference books and information through OPAC System and Wi-Fi and N-List facilities have been added.

3.3.6 What are the collaborative research facilities developed/created by the research institutes in the college. For ex. laboratories, library, instruments, computers, new technology etc.

Collaborative research work has not so far been undertaken.

3.4 Research Publication and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- **Patents obtained and filled (process and product)-**Nil

- **Original research contributing to product improvement-**Nil

- **Research studies or surveys benefitting the community or improving the services-**
    i. The research work of Dr. P. Hazarika on 'Child Labour: A Case-study of Rural Household Sector in Sibsagar District' helps significantly in reducing child labour employment in Assam and it impacts the whole north-east region of India.
    ii. Mr. Biren Baruah's research study (MRP) on 'Evaluation of the Implementation of NREGA Act, 2005 in Sibsagar District: A Case-study of Demow Development Block' has made the beneficiaries and the project implementers for its effective execution.

- **Research inputs contributing to new initiatives and social development-**

It has encouraged abolition of child labour and the next has promoted the execution policy of MGNREGA.

3.4.2 Does the institute publish or partner in publication of research journals? If 'yes', indicate the composition of the Editorial Board, publication policies and whether such publication is listed in any international database.

So far no research journal has been published.

3.4.3 Give details of publication by the faculty and students.

Details of publications per faculty:

Department	Name of the Teacher	No. of Papers Published (Peer Review Journals, Non-Peer Review Journals, e-Journals, Conference/Seminar proceedings)			Books Published	Books Edited	Chapters in Books
		*I	**N	***S/R/L			
Principal	Dr. Deva Kanta Phukan	11-4 13-2 14-3	10-2				
Assamese	Dr. Ranu Gogoi		12-1 13-2 14-1				
	Gitanjali Borah		12-1 13-2 14-1			14-1	
	Mina Boruah						
	Juri Kotoky		12-1 13-1 14-2				
	Gunamoni Gogoi		12-2 14-2				
Economics	Dr. Prafulla Hazarika (Retd.)	13-3	10-2	10-1 11-1	09-1 11-1		
	Biren Baruah				09-1 11-2 12-1		
	Pori Dutta Hazarika		10-1 12-1				
	Dipa Sarmah		10-2 11-1 12-1				
English	Tarun Ch. Dutta		12-1				
	Dr. Mamoni Gogoi Borgohain (Retd.)	11-1 12-1	09-1 10-1 12-2 14-1		09-1	12-1 14-1	11-SLM 1 (BA)
	S.R. Jha (Retd.)						
	Binoy Chetia		15-2				
	Lengdon Chetia						
	Riya Dey		14-1				
	Nayana Das						
History	Kusum Handique		10-1 11-1				

Subject	Name					
			12-1			
	Palash Sarma		10-1 13-1			
	Shirumoni Baruah		13-2 15-2			
Political Science	Anil Borgohain					
	Bichitra Baruah					
	Pabitra Gogoi					
	Dulurani Phukan		10-1			
Sociology	Noren Konwar					
	Dr. Bipul Gogoi		10-1 11-1 12-1 13-1			
	Hamida Begum		12-3 13-2			
	Upen Gogoi					
Education	Mondira Mohan		10-1			
	Jasmine Baruah					
	Barsha Gogoi					
Librarian	Dr. Wakidur Rohman		09-1 10-4 11-2 13-2		14-2	

*I-International **N-National ***S/R/L-State/Regional/Local

(Nos. 09, 10, 11, 12, 13, 14, 15 indicate the respective years)

3.4.4 Provide details (if any) of

- **Research Awards received by the faculty-**Nil
- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally-**Nil
- **Incentives given to faculty for receiving state, national and international recognitions for research contributions-**

No such award, recognition and/or incentive from the state govt. have been received till date.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface

Since the college has only the Arts faculty, there is no industry-institute interface relationship.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Nil

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The faculty members provide cost-free service in their respective expertise field to the society/organization or individual person concerned when approached for.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Professional consultancy services have not been extended.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: institution) and its use for institutional development?

Nil

3.6 Extension activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

NSS camps are held in the surrounding area on priority basis. The NCC cadets of the college are engaged in flood and calamity relief duty, if and when required. The institute observes World Heart Day, World Environment Day and International Yoga Day by NSS and NCC wings.

Moreover, the faculty members and students devote their time and services to develop civic responsibility, in health awareness programmes, observation of environment day, and to hold environment and AIDS awareness programmes and thereby promote the neighboring community network by the Institution.

3.6.2 What is the institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

Selective number of students are enrolled under NCC and NSS programmes and it is made binding for them to attend the camps and the programmes undertaken by the college for the benefit of the public in the prioritized areas.

Other students are also asked to attend such programmes, when it proves to be essential. Under the leadership of the deputed faculty member(s), the students' groups find it advantageous to promote their leadership quality, good citizenship and experience.

3.6.3 How does the institution solicit stake-holder perception on the overall performance and quality of the institution?

The College Prospectus is one of the inputs in presenting the academic performance of the College and through it the stakeholders are solicited to pursue their studies in the College.

The final year outgoing students are asked to fill up a feed-back form, where they with all freedom can pin-point the merits and demerits of the teaching-learning programme; and the inconvenience confronted and the advantages enjoyed by them.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension outreach programmes and their impact on the overall development of students.

The Women Study and Development Cell and the NSS wing of the college plan for extension and society oriented services based on funds available. The college authority bears the expenditures of such programme/works undertaken.

- **Programmes undertaken by the Women Study and Development Cell:**

Sl. No.	Date & Year	Programme by the Women Study and Development Cell	Amount of Expenditure
1	28/05/2011	Awareness Programme on Economic Empowerment of Rural Women	
2	06/03/2012	Observance of International Women's Day	
3	May, 2012	Survey on Socio-economic Status of Women in Kaliapani Deori village	
4	22/09/2012	Safety and security of women	
5	22/09/2012	Role of women to prevent global warming	
6	22/09/2012	Diabetes-a global hazard	
7	22/09/2012	Health nutrition and cancer care	
8	24/09/2012	Conflict, peace and the role of women	
9	24/09/2012	Women and decision making	Total Expenditure= Rs. **32,300/-**
10	24/09/2012	English communicative skill in the present-day context	
11	24/09/2012	Disaster management	
12	15/03/2014	Status of Women; Traditional and Modern Perspective and Values	
13	17/06/2016	Perspectives on Women Issues and Development in the Present Scenario	

- **Programmes undertaken by the NSS:**

Sl. No.	Date & Year	Programme by NSS
01	06-01-12	Awareness Programme on Sanitation

02	27-09-13	Blood sugar Screening Programme
03	02-10-13	Anti-vaccination on Japanese Enchaphalities
04	October, 2013	NSS Camp held at Kaliapani Deori village
05	05-06-2016	NSS cadets observes World Environment Day

- **Programmes undertaken by the NCC:**

Sl. No.	Date & Year	Programme by NCC
01	2012	Voluntary Blood Donation Camp
02	2014	International Yoga Day
03	2015	World Environment Day
04	2016	World Environment Day

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other national/ international agencies?

The programme in-charge informs and inspires the stakeholders to fill-up the required forms of joining as NSS and NCC cadet in particular and for other programme in general. So far participation in international bodies, it has not been tried.

Details of national programme attended/participated by the students and faculty members have been given below:

Programme Name of NCC	Place	Year	No. of Participants
National Integration Camp (NIC)	Jammu	20th-30th August, 2009	02
-Do-	Goa	5th-17th November, 2009	02
-Do-	Kerala	17th-27th January, 2010	02
-Do-	Itanagar	15th-25th July, 2010	02
-Do-	Nagpur	16th January, 2011	02
-Do-	Kohima	19th May, 2011	02
-Do-	Barauni	20th March, 2013	02
-Do-	Maharashtra	---	02
-Do-	Bodhamar, WB	-----	02
-Do-	Kanyakumari	-----	02
-Do-	New Delhi	2009	01
T.S.C. Camp (Girls' Camp)	New Delhi	21st October, 2009	01
Para Sailing Camp	Kerala	15th October, 2009	02
Rock Climbing Camp	M.P.	12th September, 2010	02

Advanced Leadership Camp	Jorhat, Assam	2013	06
National Integration Camp (NIC)	Kohima	2014	02
Rock Climbing Camp	Madhya Pradesh	2015	02
National Integration Camp (NIC)	Mysore	2016	02

- Lt. Pabitra Gogoi has attended the following Officers' Training Programme as given below-

    i. Attended PRCN Camp at Nagpur from 28th November, 2009 to 1st March, 2010.

    ii. NIC at Itanagar, 2010.

    iii. National Shooting Training Camp at West Bengal, 2011.

    iv. NIC at Bihar, 2011.

    v. Advanced Leadership Training Camp, Jorhat, Assam, 2013.

    vi. NIC at Mysore, 2016

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from underprivileged and Vulnerable sections of the society.

Following activities are performed as part of community services:

(i) The IQAC cell has organized National Awareness Programme on 'Bio-diversity' sanctioned by the Ministry of Environment and Forest, Govt. of India at Barua-Changmai village on 17/05/2010.

(ii) 100 numbers of NSS volunteers have rendered cleanliness drive in and outside the college campus.

(iii) A programme on art of living by *The Art of Living* in collaboration with IQAC of the college was held from 3rd to 10th July.

(iv) 'The Asom Divas' is celebrated on 02/12/2010 under the aegis of IQAC. Dr. Makitul Hussain, Prof. (Retd.) Dibrugarh University and Banamali Gohain, an educationist of the locality acted as resource person.

(v) Under the Women's Studies and Development Cell, a popular talk on 'Economic Empowerment of Rural Women' has been organized at Barua-Changmai village in collaboration with local Mahila Samittee on 28/05/2011.

(vi) The Red Ribbon Club is formed in the college.

(vii) The extension cell has organized a field visit with the faculty members to Attabarie Chetia Gaon on 27/08/2011 with Resource Person Mr. Arup Kumar Dutta from Assam Science Society on harmful effect of using pesticides and chemical fertilizers in agricultural productions.

(viii) The IQAC cell in collaboration with NEST Foundation has organized an awareness camp against the anti-social practices of 'witch hunting' at Bakulduba, 10 kilometres away from the institution.

(ix) Under the Women's Studies and Development Cell, as many as 8 awareness programmes have been organized on safety and security of women, role of women to prevent global warming, diabetes-a global hazard, health nutrition and cancer care, conflict, peace and the role of women, women and decision making, English communicative skill in the present-day context and disaster management.

Resource Persons in these programmes were-

a) Ms. Monika Saikia, Retd. Vice Principal, Sibsagar College, Joysagar

b) Dr. Sanjib Borgohain, Principal, HCDG College, Nitaipukhuri

c) Dr. R. Borpujari, Medicine Specialist, Sibsagar Civil Hospital

d) Dr. R. Changmai, Obstetrician and Gynaecologist, Sibsagar Civil Hospital

e) Dr. Anmona Borah, HoD, Department of English, J.B. College, Jorhat

f) Dr. Rajee Konwarh, Principal, DHSK College, Dibrugarh

g) Dr. Kamala Borgohain, Reader, Department of Education, Dibrugarh University

h) Dr. Mamoni Gogoi Borgohain, HoD, Department of English, Demow College

i) Mr. Sanjib Barwati, Assistant Engineer, Town and Country Planning, Jorhat

(x) HIV awareness programme on International Aids Day has been organized and Dr. Tayubur Rahman, Deputy Superintendent, Demow Referral Hospital acted as the Resource Person.

(xi) As part of National Environment Awareness Campaign, an awareness programme on 'Conservation of Forest for Sustainable Livelihood' has been organized on 4th June, 2012 at Athabari Higher Secondary School from fund received from the Ministry of Environment and Forest, Govt. of India.

(xii) A state-level seminar was organized on September 2nd, 2012 by Micro force (A Multi Dimensional NGO) in collaboration with Demow College with financial assistance from National Commission for Women on the topic 'Indian Women in the 21st Century with Special Reference to NE India'.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The objectives of the extension activities of the institution are to inculcate values of national integration, ethical, moral and social in the minds of the students. The list of programmes and the expected outcomes are as follows:

Sl. No.	Activities	Outcomes
01	A group of students (20 nos) participated in a seminar organized by ONGC, October, 2009	Justice, brotherhood and peace
02	Visit of students of the Dept. of Economics to Gibbon Sanctuary, December, 2011	Preservation of environment and bio-diversity
03	Field survey of Bamboo Craft & Plastic Chair Manufacturing Industry by the Dept. of Economics in October, 2012	Development of entrepreneurship
04	Survey on population growth & its impact on natural environment by the Dept. of Economics, September, 2013	Awareness programme on impact of population growth
05	Extension work on harmful impact of narcotics and allied tobacco products by the Economics Department, December, 2012	Health and Hygiene
06	Awareness Programme on Banking Service as a Career by the Dept. of Economics on September, 2011	Career Development
07	IQAC of the college organized National Awareness Programme on Bio-diversity at Barua Changmai village on May, 2010	Preservation of Bio-diversity for survival of living being
08	100 NSS volunteers rendered cleanliness drive in and outside the college campus	Honour, dignity of labour
09	Programme of Art of Living held on July, 2010	Purity and discipline in life
10	Asom Divas celebrated, December, 2010. Dr. Makitul Hussain, D.U. and Banamali Gohain, BLEO acted as resource person	Unity and national integration

- The Women Studies and Development Cell organized eight numbers of Awareness Programme on diverse topics such as-

Programme	Outcome
i. Safety and security of women	Sensitised security of women
ii. Role of women to prevent global warming	Environment awareness and responsibility
iii. Diabetes-a global hazard	Health and diet balancing
iv. Health nutrition and cancer care	Health and diet control
v. Conflict, peace and the role of women	Continuation of peace and its importance
vi. Women and decision making	Women participation in decision making
vii. English communicative skill in the present-day context	Promotion of communicative efficiency
viii. Disaster management	Skill promotion and humanity

- The followings acted as Resource Persons for these extension programmes-

    a) Ms. Monika Saikia, Retd. Vice Principal, Sibsagar College, Joysagar

    b) Dr. Sanjib Borgohain, Principal, HCDG College, Nitaipukhuri

    c) Dr. R. Borpujari, Medicine Specialist, Sibsagar Civil Hospital

    d) Dr. R. Changmai, Obstetrician and Gynaecologist, Sibsagar Civil Hospital

    e) Dr. Anmona Borah, HoD, Department of English, J.B. College, Jorhat

    f) Dr. Rajee Konwarh, Principal, DHSK College, Dibrugarh

    g) Dr. Kamala Borgohain, Reader, Department of Education, Dibrugarh University

    h) Dr. Mamoni Gogoi Borgohain, HoD, Department of English, Demow College

    i) Mr. Sanjib Barwati, Assistant Engineer, Town and Country Planning, Jorhat

- Extension programmes undertaken by the institution-

Programme	Outcome
HIV awareness programme on International Aids Day has been organized. Dr. Tayubur Rahman, Deputy Superintendent, Demow Referral Hospital acted as the Resource Person.	Health awareness and civic responsibility
Extension programme on awareness of 'Conservation of Forest for Sustainable Livelihood' organized on 4th June, 2012 at Athabari Higher Secondary School from fund received from the Ministry of Environment and Forest, Govt. of India.	Need of green environment for sustainable development
A Talk on 'History: Its Social Value' has been organized by the Dept. of History and Prof. Sushil Suri of Sonari College acted as resource person.	To honour the rich heritage of the nation
A Talk on 'Contribution of Chao-lung Sukapha towards Nation Building' has been organized by the Dept. of History	Inculcate the sense of national integration
Awareness campaign by the NCC unit has been	Health awareness

organized on the occasion of the World Heart Day on 29th September 2013.	
World Environment Day observed on 5th June, 2013.	Awareness for protecting environment
Observation of International Yoga Day in the institution by NCC unit.	Health awareness
World Environment Day observed on 5th June, 2014.	Awareness for protecting environment
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.	Institutional social responsibility
The World Environment Day has been observed by the NSS wing on 5th June, 2015.	Awareness for protecting environment
International Yoga Day has been observed under NCC on 21st June, 2016.	Health awareness

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities.

The institution ensures involvement of the community by prior information of programme to be held and the date. The leading persons of the locality and the stakeholders in the reach out areas are met and requested to remain present on the day of the holding the programme to make the programme successful and deliver the benefits to the stakeholders/the targeted community or group of people.

   i. Information of the programme, its objective is detailed to public/targeted community.

   ii. Media is requested to remain present for publicity of the community involvement in the outreach programme.

   iii. Participants are asked to respond.

   iv. Light refreshment offered.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The institution as well as the faculty members has developed link-up/relationship with the following bodies for collaboration with the extension/outreach activities-

Local bodies:

   i.   Karuna Social Trust

   ii.   Axom Xahitya Xabha, Demow Branch

iii. Mahila Samittee, Demow

iv. Lekhika Samaroh, Demow

v. Demow Press Club

vi. Demow Public Library

vii. Hand-ball Club, Demow

viii. Demow Sporting Union

State Level:

i. Assam Science Society

ii. Assam College Teachers' Association

iii. Axom Xahitya Xabha

iv. Srimanta Sankardev Sangha

v. North-East Economic Association (NEEA)

vi. North-East India Political Science Association (NEIPSA)

vii. Library and Information Science Professional Association (LISPA)

3.6.10 Give details of awards received by the institution for extension activities and/ contributions to the social/ community development during the last four years.

The institution has not received any award for extension activity/outreach programme to the community.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives- collaborative research, staff exchange, sharing facilities and equipment, research scholarship etc.

The institution has developed no collaborative research programme so far.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/corporate (corporate entities) etc. and how they have contributed to the development of the institution.

This has been furnished below in **3.7.3**.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/ library/ new technology/ placement services etc.

Industry-institution-community interactions have led to contribute for the development of the institution.

Sl. No.	Donor	Hall/Building/Room
01	Lahoty Foundation Trust	The Lahoty Hall (ground floor)
02	Khongea Tea Company	Anand Prakash Building (Assam type)
03	Tea Board, India	Three RCC rooms including veranda (ground floor)
04	ABITA, Assam	Girls' common room and one lecture room (first floor over language lab)
05	Assam Chah Mazdur Sangha	The Tea Tribes Boys' Hostel

3.7.4 Highlight the names of eminent scientists/participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

The following eminent social scientists have come to the institution and contributed their valued academic services in the seminars and otherwise:

Sl. No.	Date	Topic of Seminar/ Conference	State/ National/ Inter-national	Name of the Eminent Social Scientists	Sponsoring Agency
01	6th-7th November, 2010	Emerging Issues of Globalization in the NE India	National	i. Dr. K.K. Deka, V.C., Dibrugarh University ii. Prof. Homeswar Goswami, Dibrugarh University iii. Prof. Paramita Saha, Tripura University iv. Dr. Anil Saikia, Professor of Economics, OKD Institute of Social Change and Development, Guwahati	UGC
02	2011	NCERT Syllabus	State	i. Dr. Prabin Gogoi, Dibrugarh University ii. Prof. Mukut Hazarika, Dibrugarh University iii. Dr. Kamala	Demow College

				Borgohain, Dibrugarh University	
03	20th-21st September, 2013	Environmental Issues & their Solutions in the NE	National	i. Dr. A.K. Buragohain, V.C., Dibrugarh University ii. Prof. Aboni Bhagawati, Gauhati University, Guwahati iii. Prof. Kushal Barua, Tezpur University iv. Prof. Pradip Barua, Dibrugarh University v. Dr. Rupam Saikia, Director, CDC, Dibrugarh University	UGC
04	4th-5th September, 2014	Literature of the North East India in the Present Day Context	National	i. Dr. Madan Sarma, Tezpur University ii. Dr. Ananda Bormudoi, Dibrugarh University iii. Dr. A.K. Parhi, Rajiv Gandhi University, Arunachal Pradesh iv. Dr. Mridul Bordoloi, Dibrugarh University	
05	6th-8th September, 2014	Sankardeva in the Present Day Context	National	i. Prof. Bhimkanta Baruah, Emeritus Professor, Dibrugarh University ii. Dr. Rupam Saikia, Director, CDC, Dibrugarh University iii. Dr. Sukha Baruah, Retd. Principal, Moran Mahila Mahavidyalaya iv. Dr. Karabi Deka Hazarika, Dibrugarh University v. Dr. Satyakam Borthakur, Dibrugarh	

				University	
				vi. Dr. Pradip Hazarika, Principal, Rajgarh College	
				vii. Dr. Nirupama Mahanta, SMD College, Charing	

3.7.5 How many of the linkage/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated.

The institution has developed linkages with the followings that have resulted in formal agreements. Information relating to these has been mentioned below:

Sl. No.	Agency/Institution	Activity
01	Sahitya Academy, New Delhi	Translation works
02	Axom Xahitya Xabha, Demow Branch	Collaboration in national seminar
03	Sankardev Sangha, Demow Branch	-Do-
04	Assam Science Society, Demow Branch	-Do-
05	Kaustubh Publication, Dibrugarh	Published Seminar volume
06	K.K. Handique State Open University	Centre for Distance Education
07	10th Assam Battalion, Dibrugarh	Demow College NCC Unit

MoUs in respect of-

a) Curriculum development-Nil

b) Internship/on-the-job training-Nil

c) Summer placement-Nil

d) Faculty exchange and professional development-Nil

e) Research-Nil

f) Consultancy-Nil

g) Extension- Yes, KKHSOU

h) Publication-YES, *Kaustubh* Publication, Dibrugarh

i) Student placement-Nil

j) Twinning programme-Nil

k) Introduction of new courses-Nil

l) Student exchange-Nil

m) Any other-Nil

3.7.6 Detail on the systematic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The institution, based on the strength and opportunity of it, has developed the linkages with the NGOs and organizations for the benefit of the student community. Such, collaboration/linkages are developed by the college authority with thorough discussion of all the HoDs of the college.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1. Physical Facilities

4.1.1 What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

For effective facilitation of teaching-learning, the institute has put up its effort and has developed a mechanism for continuous monitoring and optimal use of the infrastructure and learning resources.

- The departments concerned raise demand for new infrastructure to meet the growing necessity to accommodate the students in view of introduction of semester system by the affiliating university.
- The demands are placed in the sitting of the GB for decision making. The GB decides creation and enhancement of infrastructure. The GB suggests the Principal to make arrangements for preparation of detailed plan and estimate. It also suggests to initiate actions for technical sanction from PWD department in case of major infrastructural development.
- After getting clearance of financial sanction from concerned agencies, the Principal takes up the plan for execution.
- The Construction Committee carries out the construction works which is constituted as per the government/UGC directives.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities- classrooms, technology enabled learning spaces, Seminar hall, Tutorial spaces, Laboratories, Botanical Garden, Animal House, specialized facilities and equipment for teaching, learning and research etc.

In view of growing demand and upcoming modern teaching-learning process, the institute has put up a continuous effort. As such infrastructure for various curricular and co-curricular activities have been added.

A. Classroom

- The classroom totalling 19 numbers are distributed in 5 different blocks. These are allotted for imparting teaching-learning activities for arts stream.
- Two separate classrooms for IT related activities to be opened for use shortly.
- Classrooms are equipped with green boards. The facilities for using LCD or OHP are available in the classrooms and faculty members use it, if and when necessary.

- Sufficient number of fans and light are available in each classroom.

Blocks	Floor	Area (in sqft.)		No. of Classroom	Total Area (in sqft.)
Lahoty Building	Ground		1200	01	1200
	1st	i.	300	01	1200
		ii.	900	01	
Old College Building (Anand Prakash Building)	Ground	i.	200	01(Major)	980
		ii.	400	02(Major)	
		iii.	200	01(Major)	
		iv.	180	01(Major)	
ABITA Building	Ground		800	Language Lab.	800
	1st	i.	267	01 (Major)	800
		ii.	267	01 (Major)	
		iii.	267	01 (Major)	
Tea Board Building	Ground	i.	357	01 (Major)	1070
		ii.	357	01 (Major)	
		iii.	357	01 (Major)	
	1st	i.	357	01 (Major)	1070
		ii.	357	01 (Major)	
		iii.	357	01 (Major)	
UGC	Ground		1750	01	1750
Auditorium cum Lecture Hall	Ground		4200	01	4200

B. Technology-enabled learning Spaces

The College always tries to provide the students with technology-enabled learning resources in spite of limited available resources.

- The institute provides LCD projectors and OHPs to supplement teaching-learning strategies.
- Internet system is stalled centrally in the administrative block and in the library. Students can retrieve internet facility from the centrally stalled internet facility at the administrative block and from the library.
- Digital and virtual classrooms are constructed to provide the students adequate facility.

C. Seminar Halls

Seminars are held in Lahoty Hall and UGC Hall which can accommodate more than 150 participants each. For holding departmental seminars, the classrooms can accommodate required number of students. The newly constructed Conference cum

Virtual Classroom can also accommodate 100 participants for holding any academic programmes.

D. Tutorial Spaces

Existing halls and classrooms are used as tutorial spaces.

E. Laboratories

There is one Language Lab. fitted with modern equipments.

F. Botanical Garden

The college does not have any botanical garden, but some medicinal plants are planted inside the college campus.

G. Animal House

The Institution does not provide for any animal house.

H. Specialized facilities and equipment for teaching, learning and research etc.

In this area followings are made available-

- ICT facility with smart board in 3 locations
- New stock of books

(a) Sports:

The institution always encourages its students to take part in various sports activities. The college thus puts up its efforts for the development of games and sports.

- An indoor stadium (sports complex) has been constructed with grants from UGC.
- There is a provision of two playgrounds for handball and volleyball events and other minor outdoor games inside the college campus.
- The college has signed a MoU with Demow Handball Club which would facilitate holding of various sports activities in the proposed indoor stadium being constructed in the college campus. The Club also helped the institution to hold the 1st Inter College Handball Championship of Dibrugarh University under the aegis of Demow College.
- The college does have the facility to hold different sports activities including College Week in the Raichai Rural Stadium on request from the college authority.
- For holding different sports activities, the college purchases different sports kits/gears etc. Equipments for holding outdoor sports such as football, cricket,

handball and volleyball are available in the college. Sport kits for indoor games such as chess, carrom and badminton are also available.

(b) The college has an NSS unit which organises social service, survey works and training programme for the students.

(c) The NCC unit has rendered recommendable services. The cadets achieved remarkable achievements. The unit has its own accommodation within the college campus. Since the beginning of the NCC wing, altogether 57 cadets have been recruited in Indian Army and other paramilitary wings.

(d) Necessary initiatives are taken by the college for developing skill of public speaking amongst the students. Ample scope is provided to the students for developing this skill.

(e) The Demow College Students' Union is the representing body of the college. It is an important platform for encouraging the public speaking skill of the students. The oratory skills of the elected members help others to inculcate the habit of public speaking very often. The paper on communicative skill has been introduced for the 3rd semester major and core students which helps immensely to upgrade conversational skills of the students.

(f) Several initiatives are undertaken by the college to provide its students with facilities for health and hygiene.

- The college has provision for providing first aid to the students, faculty members and non-teaching staff. This unit contains the vital first aid medicines and other items.
- As the First Referral Unit of Health Department is located at a distance of 300 metres away, the emergency medical need is addressed forthwith for the needy ones.
- NCD (Non-Communicable Diseases) Cell of the District Health Department organized free sugar testing camps in the college campus.
- Red Ribbon Club organizes awareness camps at the college premises.
- Under the guidance of subject specialists (medicine and gynaecology), awareness programmes are held at the college premises on diabetic care and cancer care.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give the specific examples of facilities developed/ augmented and the amount spent during the last 4 years

(enclose the master plan of the institution campus and indicate the existing physical infrastructure and the future expansions, if any).

The institution has been undertaking continuous endeavors to upgrade infrastructure facility to keep pace with the academic growth of the college.

Institutional Plan

- The Principal of the college discusses the development of infrastructure in the meeting of the HoDs at the beginning of each academic session about the renovation and addition of infrastructure to cope with the academic growth and students' enrolment.
- The issues relating to infrastructure are raised and deliberated upon.
- The decision of the meeting is conveyed to the GB by the Principal.
- The Governing Body advises the Principal to prepare detailed plan and estimate and to ensure provision of fund.
- After approval of the proposal by the GB, the Principal goes ahead with the task of executing the plan through Building Construction Committee.
- In times of exigency, the Principal/Secretary of the GB after consultation with the President of the GB executes certain emergency works relating to infrastructure.

Optimal use of infrastructure

For achieving optimal utilization of infrastructure, the college management takes utmost care. In addition to regular programmes the class rooms and other infrastructure are used for the following activities-

- The classrooms, canteen and library are fully utilized during the working days.
- On Saturdays and Sundays, classes of the IGNOU/KKHSOU are held in the college.
- The college campus is also utilized for holding competitive exams of the Transport Department and District Development Committee's meeting.
- The college authority also allows various organizations to hold conventions, meetings, felicitation programmes on holidays and Sundays.

Sequential Growth of Academic and Infrastructure

The college aims at achieving sequential growth of academic and infrastructural area.

2009-2010

i. Enrolment: Total Enrolment of the college:

Hs	521
Degree	415
Total	936

ii. Infrastructure development (New class room): Cycle/bike stand, Hostel super quarter.

iii. Books in the Library:

No. of Books	73
Amount spent	Rs. 9910/-

iv. Amount spent in Maintenance of infrastructure: Rs.71,097/-

v. Amount spent in Purchase of computers: Rs.75,124/-

vi. Amount spent in Purchase of sports items: Rs.15,450/-

2010-2011

i. Enrolment: Total Enrolment of the college:

Hs	520
Degree	457
Total	977

ii. Infrastructure development: Completion of construction of campus wall.

No. of Books	370
Amount spent	Rs. 25,978/-

iii. Amount spent in Maintenance of infrastructure: Rs.1,16,992/-

iv. Amount spent in Purchase of computers: Rs.1,13,500/-

v. Amount spent in Purchase of sports items: Rs.11,490/-

2011-2012

i. Enrolment: Total Enrolment of the college:

Hs	399
Degree	543
Total	942

ii. Infrastructure development:

- Construction of one class room (First floor of language lab)

- Started construction of departmental building.

iii. Books in the Library:

No. of Books	356
Amount spent	Rs. 92,720/-

iv. Amount spent in Maintenance of infrastructure: Rs.1,37,647/-

v. Amount spent in Purchase of computers/equipments: Rs.5,64,800/-

vi. Amount spent in Purchase of sports items: Nil

<p style="text-align:center">2012-2013</p>

i. Enrolment: Total Enrolment of the college:

Hs	385
Degree	392
Total	777

ii. Infrastructure development:

- Construction of departmental building (continued).
- Started construction of indoor stadium.
- Construction of women's Hostel.
- Construction of day care centre.

iii. Books in the Library:

No. of Books	37
Amount spent	Rs. 42,853/-

iv. Amount spent in Maintenance of infrastructure: Rs.72, 736/-

v. Amount spent in Purchase of computers: Rs.75,124/-

vi. Amount spent in Purchase of sports items: Rs. 2,38,092/-

<p style="text-align:center">2013-2014</p>

i. Enrolment: Total Enrolment of the college:

Hs	427
Degree	422
Total	849

ii. Infrastructure development:

- Construction of 01 classroom
- Continued construction of women's hostel complex
- Construction of departmental building completed.
- Started construction of virtual cum digital classroom.

iii. Books in the Library:

No. of Books	211
Amount spent	Rs. 35, 061/-

iv. Amount spent in Maintenance of infrastructure: Rs.

v. Amount spent in Purchase of computers: Rs.

vi. Amount spent in Purchase of sports items: Rs. 4910/-

<p style="text-align:center">2014-2015</p>

i. Enrolment: Total Enrolment of the college:

Hs	361
Degree	428

Total	789

ii. Infrastructure development:

- Construction of one portion of boundary wall.

- Renovation of Anand Prakash Building.

- Completed construction of women's hostel.

- Construction of 1 classroom.

- Continued construction of virtual cum digital classroom.

iii. Books in the Library:

No. of Books	176
Amount spent	Rs. 41, 838/-

iv. Amount spent in Maintenance of infrastructure: Rs.

v. Amount spent in Purchase of computers: Rs.

vi. Amount spent in Purchase of sports items: Rs. 27, 170/-

2015-2016

i. Enrolment: Total Enrolment of the college:

Hs	321
Degree	478
Total	799

ii. Infrastructure development:

- Completed construction of virtual cum digital classroom.

- Construction of boundary wall across circle office line.

- Construction of indoor stadium completed.

- Construction of 1 classroom continued.

iii. Books in the Library:

No. of Books	77
Amount spent	Rs. 37, 100/-

iv. Amount spent in Maintenance of infrastructure: Rs.

v. Amount spent in Purchase of computers: Rs.

vi. Amount spent in Purchase of sports items: Rs. 8500/-

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirement of student with physical disabilities?

The College provides basic minimum facilities for the physically disabled students by erecting ramps in the ground floors of all the buildings including the administrative block.

4.1.5 Give detail of the residential facilities and various provisions available within them.

- Hostel facility (Girls)-20 seats
- Recreational facilities-Teachers' Common Room, Students' Common Room
- Students can have access to internet in the centrally located Administrative Office and in the Library.
- First aid facility is available in the College. Emergency medical need is provided in the First Referral Unit of 30 bedded hospital located at a distance of 300 meters from the College.
- Library facility in the hostels is yet to be provided.
- Internet facility is available in the Administrative Office and the Library.
- Residential facility for Hostel Superintendent and occupancy is available.
- Safe drinking water facility is available in the College Hostel.
- The entire College campus is well protected with boundary wall. Night Chowkider is appointed for the purpose. Some portions of boundary walls' height have been raised.

4.1.6 What are the provisions made available to students and staff in terms of healthcare on the campus and off the campus?

The College puts up efforts in order to provide its staff and students with different facilities for health support.

- The College provides First aid facility.
- Emergency medical need is addressed either by procuring the service of Doctor from the local PHC/FRU or sending the needy students to the aforesaid hospital.
- Sick room or sick bed arrangements are made for sick students during examinations held in the College. The local PHC/FRU provides necessary medical help in this regard.
- Expenditures for treating injured players of the College while taking part in sports events are met by the College authority.
- Sugar test of the staff and students is done by the Non-Communicable Diseases (NCD) team from District Health Department.
- There is a provision of room in the Girls' Hostel for sick inmates.

4.1.7 Give details of the common facilities available on the campus.

- Filtered water-supply

- College's canteen
- College's library
- Playground
- Sports facilities

4.2 Library as a Learning Resource:

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The Library has a Library Advisory Committee (LAC) to promote the quality of library services and to ensure better understanding between the library policies and its stakeholders.

The committee consists of 10 members-

i. Principal-Chairman
ii. Librarian-Secretary
iii. Vice-Principal-Senior Member
iv. Departmental Heads (7)- Members

The LAC discusses and considers the items of issues placed by the Secretary before the LAC from time to time. At the initiative of the Chairman and active coordination of all the members, the important issues are discussed and policies are framed for proper and timely implementation. The committee sometimes suggests the ex-officio secretary for planning and frame out estimation so as to make it convenient for final approval at governing body meeting. The committee sincerely considers the important matters intending to fulfill the aspirations of the prime stakeholders i.e., students of the college.

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.):** 484.93 Sq. Mts.
  - ➢ **Reading Room:** 114.60 Sq. Mts.
  - ➢ **Stack Room:** 160.32 Sq. Mts.
- **Total seating capacity:** 50
  - ➢ **Students:** 40
  - ➢ **Staff:** 10
- **Layout of the library:**

The library sections have been arranged systematically stalled in 2 buildings-old and new. The layout of the present entire library building is as given below-

Sl. No.`	Sections/Service	Location	Building
1	Property Counter	Ground Floor	Old
2	Circulation Centre	Do	Do
3	Librarian's Room	Do	Do
4	Text Book Section with reading facility	Do	Do
5	Periodical Section	Do	New
6	Internet and Digital Section	Do	Do
7	Reprographic Section	Do	Do
8	Technical Section	Do	Do
9	Toilet facility	Do	Do
10	Reference Section with reading facility	1st Floor	Do

4.2.3   How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

On the basis of the submission of book-list by the respective department, the LAC scrutinizes the list and decides for procuring books and journals. The authority sanctions the amounts on the basis of the availability of the library fund which is generated from different sources namely student fee, govt. grant, UGC grant etc. At present the Internet and N-LIST services added to the library have made it convenient to have e-resources including e-journals without subscribing them from outside vendors.

Amount spent on procuring new books has been provided below (2009-2013)-

Library Holdings	2009-2010		2010-2011		2011-2012		2012-2013	
	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost
Text books	73	9,910/-	370	25,978/-	356	92,720/-	37	42,853/-
Reference books	125	37,206/-	11	4070/-	37	70774/-	40	22,407/-
Journals/ Periodicals	---	4899/-	---	3394/-	---	15,738/-	---	16,070/-
E-resources	Nil	-	Nil	-	Nil	-	Nil	-
Any other (specify)	-		-		-		-	

2013-2014

Library Holdings	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8587	Rs. 898621/-	201	Rs. 32861/-	8788	Rs. 931482/-
Reference	1126	Rs. 461248/-	10	Rs. 2200/-	1136	Rs. 463448/-

Books						
e-Books	Nil	----	Nil	----		
Journals	11	Rs. 16070/-	Nil	----	11	Rs. 16070/-
e-Journals	Nil	----	Nil	----		
Digital Database	Nil	----	Nil	----		
CD & Video	Nil	----	Nil	----		
Others (specify)	Nil	----	Nil	----		

2014-15

Library Holdings	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8788	931482/-	156	29377/-	8944	960859/-
Reference Books	1136	463448/-	20	12461/-	1156	475909/-
e-Books	-	-	-	-	-	-
Journals	11	16070/-	-	-	08	5040+/-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

2015-16

Library Holdings	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/-

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

In the internet cum digital library section, 20 computer sets, 01 printer and 01 scanner are available. 01 computer has been used for preserving document in the digital

format with the help of a scanner. 07 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.

Three (03) Photostat machines, one of which is a risograph, one (01) coloured and the other is black and white are available in the reprographic section.

4.2.5   Provide details on the following items:

- **Average number of walk-ins:** Average number of walk-ins in the library: 135 per day
- **Average number of books:**
  - ➢ **Issue:** 55 per day
  - ➢ **Return:** 40 per day
- **Ratio of library books to students enrolled:** 1:2
- **Average number of books added during the last three years:**

2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
370	356	37	211	176	77

- **Average number of login to OPAC:** OPAC has been served to users.
- **Details of 'weeding out' of books and other materials:** As most of the books at the stack are new and of limited quantity, the weeding out works has not been performed.

4.2.6 Give details of the specialized services provided by the library:

- **Reference:**

  The staff of the Library provides direct personal aid to students and teachers in accessing the required information and its sources.

- **Reprography:**

  A Xerox machine has been procured for photo copying of the required pages of books to users. A risograph, 01 coloured and one black and white photocopier have been added to the library.

- **ILL (Inter Library Loan):**

  No provision has been made for rendering inter library loan services in the library so far.

- **Information Development and Notification:**

The required information has been recorded properly and important information is notified in the notice board of the library for the respective users.

- **Newspaper and Periodical Stand for proper display:**
  The daily and latest news papers and periodicals are displayed in the specified stand kept for the purpose only. The old news papers and periodicals are also preserved properly for easy and effective access.

- **Question Bank System:**
  The question papers of latest and earlier few years are cumulated separately in separate subject for its effective use.

- **Book Bank System:**
  The library has provision for serving the poor students belonging to families under poverty line. Books are given to this category keeping in view the availability of existing collection.

- **Reading List/Bibliography Compilation:**
  No provision has been made for bibliography compilation in the library so far.

- **In-house access to e-resources:**
  The library has started initiation of computerization process of the services.

- **User Orientation and Awareness:**
  The librarian takes Library Orientation Classes (LOC) for both HS and Degree students.

- **Assistance in searching Databases:**
  The provision for preparing databases has been initiated.

- **INFLIBNET/ICU facilities:**
  N-List services have been introduced.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

Staff of the library provides direct personal assistance in browsing and accessing the required information placed by the students. Staffs provide special support to the teachers pursuing the project work and any research work.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged person? Give details.

The foundation level of the library building is not so high and it does not make any problem for physically challenged persons for direct entry to library. In near future

the authority will make provision for physically challenged persons to go for 1st floor of the new building attached to existing library building.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services? (What strategies are deployed by the library for the users to the air views through a separate library complaint box which is regularly checked?)

The library has no provision for feedback from the students to analyze their needs and satisfaction. Yet, the library staff attempts to get such information through interaction with students inside the LOC (library orientation class) room or outside it. Recently the library has framed out the plan to get feedback from the students.

4.3 IT Infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution.

- **Number of computers with configuration:**

Location	No. of System	CPU	Speed	RAM	Hard Disc	Bit	Printer/Scanner/Projectors etc.
Dr. D.K. Phukan Principal	01	Symbol Pentium ® Dual Core		(DDR 2) 2 GB	80 GB	32	-
Mr. Dulu Konwar UDA	01	AMD Athion (tm)64X2 Dual Core	2.31 GHz	(DDR 2) 2 GB	160 GB	32	-
Mr. Tilak Dutta LDA	01	Lenovo i3	3.10 GHz	(DDR 3) 2 GB	500 GB	32	-
Mr. Bubul Dehingia JR. ASST.	01	Lenovo i3	3.10 GHz	(DDR 3) 2 GB	500 GB	32	1. HP Laser Jet P1007 2. Wep Bounti CSX450
Mr. Satyajit Dowarah LDA	01	Symbol Pentium ® Dual Core	2.00 GHz	(DDR 2) 2 GB	160 GB	32	1. Canon LBP3108B 2. HP Color Laser Jet Pro MFP M176n
Office Server Computer	01	Acer i3	3.30 GHz	(DDR 3) 2 GB	500 GB	32	-
IQAC	01	HP Pentium ® CPU G2020T	2.50 GHz	(DDR 3) 2 GB	500 GB	32	1. HP Laser Jet P1007
NCC	01	Lenovo i3	3.10 GHz	(DDR 3) 2 GB	500 GB	32	1. HP Laser Jet P1007
Dept. of English	01	Lenovo Pentium	3.20 GHz	(DDR 2) 1 GB	500 GB	32	-

		Dual Core					
Dept. of Assamese	01	Lenovo Pentium Dual Core	3.20 GHz	(DDR 2) 1 GB	500 GB	32	-
Dept. of Pol. Science	01	Lenovo Pentium Dual Core	3.20 GHz	(DDR 2) 1 GB	500 GB	32	-
Dept. of Sociology	01	Lenovo Pentium Dual Core	3.20 GHz	(DDR 2) 1 GB	500 GB	32	-
Dept. of History	01	Symbol Intel ® Core (TM) i3	3.07 GHz	(DDR 3) 2 GB	500 GB	32	1. Canon LBP3108B
Dept. of Education	01	Symbol Intel ® Core (TM) i3	3.07 GHz	(DDR 3) 2 GB	500 GB	32	-
Dept. of Economics	01	Lenovo Pentium Dual Core	3.20 GHz	(DDR 2) 1 GB	500 GB	32	-
Language Lab.	10	HCL Pentium Dual Core	2.80 GHz	1.89 GB	500 GB	32	Projector with Digital Board, Benq-1 Clarity-1 No.
KKHSOU, Demow College Centre	01	HP Pentium Dual Core	1.80 GHz	(DDR 2) 1 GB		32	1. HP DeskJet F4185 All-in-one 2. HP DeskJet Di560
Dr. Wakidur Rohman Librarian	02	Lenovo i3	3.10 GHz	(DDR 3) 2 GB	500 GB	32	1. HP Laser Jet P1007
		Symbol Intel ® Core (TM) i3	3.07 GHz	(DDR 3) 2 GB	500 GB	32	
Library	02	Symbol Intel ® Core (TM) i3	3.07 GHz	(DDR 3) 2 GB	500 GB	32	
		HP Pentium Dual Core	2.40 GHz	(DDR 3) 2 GB	500 GB	32	
Library Circulation Section	01	Lenovo Pentium Dual Core	3.00 GHz	(DDR 3) 2 GB	500 GB	32	
Library Digital and Internet Section/Lib. Computer Lab.	20	Lenovo Pentium Dual Core	3.00 GHz	(DDR 3) 2 GB	500 GB	32	1. HP Laser Jet P1007-1 No. 2. Scanner-Cannon DR-F120-1 No. 3. Projector with Digital Board, Benq-1 Clarity-1 No. 4. Digital Visualizer, Clarity-1 No.

- **Total number of Personal Computers:** 51

- **Total number of Laptops:** 02
- **Computer-student ratio:** 1:9.37 (2015-16)
- **LAN facility:** Available
- **Licensed software:** Windows 7, Vista, K7 Ultimate Security, Academic DCL
- **Number of nodes/computers with internet facility:** 08

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Each department of the college has been equipped with a desktop set. The internet facility is made available in the administrative building with the access for faculty members. For the stakeholders 10 numbers of desktops have been arranged by the authority which has been replaced by the present language lab. Off campus ICT facility for faculty and students in not provided.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Additional computers have been procured for reduction of paper works in the office of the administrative staff. For accuracy, preservation and transparency of data/information and to render record keeping system effective arrangement has been made by providing updated version of software and LAN provision. In the library, for automation of the library services, more computers with recommended software have been provided along with reprographic machines.

4.3.4 Provide details on the provision made in the annual budget for procurement, up-gradation, deployment and maintenance of the computers and their accessories in the institution (Year-wise for last four years)

Budget provision for procurement, upgradation, deployment and maintenances of the computers and their accessories are as follows-

Sl. No.	Heads of Allocation	2009-10	2010-11	2011-12	2012-13
1	Building maintenance	Rs. 100000/-	Rs. 100000/-	Rs. 150000/-	Rs. 100000/-
2	Furniture	Rs. 20000/-	Rs. 20000/-	Rs. 150000/-	Rs. 50000/-
3	Computer	Rs. 80000/-	Rs. 120000/-	Rs. 60000/-	Rs. 70000/-
4	Electric power supply	Rs. 50000/-	Rs. 100000/-	Rs. 70000/-	Rs. 80000/-
5	Equipments & tools (generator,	Rs.50000/-	Rs. 100000/-	Rs. 450000/-	Rs. 350000/-

		UPS, Projector, Xerox machine etc.)				
6	Academic infrastructure	Rs. 300000/-	Rs. 1000000/-	Rs. 800000/-	Rs. 800000/-

Source: Office of the Principal, Demow College

Head	2009-10	2010-11	2011-12	2012-13
Procurement	Rs. 150000/-	Rs. 240000/-	Rs. 660000/-	Rs. 470000/-
Up gradation & Maintenance	Rs. 100000/-	Rs. 120000/-	Rs. 120000/-	Rs. 100000/-

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?

Voice amplifier and peripherals have been provided for classes having large number of students. The projectors are used when and while the use of the same becomes essential in addition to green boards.

The college office is fully automated. The admission, fee collection is done with college automation software.

- As a part of the Management Information System (MIS), the information regarding the important issues, notifications for the significant events like admission are uploaded in the college website for the information of all concerned.
- The college library is also being computerized. The details of the book have been entered in the computer.
- The attendance of the teaching and the non-teaching staff is done in a Biometric Machine. The detail of the attendance is obtained with the help of computer software.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to online teaching-learning resources, independent learning, ICT-enabled classrooms/learning spaces etc.) by the institution. Place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

In some specific classes data/information collected from internet sources (college) are used to support the deliberation of teaching-learning activities.

4.3.7 Does the institution avail of the national knowledge network connectivity directly or through the affiliating university? If so, what are the services availed of?

So far the knowledge network connectivity directly or through the affiliating university has not been availed of.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statement by providing details of budget allocated during last four years)?

• For optimal allocation and utilization of the available fund, the Principal of the college holds meeting with the VP, the HoDs, Librarian, IQAC Coordinator and Head Assistant. There, the Principal discusses and decides specific proposals for maintenance of works and infrastructure development.

• After assessment of the financial need and availability by the committee chaired by the Principal, need and availability provisions are made in the annual budget, approval of the same is obtained from the top management i.e. the GB and responsibility of materializing the same and monitoring of optimal use of the fund is reposed upon the infrastructure development committee(s).

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

• The college development fund is utilized for upkeep and maintenance of the infrastructural facilities.

• The Principal, following the recommendation of the committee consisting of VP, teaching representatives, HoDs, Coordinator of the IQAC, Librarian and Head Assistant of the office sort out the plans & budget and places it before the meeting of the Top Management i.e. Governing Body for due approval and execution.

• The authority, through two Building Construction Committees, performs the minor and major civil works; and if need be, tenders are called upon and the lowest bidder is offered the work for execution.

• The Building Construction Committee together with the appointed civil engineer monitors the major construction works of the institution.

• For annual maintenance of computers, the authority appoints firm/firms when needed.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Since the institute is running with seven departments of Arts stream alone, there is no use of sophisticated and scientific instruments except the computers, the photo-copiers, inverters and the generators.

Checkup and repairing of the same is taken up annually after due approval of the committees concerned. And in exigency, the Principal of the college takes up immediate measures without obstructing the teaching-learning process and the office management.

In the cases of repairing/mending involving large sum of money, the Principal holds meeting inclusive of Vice-Principal , the HoDs, IQAC Coordinator, Librarian and the Head Assistant; and accordingly fund allocation is made by the Principal subsequently with necessary approval of the Top Management Body i.e. Governing Body.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

There is no separate transformer installed in the college campus for electricity power supply to contain the voltage fluctuation.

However, the college authority has installed three-phase line electric connectivity for the college, which controls voltage variations. The new panel board has recently been stalled.

The UPS of the computers are regularly checked up and necessary repairing/replacements are done immediately by the college authority.

There are separate provisions for water supply in the departmental building and for general use. The later is donated by an ex-student of the institution.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/ handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The college publishes its prospectus each year before the commencement of the course and admission of the students. The mission and vision of the college have been laid down in the prospectus; the information about the institution and its commitment and responsibility are well-documented in it.

The prospectus provides the following information:

i. Vision, mission and objectives are included in the Prospectus focusing the commitment and accountability of the institution.

ii. Programmes/courses offered for study

iii. Self-financing course under distance mode

iv. Academic and co-curricular activities inclusive of NCC and NSS programmes

v. Rule of conduct for the students

vi. Faculties and name of the faculties available.

vii. Fee structure of the courses offered

viii. Academic calendar which includes-

    (a) Examination dates

    (b) Working days

    (c) Holidays

    (d) Festival days

ix. Scholarship for the meritorious students

5.1.2 Specify the type, number and amount of institutional scholarships/free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Type-I	Year	No. of Students	Amount (in Rs.)
Free Studentship	2009-10	06	.13,470/-
	2010-11	07	15,480/-
	2011-12	Nil	Nil
	2012-13	09	19,120/-
	2013-14	07	22,715/-

Type-II	Year	Amount (in Rs.)

		ST	SC	Others
Scholarship provided by the State Govt.	2009-10	3020/-	Nil	---
	2010-11	38,140/-	4,720/-	---
	2011-12	1,71,770/-	Nil	---
	2012-13	1,29,410/-	Nil	---
	2013-14	Nil	Nil	5990/-
	2014-15	Nil	26,220/-	Nil

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

The percentage of students received financial assistance in the form of scholarship has been given below:

Year	Total Number of Students	No. of Students given Scholarship					Percentage
		ST	SC	OBC	GEN	Total	
2009-10	410	01	Nil	Nil	Nil	01	0.24
2010-11	457	17	02	Nil	Nil	19	4.16
2011-12	392	43	Nil	Nil	Nil	43	10.97
2012-13	392	33	Nil	Nil	Nil	33	8.42
2013-14	422	Nil	Nil	Nil	01	01	0.23
2014-15	428	Nil	06	Nil	Nil	06	1.40

5.1.4 What are the specific support services/facilities available for-

a) Students from SC/ST, OBC and economically weaker sections:

b) Students with physical disabilities:

c) Overseas students:

d) Students to participate in various competitions (national and international:

e) Medical assistance to students: health centre, health insurance etc.):

f) Organizing coaching classes for competitive exams:

g) Skill development (spoken English/computer literacy etc.):

h) Support for 'slow learners':

i) Exposures of students to other institution of higher learning/corporate/business house etc.

j) Publication of student magazines:

    a) The following facilities are made available for economically weaker/ST/SC/OBC students-

        i. Reservation at the time of admission

        ii. Additional/tutorial/revisionary classes

        iii.Book-Bank

iv. Free studentship and scholarship (authority and faculty members)

b) Provision of reservation for admission for physically handicapped student(s).

c) There is no overseas student.

d) The college has provision for managing financial assistance for students in order to enable them to participate in the cultural competitions and youth festivals organized by the affiliating university.

e) Ailing students are provided free medical treatment in the hospital located nearer to the institution if and when occasion arises. There is no health centre within the college campus; no health insurance of the students is done.

f) Such coaching classes have not been started yet.

g) Spoken English and Computer Literacy Programmes have been functioning. Tourism and Travel Management and Communicative Skill papers are integrated to undergraduate course.

h) Revisionary classes are arranged for the slow learners.

i) Students are taken to other institutions of higher learning, industrial site, bio-diversity area and for field trips.

Students of the college have visited-

i. Kaziranga University, Jorhat

ii. Integrated Infrastructural Development Centre (IIDC), Demow

iii. Gibbon Sanctuary

iv. Dibru-Saikhowa National Park

v. Tai-Phake village, Naharkatia, a centre for eco-tourism

vi. Kaziranga National Park

vii. Tezpur, the cultural centre of Assam

viii. Shillong, the prominent hill station of Meghalaya

j) College magazine is published annually. The students contribute their articles, stories, poems and other creative writings in the student magazine. The students of all departments contribute their articles on different topics in the wall magazines published by the student union of the college.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills among the students and the impact of the efforts.

Students have been taken to 'Bamboo Craft and Plastic Chair Manufacturing Industry' to encourage the students for entrepreneurship development.

Because of constant inspiration by the faculties, a number of outgoing students have developed their trade and business in the field of brick manufacturing industry (6 nos.). Candle production, shops, hotels, contracts under state govt. departments etc., as thus, imparting of higher education and inspiration to develop entrepreneurship has a positive impact leading to self-employment and establishment of small industries.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

As part of education, the institution encourages the student community to involve and participate in extra-curricular activities.

i. Yoga camps have been organized.

ii. Drill of NCC cadets is continued for development of physical health, discipline and morality.

iii. Students are allowed to participate in yoga, NCC and NSS camps in and outside the state.

iv. Proficient students are allowed to participate in games, sports, music, drama and cultural competitions, particularly in the youth festival of the affiliating university which is held annually.

v. Relaxation has been made in respect of class attendance to the students who participate in such inter-college games and sports, and/or tournaments.

vi. Students who participate in such games and sports, and/or tournaments are given light refreshment. Sports uniform and materials are provided in the case of cricket, handball and football players.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE/ CAT/ GRE/ TOFEL/ GMAT/ Central/ State services, Defence, Civil Services etc.

The institution encourages the ex-students to promote their proficiency and get qualified in NET/SLET, banking, postal and/or civil service examinations. In total 7 (Seven) ex-students having progression in higher education have been NET/SET qualified.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)?

The Academic and Career Counseling and guidance to the students are provided. The Cell has been formed in the college to provide students for academic, personal and career counseling.

The main objectives of such counseling programmes are-

i. To enable the students to explore the future path of progression.

ii. To assist in selecting the career option.

iii. To equip the students to integrate with the changing trend of society.

iv. To promote altruistic view toward the society.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of the students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list of the employers and the programmes)

There is a Student Counseling Committee to guide the students in respect of career and employment opportunity as stated. But, there is no structured, nor central mechanism for maintaining records of employment, providing specific job information, placement and arranging for campus interviews.

5.1.10 Does the institution have a student grievance redressal cell? If 'yes', list (if any) the grievances reported and redressed during the last four years.

There is a Grievance Redressal Cell in the institution for hearing the grievances of the students and redressing the same.

i. Lack of proper toilet facility reported and this has been fulfilled.

ii. Lack of toilet facility in the students' union office. The same has been redressed by constructing a toilet room.

iii. Demand for construction of a boys' common room has been materialised.

iv. The girls' hostel has been constructed in response to their demand and ready for occupation.

v. To meet the demand for extension of library space. Infrastructure of the central library has been increased.

vi. In response to the demand for altering old classroom roofing, ceilings and complete renovation of electric connection, the ceilings, roofing and renovation of electric connection in the classrooms of the old building have been done.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

A conducive and disciplined environment has been maintained in the institution and hence there is no sexual harassment within the college campus.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

There is an Anti-ragging Committee in the college. However, there is no single noticeable ragging event in the college campus during the last four years due to strict measures taken by the college authority. The college has a healthy tradition of welcoming the newcomers by organizing a freshmen social. The senior students provide full support and guidance to the new entrants to wane their problems and achieving their goals.

5.1.13 Enumerate the welfare schemes made available to students by the institution

Two special students' welfare schemes are there. One is free studentship for meritorious but poor students. The other is aid for medical care for ailing students. Funds available in welfare head of account is used for these two purposes.

In addition to these two specific schemes, the following supports are provided to the poor students-

i. Additional books are offered to the poor and needy students from the book-bank of the college library.

ii. Financial support is given to the students for participating in sports and cultural programmes organized by the affiliating university and other sporting agencies.

iii. Primary health care aid is provided at the cost of the institution to the in-campus ailing student (s).

5.1.14 Does the institution have registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The institution has an unregistered Alumni Association. The association supports the institution in holding seminars, awareness programmes and various sports and cultural events.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed (2013-2016).

Student progression of the institution is given below-

Student Progression	In percent
i. UG to PG	10
ii. PG to M. Phil.	Nil
iii. PG to Ph. D.	Nil

Employed:	
i. Campus Selection	Nil
ii. Other than campus Selection	00

Note: Total number of students for the last four years and the percentage of experiencing progression.

Year	Total No. of Students	Progression in numbers	Progression (in %)
2009-10	410	45	10.97
2010-11	452	46	10.17
2011-12	246	36	14.63
2012-13	198	30	15.15
2013-14	234	22	9.40

5.2.2 Provide details of the programme-wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the colleges of the affiliating university within the city/district.

Programme-wise pass percentage and completion rate of the institution has been given below-

Sl. No.	College	Year						
		2010	2011	2012	2013	2014	2015	2016
01	Appeared	138	111	140	142			
02	Passed	104	51	74	127			
03	Pass percentage	75.36	45.94	52.85	89.44			

The comparative statement of academic performance of Demow College and H.C.D.G. College, Nitaipukhuri:

Year	Result of Demow College		Result of H.C.D.G. College	
	Pass Percentage		Pass Percentage	
	Core	Major	Core	Major
2010	77.66	68.57	100	100
2011	33.33	64.44	82.85	77.77
2012	41.30	75.00	93.93	100
2013	89.00	90.47	50	86.66

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

For progression to higher level of education such as for general and professional courses, the students are encouraged by the respective departments based on the vitality, potentiality and prospects of the students concerned.

The outgoing students are counseled by the IQAC and Student Counseling Committee (jointly) informing them the opportunity opened for higher studies and the institutions available for such programmes.

There is no placement cell in the institution. However, it's Students' Counseling Cell in particular and the faculty members in general monitor for getting the students absorbed in different departments of the govt. and for self-employment.

The institution keeps its door open for the passed-out students to attend the seminars and the training programmes organized in the college.

5.2.4 Enumerate the special support provided to students who are at risk of failure and dropout?

Special care and additional classes are taken up for the students who are at the risk of failure. Drop-out students and the students who could not get through the exams are motivated and monitored to pursue their studies for completion of the course(s) undertaken by way of providing financial help including books and academic counseling. The institution succeeds in its motivation efforts.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and programme calendar.

The institution provides the following facilities and equipments to join in the sports and cultural activities-

i. For football and volleyball games: Balls, jersey, boots, nets and volleyball court.
ii. For cricket: Ball, bat, guards, helmet, stumps
iii. For handball game: Balls, nets and handball court.
iv. For minor games: Carrom board, badminton kit, chess board, javelin, discus, shot-put etc. are made available.
v. For cultural and musical programme: The decorated stage, microphone, lighting facilities and the musical instruments such as harmonium, tabala etc. are provided. The college week is held as per academic calendar of the university.

5.3.2 Furnish the details of major achievements in co-curricular, extra-curricular and cultural activities at different levels: University/State/Zonal/National/International etc. for the previous four years.

Achievements of the students during the last four years:

Year	Achievements
2009-10	Mr. Mridupaban Dutta has received the award of Best Physique of Dibrugarh

	University.
2011-12	Mr. Dipak Tanti represented Assam in Handball discipline organized by SAI, Patiala.
2012-13	Mr. Kailash Chowra participated in 17th East-zone Handball Championship.
2013-14	i. Mr. Dipak Tanti participated in National Handball Championship, Jorhat. ii. Mr. Prithivi Pandov participated in the 36th Junior (Boys') National Handball Championship
2014-15	i. Miss Pragyashree Phukan participated in 3rd All Assam Senior Men & Women Beach Kabaddi Championship at Dhubri, Assam ii. Miss Nitumoni Telenga participated in the 18th All Assam Inter District Sub-Junior (Boys & Girls) Handball Championship at Borbhag, Assam

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The institution collects feedback from each last batch of outgoing students, and through the unregistered alumnae association. The information/data supplied by them are used for improvement of teaching-learning practices and the infrastructure development.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine and other material? List the publications/materials brought out by the students during the previous four academic sessions.

The students of the college are inspired and make themselves involved in academic pursuits through-

i. Publication of college magazine

ii. Holding annual sports and cultural events

iii. Holding students' election each year

iv. Publication of wall magazine

v. The faculty members also inspire/assist the students in publication of article in local and state-level magazines and news papers.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes, the college has a student body, named as the Demow College Students' Union. The office bearers to the office of the students' union are annually elected by holding an election by the college authority. The union has an approved constitution. The programmes held by the students' union such as games, sports, cultural programmes, debate and quiz competitions are funded by the college authority by funds collected at the time of admission.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

In no academic and administrative bodies of the college, student representation is taken up, but in the Anti-ragging Committee, the G.S. of the college has been inducted as one of the members of the committee.

5.3.7 How does the institution network and collaborate with the Alumnae and former faculty of the institution?

The respective departments of the institution keep records of the alumnae and keep on contact with them. Some of the alumnae are asked to attend the seminars, workshops and programmes held by the college.

Similarly, the former faculties are invited to the functions and programmes of the college. The former principal of the college, Mr. N.N. Chetia, is now functioning as the President of the Governing Body of the college.

Get together of former faculty members is held occasionally.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The vision of the institution is to build up the institution as a centre of excellence and academia for socio-economic & cultural transformation.

Its mission is to protect and promote social harmony, quality of education, cultural heritage and dissemination of its benefits to common people with the commitment involving in generation of better and productive human resources.

Such mission of the institution and its adherence to these commitments gives a unique feature to this rural based institution in the north-east region.

As leading institution of higher education of the locality, it has been playing a vital role transforming the missions into stark reality amidst all odds and challenges. The alumnae of the college have been rendering their valued services with high moral and social responsibilities which are the benchmark of its success.

The institution has been trying to translate the mission into reality by transacting the course curriculum and achieving both the scholastic and non-scholastic works while imparting the updated course curriculum of higher education.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of the quality policy and plans?

The College Governing Body as the top management body, to which the Principal of the college acts as the Secretary, designs the management and administrative policy. The Principal/Secretary of the college implements the policy so designed with active cooperation of the faculty members of the college.

The academic policies designed by the affiliating university and the course curriculum prepared by the Board of Studies are implemented with cooperation of the faculty members of the respective departments. While implementing the academic programmes/policies, quality improvement is the morning star of the top management.

6.1.3 What is the involvement of the leadership in ensuring the policy statements and action plans for fulfillment of the stated mission?

- For implementing various curricular and infrastructural activities, the Principal constitutes different committees for carrying out the action plans for fulfilment of the stated missions.
- For achieving the institutional strategic plans, the members of various committees are informed about the duties and responsibilities which are well-defined.
- Feedback is taken up from the stakeholders. The strategic policies are framed and approved by the Governing Body of the college for execution.
- The institution encourages the stakeholders to upkeep the cultural heritage and excels in its quality. This is exhibited by the '*Chorus*' of the college as drafted by late Dhani Gogoi, the then Head Assistant and ex-student of the institution which is imbibed with novelty and spirit of culture.

Some of the alumnae of the college have been boosting up the regional culture of music and drama. They are-

    i. Mr. Ramesh Choladhara

    ii. Mr. Hemanta Bora

    iii. Mr. Prasanta Chetia

    iv. Mr. Gitashree Kalita

    v. Mr. Pabitra Mohan Phukan

    vi. Ms. Himadri Chetia Phukan

    vii. Mr. Gautom Konwar

    viii. Ms. Rashmi Rekha Gogoi

    ix. Ms. Bini Rekha Gogoi

    x. Mr. Bijoy Gogoi

    xi. Mr. Lata Dutta

    xii. Mr. Jadav Dutta

    xiii. Mr. Romen Das

    xiv. Ms. Pallabika Gogoi

- The Principal has been playing a leading role in bringing about organizational change, inclusive of administrative reform, infrastructure development, discipline of work and promotion of work culture in the college.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The Principal of the college consults the feedbacks from the teaching and non-teaching staff of the college as regards the problems encountered in carrying out plans of the institutions, its impacts and benefits. The VP and HoDs of the college are consulted about the plans and programmes to be initiated and evaluative comment about these implementations and improvement of the same.

The college has a Student Complaint Box. As per information/complaint from the students' community, steps are taken up with due consultation and permission of the College Governing Body, which is the apex body of the institution.

In addition to it, the Principal of the college personally interacts with the students to mitigate the problems and disadvantages at his level.

The Principal of the college keeps the GB informed of all the developments in the college.

6.1.5 Give details of the academic leadership provided to the faculty by the top management.

The Principal of the college is the administrative head and the secretary to the topmost management body, i.e. the Governing Body. The Principal supports and encourages the departmental heads to run her/his department smoothly in rendering quality services and improvement of teaching-learning method. Each department is given freedom to run the internal/departmental exams; evaluation of scripts, declaration of results of internal exams and accessing the progress of the students.

On the basis of expertise, the Principal selects some faculty members to different committees and repose upon them specific responsibility to perform.

Encouragement and appreciation from the Principal for the works performed by the faculty and office staff generates a congenial atmosphere and boosts up the work culture in the college.

6.1.6 How does the college groom leadership at various levels?

The college authority gets involved each and every member of the college fraternity in the academic and curricular works of the college, in addition to their rendering normal services by incorporating them into various committees constituted in the college as per need and directive of the state government.

The leadership amongst the faculty members have been groomed by constituting the following sub-committees.

   i. Two Building Constructions Committees (Govt. and UGC)
   ii. Women Study and Development Cell
   iii. Budget Preparation Committee
   iv. History Study Centre
   v. Alumnae Association (unregistered)
   vi. Prospectus Preparation Committee
   vii. Anti-ragging Committee
   viii. Examination Committee
   ix. Library Management Committee
   x. Hostel Management Committee

Amongst the student community, the leadership has been groomed by constituting the students' union for each academic session. The students' union represents the whole student body. It discusses the problems of the students, consult the Principal for solution and lead in holding annual games and sports and other academic events such as debating, quiz competitions etc.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments/units of the institution and work towards decentralized governance system?

Autonomy to each department has been granted in respect of class distribution, course completion, holding of internal exams and departmental seminars. The departmental faculty takes up the classes in conformity with the daily class routine.

The departmental committees are given full autonomy in running their programmes with due permission and information to the college authority. Thus, the college maintains the decentralized and participative management system in running the classes.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

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

For example, the college has the following bodies working at different levels-

   i. Research Advisory Cell
   ii. IQAC

iii. Budget Preparation Committee

iv. Two Building Construction Committees

v. Women Study and Development Cell

vi. Career and Guidance Cell

vii. Anti Ragging Committee

viii. Admission Committee

ix. Prospectus Preparation Committee

x. Examination Committee

xi. Hostel Management Committee

At lower strata, the following committees are there-

i. Students' Union

ii. Alumnae Association

iii. Magazine Committee (Editorial Board)

6.2 Strategy Development and Deployment

6.2.1 Does the institution have formally stated quality policy? How is it developed, driven, deployed and reviewed?

The college has formally stated its quality policy in its vision and missions as stated and presented in Criterion I.

- The mission statement was developed by the founder members of the college at the time of inception of the college.

- The college conveys the mission to stakeholders through the college's prospectus.

- The mission is disseminated amongst the stakeholders by referring the same in public meetings, academic discussions, staff meetings, alumni meet etc. from time to time.

- The Principal of the college gets feedback from the honourable members of the college Governing Body and prepares plans and proposals for all round development of the college and makes necessary efforts to transform the mission into reality. For this, the GB is kept informed about all affairs of the college and hence it takes necessary decisions for quality enhancement of the student community.

- While deploying the policy framed, the quality enhancement of the students is given top priority. The college strives for holistic development of the students, their academic growth, physical, ethical, moral and intellectual upliftment.
- Under the able guidance of the Principal, the reformative measures and projects are taken up. The Principal reviews the success of leadership involvement in achieving the goals by holding discussions with the teaching and non-teaching staff.
- The Principal reviewing the projects and the reformative measures undertaken and gathering information from various departments and committees places them before the GB for necessary review and approval.
- The GB after review of the proposal(s) analysis approves the measures/projects.

6.2.2 Does the institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college has the perspective plans for holistic development of the college and its stakeholders.

- It plans to introduce new courses in future, viz., Tea Management and Sericulture.
- To provide advanced technology for excellence in academic works.
- To provide global opportunity of employment to the student community in future.
- To develop the infrastructure facilities and to submit project proposal to UGC/RUSA for the same.
- To promote infrastructure of the central library and procurement of more books, journals, periodicals and magazines etc.
- Full automation of the library.
- To develop research facilities in the college.
- To organize more community development programme, awareness programme and extension activities and outreach programmes.
- Faculty development in the college.
- To develop society-industry-institution linkup.
- Digital classroom
- Sports complex

6.2.3 Describe the internal organizational structure and decision-making processes.

The internal organizational structure for policy making and decision taking in the institution has been framed as follows-
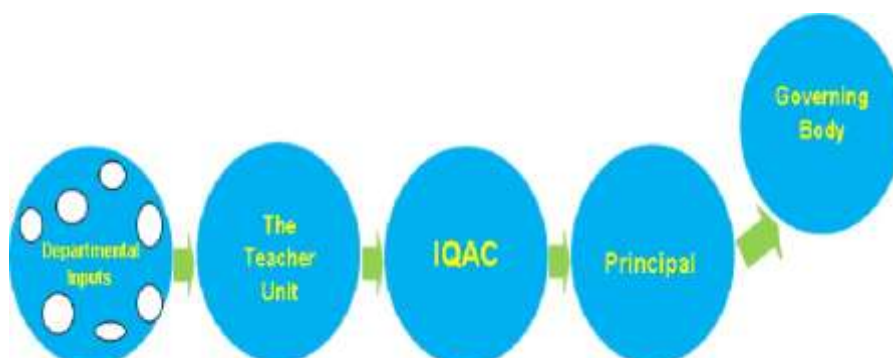
- The departmental faculties provide the inputs to the Teachers' Unit for logistic discussion of the matter.

- The Teachers' Unit, which represents the whole teachers' body, places the same to the IQAC for consideration. The Teachers' Unit discusses the academic development, programme execution, the basic and infrastructure need of each department in particular and for the institution in general.

- The IQAC, as has been developed in to a regular body in the institution for record keeping, evaluation and appraisal of the programme, and policy executed, considers the proposals, demands, suggestions submitted by the College Teachers' Unit keeping in view the exigency and the future development of the institution, submits the same before the administrative head, the Principal of the college.

- If necessary, expertise from external agencies is sought by the department/authority for execution of varied plans/programmes.

- The Principal of the college, who always keeps himself alert of all affairs of the college, considers it and consults with the GB about the proposals, change in policy, policy preparation, need of meeting the requirements. After due approval from the GB, the Principal of the college executes the plan, proposal and/or policy in collaboration with the teaching and the administrative staff.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:

- **Teaching and learning**
- **Research and development**
- **Community engagement**

- **Human resource management**
- **Industry interaction**

Teaching-Learning

The Principal 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.

Research and Development

The management has been encouraging the faculty members for undertaking research activities. The college does not have any fund to support any research programme. Yet, research works have been undertaken by some faculty members at their own expenses. The major and minor research projects have been continued with financial support from the UGC, and reported in the AQARs of different years.

i. The Principal, four faculty members and the Librarian have been awarded Ph. D, other six faculty numbers have been awarded M Phil degree, two faculty members have completed PGDHE course, two have done LL. B and one B Ed. Degree.

ii. The authority provides incentives for pursuing research work in terms of academic leave, special leave and duty leave to attend refresher/ orientation course, national and international seminars.

iii. The college authority encourages the faculties to submit the research proposals to various funding agencies to avail financial support. The latter is prompt in according consent to forward the properly submitted research proposals. In the current year a few MRPs have been submitted to the UGC and awaiting for its response.

iv. The college authority also sponsors to publish the volumes of seminar papers in book form. Since 2010- till now three volumes of seminar paper have been published by the institution.

Community Engagement

The Demow College was established on 26th July, 1970 at the initiative of distinguished educationists and social workers of the locality with a view to open up the opportunity to students for pursuing higher education. A few noted persons of the community closely involved and rendered their valued services in establishing the college are-

(a) Ram Chandra Dutta, Founder Secretary

(b) Moheswar Borgohain, Asstt. Secretary

(c) Dhiren Dutta, Asstt. Secretary

(d) Purusuttam Khemani, Treasurer

(e) Dr. Chandra Kamal Phukan, Member

(f) Md. Rahmat Ali, Member

(g) Nobin Ch. Borgohain, Member

(h) Mohan Ram Saikia, Member

(i) Durgeswar Saikia, (MLA) Member

(j) Jogeswar Sarma, Member

(k) Naranath Konwar, Member

(l) Anil Kr. Dey, Member

(m) Brajamohan Agarwalla, Member

(n) Ananta Borgohain, Member

(o) Khogen Gogoi, Member

(p) Phonindra Chetia, Member

(q) Bholaram Nath, Member

(r) Horen Phukan, Member

(s) Mohendra Nath Phukan, Member

(t) Muhiram Saikia, Member

(u) Lila Boruah, Member

(v) Hemraj Agarwalla, Member

The trend is continuing with the engagement of noted persons of the local community in management of the college. Those are-

i. Nara Nath Chetia, Ex. Principal

ii. G.N. Singh, Tea Garden Manager

iii. Madhav Baruah, Retd. Teacher

iv. Raju Changmai Gohain, Local Person

v. Bhabakanta Gogoi, Local Person

vi. Lalit Gogoi, Local Person

Thus, the local community finds its representation in the management of the college.

- The college organizes some community development programme in the neighbouring village areas with the involvement of its faculty members, office staff and the students. For example, the college surveys in neighbouring Kaliapani area, inhabited mostly by tea, ex-tea garden labourer and tribal community.

- The college has the following wings and cells which are kept engaged in rendering community services in the rural areas of the home district, Sivasagar.

    i. NCC Wing of 10th Assam Battalion, Dibrugarh E. Coy
    ii. NSS Wing
    iii. Women Study and Development Cell
    iv. Red Ribbon Club

    In the programmes organized by such wings and cells, the local community gets actively involved, which help in socio-economic transition of the society.

- The local community and community leaders actively cooperate in organizing and performing various programmes in the college.

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.

Industry Interaction

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-

     i. Anand Prakash Memorial Building
    ii. Lahoty Hall
   iii. Girls' Common Room (ABITA)
   iv. ABITA Building
    v. 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.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders to review the activities of the institution?

In addition to information available from the administrative office/staff, the Principal of the College collects information to review the activities and the same is disseminated by-

     i. Organizing periodical meetings of teacher and non-teaching staff.
    ii. Through personal interactions with the teaching faculty, office staff, students and G.B. members
   iii. Serving notice & circulars from time to time.
   iv. Meetings with the students' union gives adequate feed back to the Principal
    v. The Principal has the easy access to all stakeholders, invite everybody to suggest, expresses her/his views and express the grievance, if any. Such personal interactions and discussions keep every stakeholder informed about the current functioning of the College.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

For improving the effectiveness and efficiency of the institutional process, the management encourages the involvement of its college fraternity in its academic and

development activities and reposes the tasks. Thereby the management gets adequate support and service of the staff in executing a programmed work.

- Representatives of teaching and non-teaching staff have been incorporated in the college Governing Body. Thereby a pattern of participatory management has been developed.
- Faculty members and office staff have been included in various committees and sub-committees of the college either as convenor or member, involving them into the functioning of the college.
- The Principal entrusts each head of the departments to decide on course allocation, planning for the classes, class schedule, holding internal exam. and assessing answer scripts of such exams.
- Teaching faculties are made involved in planning for the college, executing the year-long programme infrastructure development, construction work, in addition to day to day transactions of the course curriculum.
- The Principal encourages the research activities by providing leave to attend the RC/OP, seminars, workshops, symposia and fieldwork for research activities. Committees such as the-
  - ➢ Women Study & Development Cell
  - ➢ Research Advisory Committee
  - ➢ Library Advisory Committee
  - ➢ Anti-Ragging Committee
  - ➢ Prospectus Preparation Committee
  - ➢ Hostel Management Committee

  -help a lot in smooth management of the various programmes of the college and college administration.
- Principal holds meetings with the non-teaching staff and the teaching faculties in order to inform the state govt., UGC or University circulars, information, instruction and/or guidelines etc.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The Governing Body usually meets once in a year. Last year (2012-13), the G.B. has been held 5 times and altogether 21 resolutions had been taken. All these resolutions

had been executed by the Principal of the College in cooperation of the teaching faculty and non-teaching staff of the College.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Does not arise

6.2.9 How does the institution ensure that grievances/complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The Grievance Redressal Cell ensures early and prompt redressal of the students' complaints. There is a Students' Complaint Box, where the students put their complaints.

- Often the Students' Union orally presents its complaints before the Principal of the College.
- The complaints are lodged by the Students' Union in three ways-
    i. By written complaints to the Principal
    ii. Dropping the complaints in the Complaint Box and
    iii. Orally presenting the complaints to the Principal of the College.
- The complaints/grievances are redressed at various levels. Some grievances are redressed by personal counselling. Others are met through administrative mechanism.
- Some grievances of the students are settled by the Principal together with the Vice-Principal and senior teaching members of the Grievance Redressal Cell in an amicable manner.
- Grievance relating to infrastructure inadequacy is met with due approval of the Governing Body, by holding G.B., presenting the grievance for discussion and for decision taking. The G.B. empowers the Principal for execution of plan and policy with a view to redressing the grievances. Such mechanisms have helped in redressing the grievances of the students and in sustaining healthy relationship between the students and the administration.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the court on these?

No instance of court suit is there in the College for the last 4 years.

6.2.11 Does the institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes, there is a mechanism in the College for analyzing the students' feedback on overall institutional performance.

Feedback on a specially designed form is taken from the each outgoing batch of students by the IQAC.

The feedback from the outgoing batch of students are analysed and the same is informed to the Principal. The Principal, who is the Chair Person of the IQAC, takes necessary measures in response to such feedback. Some of the outcomes are-

- The College has made water supply available at Office Room, Library, Departmental Rooms, Students' Union Room and Girls' Common Room.
- Number of classrooms has been increased, ceilings have been repaired, electric fans have been installed and voice amplifiers have been supplied for each department.
- The College has purchased LCD Projectors and OHP to be used for teaching-learning and research purposes.
- Faculty members regularly interact with the students and provide necessary guidance.
- More books and popular journals have been purchased for the library.
- The College has provided one Language Lab. and Photocopy Machine in the library.
- The College has been constructing one Girls' Hostel funded by the U.G.C.
- One Indoor Stadium is under construction with the U.G.C. fund.
- The construction of extended Cycle Shade is the outcome of grievance redressal effort.
- College Canteen with enhancing quality.
- Annual repairing of the old buildings of the College.
- With an effort for holistic development of the College, the College authority has been providing opportunities at its best for the students to take part in various co-curricular and extra-curricular activities in and outside the College.

- The College has started the distance mode of education with a study centre under K.K. Handiqui State Open University. The Centre has also been fulfilling the academic need of public in the vicinity.

6.3.1 Faculty Empowerment Strategies

6.3.2 What are the efforts made by the institution to enhance the professional development of the teaching staff and non-teaching staff?

The College always endeavours for professional development of its teaching and non-teaching staff by adopting the policy such-

- Recruiting competent faculty members; and encouraging them to undergo Refresher Course, Orientation Programme and/or Short Term Training Courses for professional development and promotion.
- The College strictly adheres to the policy furnished by the Director of Higher Education, Govt. of Assam and the U.G.C.'s guidelines.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retaining and motivating the employees for the roles and responsibility they perform?

- Medical allowance and housing allowances are allowed to both teaching and non-teaching staff.
- There is a provision for audit of the performance of the college. The audited accounts are made transparent to the G.B., which approves and accepts it after discussion and through examination.
- The College authority encourages the faculty members and non-teaching staff to enhance their competency in teaching and allied areas by holding workshop and training in the College.
- The College encourages the faculty members for professional development by holding Symposia, Workshop and Seminar from time to time.
- The institution ensures inclusiveness of female section by employing reasonable number of females as faculty members. A 'Women Study and Development Cell' is formed and it undertakes extension activities in and outside the college campus.
- On the basis of Govt. guidelines, the institute prepares Annual Budget on salary head and sent to Govt. for sanction.

- For any development plan budget is prepared in consultation with expert engineer and suggestions of the teaching faculty are sought.
- The plan and budget being got approved by the G.B. of the College, it is sent for technical sanction of the P.W.D. (Building) Department of the Govt. of Assam for major construction works.
- For any shortfall of fund in salary head, additional budget is prepared by the College and it is submitted to the state Govt. for sanction and the latter provide the same after thorough examination of the need and the shortfall.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- For promotion into a higher scale of pay, a teacher submits the self assessment report before the Expert Committee for recommending her/his promotion to higher authority.
- Each teacher prepares her/his updated CV for self appraisal and submits the same to the IQAC when asked for.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- The self appraisal report of a faculty is submitted before the Expert Committee for reviewing as to approve her/him for higher scale of pay.
- The college authority forwards the self appraisal report to the higher authority for consideration.
- Achievements shown in the self appraisal report of a faculty are sensitized amongst the management, faculty members and the stakeholders in recognition of her/his academic work(s).

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

- Group Insurance Scheme is available for all faculty members and non-teaching staff working against approved posts.
- The state govt. provides medical allowance and pension benefits to all superannuated employees.

- The college authority provides Teachers' Common Room and Canteen facility.
  100% teaching and non-teaching working against approved post avail the first two welfare schemes and the last two facilities are enjoyed by all.

6.3.6 What are the measures taken by the institution for attracting and retaining eminent faculty?

The college authority highlights the better academic environment of the college, the study facilities available, congenial atmosphere of the college to attract and retain the hard working faculty members.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

For academic and administrative activity, budget is annually prepared by the College under Salary Head and sent to the State Govt. for according sanction. Such budgetary provision of the treasury (State Govt.) helps functioning of the institution.

Shortfall in the budget in Salary Head is met by submitting additional budget to the Govt.

- The internally generated funds are spent as described earlier. Every pie spent for development/repairing of the buildings and maintenance of the gadgets is judiciously and effectively done by the College authority.
- The accounts of the College, the expenditures are normally annually audited by the Department of Local Audit, Govt. of Assam.
- The D.D.O./Governing Body monitor the efficient and effective use of available financial resources. For purchasing of material quotation is sought, scrutinized and order is issued after verification. After delivery of materials and submission of bills, the D.D.O. issues pay order and accordingly account payee cheque is issued.
- The receipts and payments are internally scrutinized by the D.D.O. and externally by the Dept. of Local Audit of the Govt. of Assam/Chartered Accountant.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The last external audit by the Local Audit Dept., Govt. of Assam has been performed up to 31st March, 2014. The audited statement for the period from 1st April, 2012 to 31st March, 2014 is awaited form the Local Audit Dept., Govt. of Assam.

Receipts and Record Keeping

Various heads of accounts have been maintained, which have link with the local nationalized bank.

- Every receipt is made entry in the cash book and ledger book of the concerned head and the same is deposited in the bank in the relevant head(s) of accounts.
- The D.D.O. of the College supervises the same and ensures correct recording of the accounts.
- Payments for any purpose are released on demand by the D.D.O. with double entry in the cashbook together with a record in daily payment register.
- The receipts and payments accounts are placed in the G.B. meeting for approval.

Financial Management for Curricular and Co-curricular functions:

- The various cells constituted for specific progress and advisers to the Students' Union set the budget for different programmes. On receipt of proposal and budget the Principal & D.D.O. releases the fund accordingly depending on the availability of fund.
- The concerned spender has to submit the proper expenditure accounts together with the vouchers to the office for auditing.

Purchase Management of Construction Materials/other purchases:

- For purchase of construction materials quotations are invited from reputed business firms with due consent of the G.B. After scrutiny by the Construction Committee, orders are placed with the accepted quotationer. Materials supplied are examined and bills are paid for the supplied materials by making a pay order by the D.D.O./Principal. Accounts are placed before the G.B. for approval.
- Sometimes the D.D.O. places the orders with supply agencies for supply of materials in times of exigency in consultation with the concerned committee.
- Expenditure accounts of the purchased materials are kept by the accountant and these are audited with relevant documents.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic

and administrative activities of the previous four years and the reserve fund/corpus available with institutions, if any.

The major sources of finance of the institution are-

i. State Govt.

ii. UGC

iii. ITDP, MP LAD Fund

iv. ST/SC Development Corporation

v. Fee from the students

vi. Other sources of income during the review period are ABITA, Tea Board and Tea Companies.

- The deficit amount in salary head for the sanctioned posts is met by submitting additional budget to the State Govt., which sanction the same with scrutiny.

- The financial needs for non-sanctioned posts are met out of the College fund which is generated with strict financial management by the D.D.O./Principal of the College.

- The fund scarcity is managed by transferring fund from one account to another with prior approval of the Governing Body. Such internal management is temporarily done, till the growth of fund in the respective head of account.

- The auditor has combined the expenditure on academic and administrative activities of the College in the accounting. The receipt from govt. on salary head, student fee collection –

Sl. No.	Year	Receipt from Govt. on Salary Head & Students Fee Collection		Expenditure (in Rs.)
		Salary Head	**Students Fee Collection**	
1	2009-10	Rs. 1,20,29,000/-	Rs. 4,71,720/-	Rs. 1,37,74,955/-
2	2010-11	Rs. 1,96,71,551/-	Rs. 5,07,360/-	Rs. 2,54,11,157/-
3	2011-12	Rs. 2,29,13,007/-	Rs. 5,31,840/-	Rs. 2,55,50,910/-
4	2012-13	Rs. 2,45,64,314/-	Rs. 4,13,040/-	Rs. 2,46,53,179/-
5	2013-14	Rs. 2,70,06,066/-	Rs. 4,58,160/-	Rs. 3,23,29,929/-
6	2014-15	Rs. 2,86,48,753/-	Rs. 4,49,160/-	Rs. 3,46,29,204/-
7	2015-16	Rs. 3,08,50,023/-	Rs. 4,76,160/-	Rs. 3,73,35,409/-

- Tuition fee amount kept on fixed deposit with the nationalized bank has been refunded to the Govt. as per Govt. order.

- The reserve fund available with the institution has been deposited with the nationalized bank in terms of fixed deposit and the maturity amount would be Rs. 14,377/-.
- The maturity amount of the other term deposits is expected to be Rs.8, 43,372/-.
- The Principal makes every effort for procurement of fund from the available sources such as –UGC, State Govt, business houses etc. for infrastructure development and maintenance of the institution.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

- The institution has a Quality Assurance Cell (IQAC) established as back as 2003. It has been contributing in promoting the quality of teaching-learning.
- The IQAC monitors the academic activities with active cooperation of the teaching faculty and the Principal. IQAC takes part in all academic and administrative activities for the improvement and sustenance of quality environment in the College.
- The IQAC decides on various academic activities for quality assurance. The proposals so decided are submitted to the Principal of the College for according approval of the Governing Body.

b. How many decisions of the IQAC have been approved and implemented by the management/authorities for implementation and how many of them were actually implemented?

The following proposals taken by the IQAC have been approved by the management/authority-

Proposals of the IQAC	Outcome
i. A separate room for the IQAC	Provided in September, 2011
ii. Repairing of Computer with Internet facility	Provided
iii. Purchasing of LCD Projector & OHP	Provided
iv. Improvement of College Canteen facility	Done
v. Procurement of more books to library	Done
vi. To organize blood donation camp	Done
vii. To have linkages with NGOs and social organizations	MoU signed
viii. To hold National Seminar	UGC sponsored National Seminar has been organized
ix. Water supply at the departmental building and drinking	Provided

	water facility is provided to library	
x.	To provide computers for the departments	Done
xi.	To provide drinking water facility to the departments	Provided
xii.	Renovation to the library	Done
xiii.	To provide ICT facilities	Provided
xiv.	Annual face-lifting of the entire college campus	Done

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes.

One retired Professor cum academician of repute is the external member of the IQAC of the College. He has been playing the advisory role and acting as key pin for quality enhancement in the institution.

d. How do students and alumni contribute to the effective functioning of the IQAC?

Students provide feedback to the IQAC which help in policy making. The alumnae extend their contribution by donating books, shelf and drinking water facility and extending their cooperation in organizing various programmes in and outside the College campus.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

Apart from the office, the records are kept by various cells and departments of the College. When IQAC requires the information, the cells, office staff and the departmental heads are asked; and they provide the necessary data and information.

6.5.2 Does the institution have an integrated framework for quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The IQAC as stated with its operational frame work strives to maintain the academic and administrative quality and transparency. The various cells, departments, office staff and the top management work in active cooperation resulting in preparation for accreditation of the institution by NAAC.

6.5.3 Does the institution provide training to its staff for effective implementation of the quality assurance procedures? If 'yes', give details enumerating its impact.

The faculty members and the administrative staff are encouraged to undergo the professional training courses, such as RC/OP/Workshop and ICT training.

The ICT providers are also asked to provide training on handling of the electronic materials in the College in order to render quality services towards the stakeholders.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

The academic audit as reflected by the end semester result is discussed on the GB in appraisal of it by the Principal from time to time.

The university authority affiliating the College is provided with the academic accounts-the former consults with the latter about the problems confronted towards promoting the quality improvement and quality product in sufficient number.

The IQAC takes note of the academic performance of the institution and the outcome. It keeps record of academic success as presented in the IQAC reports of different years.

The academic and administrative head of the College-the Principal & DDO considering the academic reports of a year undertakes required steps for improvement and quality service.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The internal quality assurance mechanism adopted by the IQAC of the College is aligned with the framework designed by the external agencies such as NAAC and UGC with a view to achieving optimum quality enhancement-in the institution.

The policy adopted by the IQAC has been regulated to achieve the objectives laid down in its prospectus and in the line of quality improvement objectives of the affiliating university.

6.5.6 What institutional mechanisms are in place to continuously review the teaching-learning process? Give details of its structure, methodologies of operations and outcome?

- The teaching-learning process of the institution is regularly reviewed based on the feedbacks of the outgoing students. The IQAC collects the feedbacks and reviews it.

- At departmental level, the faculty members collect the information about the strengths and weaknesses of the respective department and take necessary measures at their level for completion of course, revision, additional class and monitoring of departmental students.
- Based on the complaints of the students, suggestions of the alumnae, parents and academia involved with the institution and G.B., suitable measures are adopted by the Principal to improve the teaching mechanism.
- The structure of the mechanism of reviewing the teaching-learning process is as shown under-
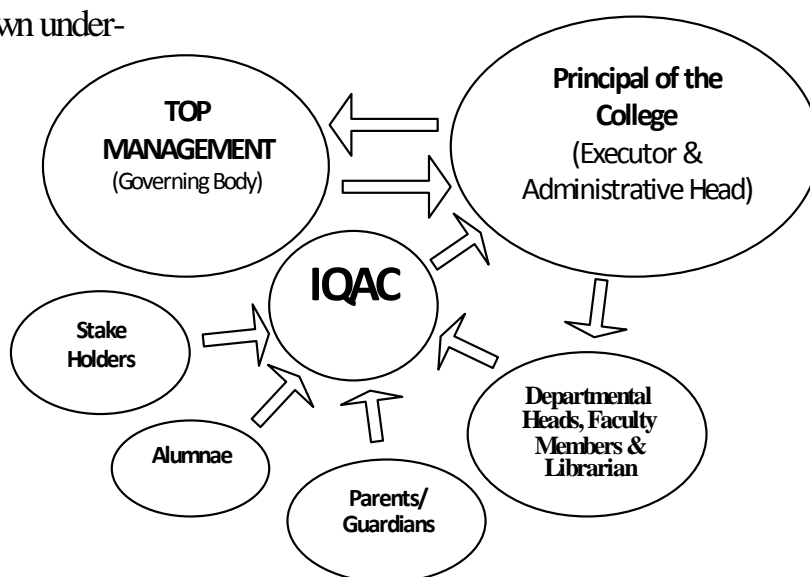
6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- The Principal of the College, who acts as Chairperson to IQAC, together with the team of IQAC, prepares the plans, policies and mechanism and communicates the quality assurance policy to the departmental faculty members and the stakeholders as well to other external reviewers.
- Distributing the College Prospectus to the students at the time of admission and holding counselling sessions the quality assurance policies and the mechanisms are communicated to the students and external stakeholders.
- Holding teachers' unit's meeting and consulting/informing the department and faculty members, issuing the notices, intimating the directives of Higher Education and academic notices from the affiliating university from time to time.

- Such policies are also communicated to the office staff for information and record.

- Transparency is maintained for good governance and proper management of the institution and to make the mechanism simple and easy reach to the students. The College authority consults with the faculty members and the IQAC too in communicating the quality assurance policy and in reviewing their outcomes.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the institute conduct a Green Audit of its campus and facilities?

- Green Audit of the campus has not so far been adopted. The College is located in a rural area surrounded by 11 nos. green tea gardens within a radius of eight kilometres.
- The College has a serene environment with best green plantation including medicinal and commercial plants.
- The campus of the College has been kept free of pollution and garbage.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- Degree students are to appear in a compulsory paper on environment which makes them aware of necessity of pollution-free environment.
- Students are led to other sites for studying the occurrence of pollution and environmental degradation.
- National Seminar (one no.) on environmental issues and its solution in the North-East was organized. It has made the students and parents alike aware of importance of pollution-free environment.
- Environmental awareness programmes are organized in rural areas from funds received from the Ministry of Environments and Forests, Govt. of India.

➢ **Energy Conservation**

- The institution is conscious of energy use and its saving. It minimizes the energy use to achieve the optimum results and cost minimization.
- The students are kept alert of energy crisis in the state and they are directed to off the switches when not in use. Also care is taken to check unnecessary energy consumption.
- Renovation work is conducted for replacing the old electrical wirings with new ones.
- A transformer for the College is likely to be installed shortly.
- Two generator sets with 10+20 KV are in operation with low pollution emission.
- Water pumps (Two nos.) operated with utmost care, if and when need only.

➢ **Use of Renewable Energy**

Nil

➢ **Water Harvesting**

Nil

➢ **Check dam Construction**

Nil

➢ **Efforts for Carbon Neutrality**

Carbon emission related problems are not serious within the college campus.

➢ **Plantation**

- The college environment has a green coverage with medicinal and commercial plants.
- Plantation with the help of Nature's Bacon has been newly done.

➢ **Hazardous Waste Management**

- Sufficient dustbins have been placed in the college campus for deposition of hazardous waste. The garbage deposited is burnt down.
- Campus is kept pollution free as far as possible.
- Bio-degradable wastes are kept in open space for natural degradation.

➢ **E-waste Management**

E-waste of the College has been stored in a go-down. No decision has so far been taken for the disposal of the same.

7.2   Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on functioning of the college.

The innovations introduced in the institution during the last four years are-

- Computerization of Admission system
- Grievance Redressal Cell introduced
- Information and Career Guidance Cell
- Punching Machine for digital recording of teacher attendance
- Preparation for introducing Digital Class-room
- Preparation for introducing Virtual Class-room
- Computerization of library records
- Red Ribbon Club

7.3   Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the quality improvement of the core activities of the college.

<center>**BEST PRACTICE I**</center>

1. Title of the Practice: Participatory Management

2. Goal: Quality assurance, transparency & academic growth and sustenance of healthy academic culture.

3. The Context:

Such goals have been set in the context of

   i. achieving the mission and vision of the College

  ii. to sustain healthy academic culture, transparency in administration, financial regulation, quality improvement of the stakeholders

4. The Practice:

The Participatory Management practice has been implemented in the institution in order to achieve the goals in the context of the above activities. To implement the best practices the following organs are functioning-

Governing Body

Governing Body is the top management body of the institution with the Principal of the College as its Secretary/DDO.

The body is constituted as per directive of the state govt. incorporating two university nominees nominated by the affiliating university, two teacher representatives, one non-teaching representative, three guardian nominees of whom one is a lady member and one donor-member from donors' families.

IQAC

The IQAC has been functioning with Principal of the institution as Chairperson, Sri Tarun Ch. Dutta, HoD, Dept. of English & Associate Professor as its Coordinator together with a few members to it.

Academic Body

The Academic Body comprises of the Principal of the college, Vice-Principal and all the departmental heads looks into the academic affairs such as decision related to admission procedure, curriculum transaction, completion of the course in time, other academic activities and examination affairs.

Research Committee

A Research Committee of the College provides necessary guidance and suggests rectification of MRP proposals when sought for. It encourages faculty members to involve in research activities.

Budget Preparation Committee

The Budget Preparation Committee prepares a tentative budget for a financial year and places it to the head of the institution for obtaining approval of the GB.

Building Construction Committee

Two Building Construction Committees are there in the college constituting of teaching and non-teaching members. One looks after the construction works funded by the UGC and the other Special Committee looks after the construction works under State Plan Grants.

Examination Committee

The Examination Committee of the College arranges holding of all internal and university exams.

Career Counseling Cell

It counsels and provides information to the outgoing students about the prospective career and job opportunities.

Women Study and Development Cell

There is a Women Study and Development Cell in the institution formed under the 'Centre for Women's Studies', Dibrugarh University. It conducts various programmes for enhancing the empowerment of women segment. Further, the Cell implements the programmes undertaken by ACTA, Assam. The ACTA is empowering the females of the society.

Hostel Committee

A Hostel Committee constituted of teaching and non-teaching members monitors the management of girls' hostel.

Teachers' Unit

Demow College Teachers' Unit is an affiliated unit of the ACTA (the Assam College Teachers' Association) which stands for growth of professionalism amongst the college teachers and general welfare of the student fraternity.

Alumni Association (unregistered)

Alumni of the college actively participate in various programmes undertaken by the institution. They are specially invited on the Fresher's Social Meet and take active participation in the College Week.

Students' Union

The elected body of the students of the college named as 'Demow College Students' Union' looks into all round wellbeing of all students of the institution. In the

election procedure of the college students' union the recommendations of the Chief Election Commissioner of India have been strictly followed.

Grievance Redressal Cell

The Grievance Redressal Cell of the institution looks after the grievances of the student community.

Anti Ragging Committee

There is an Anti Ragging Committee in the institution, constituted of teaching and non-teaching members and the General Secretary of the Students' Union of the college as member. The Committee functions to prohibit and dissuade the ragging of the students and maintenance of a healthy academic atmosphere in the college campus.

5. Evidence of Success

In the participatory management system all the committees are active in their respective fields with maximum involvement of teaching and non-teaching staff.

i. Due to vigilance of the Anti Ragging Committee, the college is free from any sort of ragging. No ragging case has been placed before the authority.

ii. Grievance Redressal Committee listens to grievances of the stakeholders and hence the following steps have been taken. The evidence of it are the-

- Construction of Boys' Common Room
- Providing toilet in the Students' Union Office.

iii. Building Construction Committee has succeeded in completing the Women Hostel, Sports Complex (Indoor Stadium), Departmental Building, renovation of old college campus and heightening of a part of existing boundary wall.

iv. Renovation of electric line in the old buildings has been completed under the care of the Building Construction Committee.

v. 7 ex-students are NET qualified, 4 teachers have done their Ph.D. and 5 teachers have completed M. Phil degrees. Five teachers are pursuing for Ph.D. degree.

6. Problems Encountered and Resources Required

Time constraint is the main hindrance. With the involvement of the teaching faculty members in various committees and in transacting curriculum with regular teaching duties, they have little time to spare for prosecuting other academic works.

To meet the requirements of the aforesaid works the financial human resource is to be enhanced.

7. Notes (optional)

<div align="center">**BEST PRACTICE II**</div>

1. Title of the Practice: Healthy Environment Preservation

2. Goal:

    i. To make the people aware of environmental problems

    ii. Preservation of healthy environment and bio-diversity

3. The Context:

For sustainable livelihood, growth and challenges encountered by present generation, these goals have been set.

4. The Practice:

To achieve the goals, National Awareness Programmes on 'Bio-diversity', 'Conservation of Forests for Sustainable Livelihood' and 'Conservation and Protection of Bio-Diversity' have been organized. Continuing its effort, the Institution organized National Seminar on 'Environmental Issues and their Solutions in the North East India'. The college also observes the World Environment Day by planting saplings in the college campus.

5. Evidence of Success:

    i. People in the surrounding area have stepped up in preserving trees and plants.

    ii. Forestation and plantation have been started by NGOs and the general public.

    iii. The surrounding area is greener than other places.

6. Problems Encountered and Resources Required:

    i. Development efforts have wrought damage to social forestry and plantation areas.

    ii. Preservation (such as fencing) is costlier.

    iii. Despite the efforts of the teaching faculty, due mainly to absence of regular vigilance, the desired result in preservation of environment have not been achieved.

7. Notes (optional)

8. Contact Details

Name of the Principal: **DR. DEVA KANTA PHUKAN**

Name of the Institution: **DEMOW COLLEGE**

City: **SIVASAGAR**

Pin Code: **785662**

Accredited Status: **C^{++}**

Work Phone: **03772226604**

Website: **www.demowcollege.org**

E-mail: **collegedemow@ymail.com**

Mobile: **+919435055228 (Principal), +919435832282 (Coordinator, IQAC)**

DEPARTMENT OF ASSAMESE

1. Name of the Department: **Assamese**
2. Year of Establishment: **1970**
3. Names of the programmes/Courses offered (UG/PG/M. Phil., Integrated Masters, Integrated Ph. D. etc.): **Under Graduate**
4. Names of the Interdisciplinary Courses and the Departmental Units Involved: **Nil**
5. Annual/Semester/Choice-based Credit System (Programme-wise):
   - Annual-
     i. **Higher Secondary Courses**
     ii. **Under Graduate courses (1+1+1) till 2011**
   - Semester- **Under Graduate Courses since 2011**
6. Participation of the Department in the courses offered by other Departments: **Nil**
7. Course in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of Courses/Programme discontinued (if any) with reasons: **Nil**
9. Number of Teachers: (2009-16)

	Sanctioned	Filled up
Professors	---	---
Associate Professors	**03**	**03**
Assistant Professor	**01**	**01**
Assistant Professor (Non Sanctioned)	---	**01**

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph. D/M.Phil. etc.):

Name	Qualification	Designation	Specialization	No. of Years of Teaching Experience	No. of Ph. D. students guided for the last 4 years
Gitanjali Borah	M.A.	Associate Professor	Assamese Group 'A' Literature	26 Years	Nil
Dr. Ranu Gogoi	M.A., M. Phil., Ph.D.	Associate Professor	Assamese Group 'B' Language	28 Years	Nil
Meena	M.A.	Associate	Assamese	26 Years	Nil

Boruah		Professor	Group 'B' Language		
Juri Kotoky	M.A., M. Phil.	Assistant Professor	Assamese Group 'C' Literature	15 Years	Nil
Gunamoni Gogoi	M.A., M. Phil.	Assistant Professor	Assamese Group 'C' Literature	10 Years	Nil

11. List of Senior Visiting Faculty: **Nil**

12. Percentage of lectures delivered (programme-wise) by temporary faculty: **20%**

13. Student-Teacher Ratio (programme-wise):

   1:14 (Major)

   1:44 (Core)

14. Support staff and administrative staff sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with D.Sc. /D.Litt. /Ph. D./M.Phil./PG:

Name	Qualification
Gitanjali Borah	M.A.
Dr. Ranu Gogoi	M.A., M. Phil., Ph.D.
Meena Boruah	M.A.
Juri Kotoky	M.A., M. Phil.
Gunamoni Gogoi	M.A., M. Phil.

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIT, UGC, DBT, ICSSR etc. and total grants received: **Nil**

18. Research centre/facility recognized by the university: **Nil**

19. Publications:

   - Publications per faculty:

   (a) **Gitanjali Borah-**

   i. *Dr. Bhupen Hazarika: Jiwan Aru Shilpa*: published on behalf of Forkating Mahavidyalaya by Purbanchal Prakash, Guwahati, 2012, ISBN 978-81-7213-163-0.

   ii. *Asomiya Bhasa-Sahitya-Sanskriti Aru Lakshminath Bezboruah*: published on behalf of Grantha Pranayan Samiti, Assamese Department, Forkating Mahavidyalaya by Purbanchal Prakash, Guwahati, 2013, ISBN 978-81-7213-176-0.

iii. *Uttar-Pub Bharatar Loka-Sanskriti*; published on behalf of Sonari College by Asian Views Dot Net, 5th August, 2013, ISBN 978-81-925499-5-8.

iv. *Ganamadhyam Hisape Sankardevar Ankia Bhowna aru Bartaman Samajat Eare Prasangikata*: by Kaustubh Prakashan, 2014, ISBN-978-93-82283-94-2, 2014.

(b) **Dr. Ranu Gogoi-**

i. *Dr. Bhupen Hazarika: Jiwan Aru Shilpa*: published on behalf of Forkating Mahavidyalaya by Purbanchal Prakash, Guwahati, 2012, ISBN 978-81-7213-163-0.

ii. *Asomiya Bhasa-Sahitya-Sanskriti Aru Lakshminath Bezboruah*: published on behalf of Grantha Pranayan Samittee, Assamese Department, Forkating Mahavidyalaya by Purbanchal Prakash, Guwahati, 2013, ISBN 978-81-7213-176-0.

iii. *Uttar-Pub Bharatar Loka-Sanskriti*; published on behalf of Sonari College by Asian Views Dot Net, 5th August, 2013, ISBN 978-81-925499-5-8.

iv. *Puran Adarita Prabasan: Eti Alokpat, published on the book Bhasatattor Sadhak Dr.* Satyendranath Goswami: Jiwan aru Kriti *by the Dept. of Assamese, Dibrugarh University.*

(c) **Juri Kotoky-**

i. Globalization in the North East India, published by Purbanchal Prakash, Guwahati, for Demow College, Sivasagar, 2012, ISBN 978-81-7213-154-8.

ii. *Uttar-Pub Bharatar Loka-Sanskriti*; published on behalf of Sonari College by Asian Views Dot Net, 5th August, 2013, ISBN 978-81-925499-5-8.

iii. *Sankardevar Sahityat Prkriti Chitran: Ek Alokpat*, ISBN-978-93-82283-94-2

iv. *Sankardevar Sahityat Lokabiswas, ISBN-978-81-925499-5-8,* 2013

(d) **Gunamoni Gogoi-**

i. Globalization in the North East India, published by Purbanchal Prakash, Guwahati, for Demow College, Sivasagar, 2012, ISBN 978-81-7213-154-8.

　　　ii. Mahatma Gandhi: the Architect of India, published by UGC sponsored Gandhian Studies Centre, Gargaon College, First Edition-2012, ISBN-978-81-922338-6.

　　　iii. *Sankardevar Rukminiharan aru Parijat Haran Nator Nari Charitra-Ek Bishleshanatmok Adhayan,* ISBN-978-93-82283-94-2

　　　iv. *Rita Chowdhurir Deulankhui Uponyasot Lalong (Tiwa) Janagosthir Bornil Samaj Jiwan,* ISBN-978-93-82283-93-5.

- Number of papers published in peer reviewed journals (national/international) by faculty and students: **Nil**
- Number of publications listed in international database: **Nil**
- Monographs: **Nil**
- Chapter in books: **Nil**
- Books edited: **Nil**
- Books with ISBN/ISSN numbers with details of publishers: **Nil**
- Citation Index: **Nil**
- SNIP: **Nil**
- SJR: **Nil**
- Impact factor: **Nil**
- H-index: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

　　a) National/Regional Committees:

　　　➢ **Dr. Ranu Gogoi- Asom Lekhika Santha**

　　b) International Committees: **Nil**

　　c) Editorial Board:

　　　➢ **Gitanjali Borah-**

　　　　∗ Edited national seminar volume on '*Bharatiya Patabhumit Srimanta Sankardeva*'.

　　　　∗ Demow College Magazine

- **Dr. Ranu Gogoi-**
  - ∗ Globalization in the North East India, a seminar publication of Demow College
  - ∗ Editorial Member in national seminar volume on '*Bharatiya Patabhumit Srimanta Sankardeva'*.
  - ∗ Demow College Magazine
- **Meena Boruah-**
  - ∗ Demow College Magazine
  - ∗ Editorial Member in national seminar volume on '*Bharatiya Patabhumit Srimanta Sankardeva'*.
- **Juri Kotoky-**
  - ∗ Demow College Magazine
  - ∗ Editorial Member in national seminar volume on '*Bharatiya Patabhumit Srimanta Sankardeva'*.
- **Gunamoni Gogoi-**
  - ∗ Demow College Magazine
  - ∗ Editorial Member in national seminar volume on '*Bharatiya Patabhumit Srimanta Sankardeva'*.

22. Student Projects:
    a) Percentage of students who have done in-house projects including inter-departmental programme: **75%**
    b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industry/other agencies: **Nil**

23. Awards/Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/visitors to the department:

Sl. No.	Name of Visiting Faculty	Department/University
1	Dr. Bhim Kanta Boruah	Department of Assamese, Dibrugarh University
2	Dr. Karabi Deka Hazarika	Department of Assamese, Dibrugarh University
3	Dr. Pallavi Deka Buzarboruah	Department of Assamese, Dibrugarh University
4	Dr. Sangita Saikia	Bishwa Bharati Bishwa Vidyalaya, Santiniketan
6	Dr. Basanta Sarmah	Department of Assamese,

	7	Dr. Pranjit Borah	Department of Assamese, Dibrugarh University
	8	Dr. Satyakam Borthakur	Department of Assamese, Dibrugarh University

The first row above continues from previous page showing "Dibrugarh University".

25. Seminars/Conferences/Workshops/Talk organized and the source of funding:

a) National: **One National Seminar**

b) International: **Nil**

26. Student profile programme/course wise:

BA Final Year Result (1+1+1)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2010	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	15	15	14	93.33	1st Class=02
2011	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	09	08	07	87.5	
2012	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	07	07	07	100	
2013	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	13	13	13	100	

BA Result (Semester Course)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2011	BA 1st Sem. (C)	224	217	41	18.89	
	BA 1st Sem. (M)	25	24	08	33.33	
2012	BA 1st Sem. (C)	225	220	133	60.45	
	BA 1st Sem. (M)	38	37	23	62.16	
	BA 2nd Sem. (C)	114	111	54	48.64	
	BA 2nd Sem. (M)	12	12	08	66.66	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	07	07	06	85.71	
2013	BA 1st Sem. (C)	261	247	82	33.19	
	BA 1st Sem. (M)	44	37	23	62.16	
	BA 2nd Sem. (C)	157	153	51	33.33	
	BA 2nd Sem. (M)	29	29	17	58.62	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	23	22	17	77.27	
	BA 4th Sem. (C)	15	15	04	26.66	
	BA 4th Sem. (M)	06	06	06	100	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	06	05	05	100	
2014	BA 1st Sem. (C)	174	170	69	40.58	
	BA 1st Sem. (M)	33	32	25	78.12	
	BA 2nd Sem. (C)	215	210	99	47.14	

Year	Course					
	BA 2nd Sem. (M)	32	31	28	90.32	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	24	24	23	95.83	
	BA 4th Sem. (C)	55	55	05	9.09	
	BA 4th Sem. (M)	21	21	18	85.71	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	22	22	20	90.90	
	BA 6th Sem. (C)	NA	NA	NA	NA	
	BA 6th Sem. (M)	05	05	05	100	1st Class=01
2015	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	155	153	149	97.38	
	BA 2nd Sem. (M)	27	26	07	26.92	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	93	93	80	86.02	
	BA 4th Sem. (M)	32	32	21	65.62	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	NA	NA	NA	NA	
	BA 6th Sem. (M)	23	20	10	50	1st Class=04
2016	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	180	179	173	96.6	
	BA 2nd Sem. (M)	38	37	35	94.59	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	50	50	50	100	
	BA 4th Sem. (M)	26	25	25	100	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	NA	NA	NA	NA	
	BA 6th Sem. (M)	25	25	07	28	

27. Diversity of students:

Name of the Course	% of Students from the State	% of Students from other State	No. of Students from Abroad
UG-2009	100%	Nil	Nil
UG-2010	100%	Nil	Nil
UG-2011	100%	Nil	Nil
UG-2012	100%	Nil	Nil
UG-2013	100%	Nil	Nil
UG-2014	100%	Nil	Nil
UG-2015	100%	Nil	Nil
UG-2016	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services etc.:

The following ex-students have cleared the following examinations-

i. TET: **Nil**

ii. SLET: **01**

iii.NET: **02**

29. Student Progression: (2009-13)

Student Progression	Against % enrolled
UG to PG	20
PG to M. Phil.	N/A
PG to Ph.D.	N/A
Ph. D. to Post-Doctoral	N/A
Employed • Campus selection • Other than campus recruitment	Nil 20
Entrepreneurship/self-employment	20

30. Details of infrastructural facilities:

a) Library: **Departmental Library**

b) Internet facility for the staff and students: **Centrally available in the administrative block and library**

c) Classroom with ICT facility: **Nil**

d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Cited in **5.1.2** in the **SSR**

32. Details on students enrichment programmes (Special Lectures/ Workshop/ Seminar) with external experts:

• Speech on the 'Impact of Globalization in the Culture and Society of West Bengal' by Dr. Sangita Saikia, Assistant Professor, Bhasha Bhawan, Vishwa Bharati, Santiniketan dated 17th October, 2011.

33. Teaching methods adopted to improve student learning:

Normally lecture method is followed in classroom transaction. Besides this procedure, group discussions, home assignments, unit tests, class tests, departmental seminars are arranged by the department. Teachers are available

beyond class hours and even during vacations for academic interactions with students.

34. Participation in Institutional Social Responsibility (ISR) and extension activities:

The faculty members of the department have participated in all the social and extension activities initiated by the college authority. The department has also taken up extension education classes in the nearby high and higher secondary schools.

35. SWOC analysis of the Department and future plans:

Strength:

- The department has a library with more than 100 text and reference books.

Weakness:

- The student-teacher ratio is very high.
- As the college is situated in rural area, about 50% enrolled students from tea community and tribal community are not very familiar to Assamese language and literature.

Opportunities:

- The subject is very interesting and helpful for improvement of mother language and literature.

Challenges:

- At the higher secondary level, the course of Assamese and Advance Assamese are very vast.
- The students are still to be accustomed with the semester system which is the major challenge in the present context.

Future Plan:

- The department will organize National Seminar/ Workshop/ Popular Lecture at least once in every academic year.
- To improve departmental library with more books and journals.
- In future we want to introduce Post Graduate course in Assamese department.
- Future plan of the department is to help to improve the standard of mother language in the state.

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DEPARTMENT OF ECONOMICS

1. Name of the Department: **Economics**
2. Year of Establishment: **1970**
3. Names of the programmes/Courses offered (UG/PG/M. Phil., Integrated Masters, Integrated Ph. D. etc.): **Under Graduate**
4. Names of the Interdisciplinary Courses and the Departmental Units Involved: **None**
5. Annual/Semester/Choice-based Credit System (Programme-wise):
   - Annual-
     i. **Higher Secondary Courses**
     ii. **Under Graduate courses (1+1+1) till 2011**

   Semester- **Under Graduate Courses since 2011**
6. Participation of the Department in the courses offered by other Departments: **Travel and Tourism Management, Environmental Science**.
7. Course in collaboration with other universities, industries, foreign institutions, etc.: **None**
8. Details of Courses/Programme discontinued (if any) with reasons: **None.**
9. Number of Teachers: (2009-16)

	Sanctioned	Filled up
Professors	-	-
Associate Professors	**04**	**04**
Assistant Professor	-	-

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph. D/M.Phil. etc.):

Name	Qualification	Designation	Specialization	No. of Years of Teaching Experience	No. of Ph. D. students guided for the last 4 years
Dr. P. Hazarika	M.A., Ph.D.	Associate Professor	Demography, Co-operatives, Banking, Child Labour Economics and Health Economics	34 years	02
Biren Boruah	M.A, M. Phil,	Associate Professor	Agricultural Economics, Decentralized Planning and	33 years	_

			Regional Economics		
Pori Dutta Hazarika	M.A.	Associate Professor	Agricultural Economics	27 years	_
Dipa Sarmah	M.A.	Associate Professor	Demography	26 years	_

11. List of Senior Visiting Faculty: **Nil**

12. Percentage of lectures delivered (programme-wise) by temporary Faculty: **Nil**

13. Student-Teacher Ratio (programme-wise):

Including HS=**37.8:1**

Excluding HS=**10.7:1**

14. No. of academic support staff and administrative staff sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with D.Sc. /D.Litt. /Ph. D/M.Phil./PG

Name	Qualification
Dr. P. Hazarika	M.A., Ph. D.
Biren Boruah	M.A, M. Phil
Pori Dutta Hazarika	M.A.
Dipa Sarmah	M.A.

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received: **4 research projects have been completed.**

17. Departmental projects funded by DST-FIT, UGC, DBT, ICSSR etc. and total grants received:

Sl. No.	Name	Type of Project	Funding Agency	Total Grants Received
01	Biren Baruah	MRP (Minor)	UGC, NERO	Rs. 1,10,000/-
02	Dr. P. Hazarika	MRP (Major)	UGC, New Delhi	Rs. 5,76,000/-

18. Research centre/facility recognized by the university: **Nil**

19. Publications:

- Publications per faculty:
  - Biren Boruah-
    Books:
    * *Ekabingsha Shatikat Uccha Sikshyar Sapun aru Bastov* (**in Assamese**)
  - Dr. P. Hazarika-
    Books:
    * **Economic Development and Ecological Balance in Assam, 2009, DVS Publication, Guwahati (Entry made in British Library of Congress in 2010)**

* **Consumer Co-operatives in Assam: Problems and Prospects, 2011, Tushar Publishing House Pvt. Ltd. New Delhi**

Paper Publications

* International: **01 (Published in International Journal of Social Science Tomorrow, Vol. II, 3ʳᵈ March, 2013, ISSN: 2277-6168, P-1-7)**

* National and Regional: **02**

➢ Pori Dutta Hazarika-

Paper Publications

* National and Regional: **01**

➢ Dipa Sarmah-

Paper Publications

* National and Regional: **01**

- Number of papers published in peer reviewed journals (national/international) by faculty and students: **Nil**

- Number of publications listed in international database: **Nil**

- Monographs: **Nil**

- Chapter in books:

* **Dr. P. Hazarika: 02**

- Books edited: **Nil**

- Books with ISBN/ISSN numbers with details of publishers: **Nil**

- Citation Index: **Nil**

- SNIP: **Nil**

- SJR: **Nil**

- Impact factor: **Nil**

- H-index: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

a) National & Regional Committees:

➢ Biren Boruah

* North East Economic Association

➢ Dr. P. Hazarika

* Life Member, Indian Journal of Labour Economics
* Life Member, North East Economic Association

b) International Committees: **Nil**

c) Editorial Board: **Nil**

22. Student Projects:

a) Percentage of students who have done in-house projects including inter-departmental programme: **100%**

b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industry/other agencies: **Nil**

23. Awards/Recognitions received by faculty and students: **Nil**

24. List of eminent academicians /visitors to the department:

- Dr. H. Goswami, Emeritus Professor, Dibrugarh University
- Dr. J.K. Gogoi, Professor of Economics, Dibrugarh University
- Dr. K.C. Borah, Professor of Economics, Dibrugarh University
- Dr. Anil Saikia, Formerly Professor at OKD, Guwahati
- Dr. Paramita Saha, Professor of Economics, Tripura University

25. Seminars/Conferences/Workshops organized and the source of funding:

a) National: **Nil**

b) International: **Nil**

26. Student profile programme/course wise:

BA Final Year Result (1+1+1)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2010	TDC 3rd Year (C)	05	05	04	80	
	TDC 3rd Year (M)	06	06	06	100	
2011	TDC 3rd Year (C)	02	01	01	100	
	TDC 3rd Year (M)	10	10	10	100	
2012	TDC 3rd Year (C)	17	14	12	85.71	
	TDC 3rd Year (M)	05	04	04	100	1st Class=01
2013	TDC 3rd Year (C)	04	04	04	100	
	TDC 3rd Year (M)	02	02	02	100	

BA Result (Semester Course)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2011	BA 1st Sem. (C)	15	15	10	66.67	
	BA 1st Sem. (M)	08	08	05	62.5	

2012	BA 1st Sem. (C)	09	09	04	44.44	
	BA 1st Sem. (M)	05	05	00	00	
	BA 2nd Sem. (C)	09	08	07	87.5	
	BA 2nd Sem. (M)	06	06	04	66.67	
	BA 3rd Sem. (C)	06	06	06	100	
	BA 3rd Sem. (M)	06	06	04	66.67	
2013	BA 1st Sem. (C)	11	06	06	100	
	BA 1st Sem. (M)	14	09	07	77	
	BA 2nd Sem. (C)	02	02	01	50	
	BA 2nd Sem. (M)	04	02	01	50	
	BA 3rd Sem. (C)	01	01	00	00	
	BA 3rd Sem. (M)	02	02	01	50	
	BA 4th Sem. (C)	06	06	04	66.66	
	BA 4th Sem. (M)	06	06	01	16.66	
	BA 5th Sem. (C)	02	02	02	100	
	BA 5th Sem. (M)	06	06	03	50	
2014	BA 1st Sem. (C)	08	06	05	83.33	
	BA 1st Sem. (M)	13	13	10	76.91	
	BA 2nd Sem. (C)	07	05	03	60	
	BA 2nd Sem. (M)	09	09	03	33.33	
	BA 3rd Sem. (C)	07	05	02	40	
	BA 3rd Sem. (M)	09	08	05	62.50	
	BA 4th Sem. (C)	01	01	01	100	
	BA 4th Sem. (M)	07	07	04	57.14	
	BA 5th Sem. (C)	01	01	01	100	
	BA 5th Sem. (M)	04	04	02	50	
	BA 6th Sem. (C)	02	01	01	100	
	BA 6th Sem. (M)	06	05	05	100	1st Class=03
2015	BA 1st Sem. (C)	09	09	08	88.89	
	BA 1st Sem. (M)	07	06	02	33.33	
	BA 2nd Sem. (C)	06	05	02	40	
	BA 2nd Sem. (M)	13	13	06	46.15	
	BA 3rd Sem. (C)	06	06	06	100	
	BA 3rd Sem. (M)	13	13	10	76.9	
	BA 4th Sem. (C)	06	05	05	100	
	BA 4th Sem. (M)	13	13	11	84.61	
	BA 5th Sem. (C)	02	02	02	100	
	BA 5th Sem. (M)	09	07	03	42.8	
	BA 6th Sem. (C)	01	00	00	00	
	BA 6th Sem. (M)	02	01	00	00	
2016	BA 1st Sem. (C)	09	09	08	88.89	
	BA 1st Sem. (M)	07	06	01	16.67	
	BA 2nd Sem. (C)	13	11	09	81.81	
	BA 2nd Sem. (M)	13	13	04	30.77	
	BA 3rd Sem. (C)	06	06	06	100	
	BA 3rd Sem. (M)	13	13	10	76.93	

BA 4th Sem. (C)	06	06	06	100	
BA 4th Sem. (M)	12	12	06	50	
BA 5th Sem. (C)	02	02	02	100	
BA 5th Sem. (M)	08	08	03	37.50	
BA 6th Sem. (C)	02	02	02	100	
BA 6th Sem. (M)	07	07	01	14.28	1st Class=01

27. Diversity of students:

Name of the Course	Year	% of students from the same State	% of students from other States	% of students from abroad
B.A. (G)	**2009-10**	**100%**	Nil	Nil
B.A. (M)		**100%**	Nil	Nil
B.A. (G)	**2010-11**	**100%**	Nil	Nil
B.A. (M)		**100%**	Nil	Nil
B.A. (G)	**2011-12**	**100%**	Nil	Nil
B.A. (M)		**100%**	Nil	Nil
B.A. (G)	**2012-13**	**100%**	Nil	Nil
B.A. (M)		**100%**	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services etc.: (2009-13)

    i. TET: 07

    ii. SLET: **Nil**

    iii.NET: **Nil**

29. Student progression: (2009-13)

Student Progression	Against % Enrolled
UG to PG	19.44
PG to M. Phil.	Nil
PG to Ph.D.	Nil
Ph. D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	Nil 25
Entrepreneurship/self-employment	19.44

30. Details of infrastructural facilities:

    a) Library: **College provides the general library facilities & the dept. has its own collected books**.

    b) Internet facility for the staff and students: **Available at the office and in the library**.

    c) Classroom with ICT facility: **Nil**

    d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Cited in **5.1.2** in the **SSR**

32. Details on students enrichment programmes (Special Lectures/Workshop/Seminar) with external experts:

Sl. No.	Enrichment Programme	External Expert	Year
1	Lecture on Banking Service as a Career	Mr. Pabitra Pran Goswami, Manager, State Bank of India, Demow	2011

33. Teaching methods adopted to improve student learning: **Group discussion, counselling and field survey organised by the Dept.**

34. Participation in Institutional Social Responsibility (ISR) and extension activities:

- Helps the flood affected people of the locality in various ways.
- To create social awareness and cooperate with rural development programmes in tree plantations in local institutions.
- The faculty members of the department have participated in all the social and extension activities initiated by the college authority. The department has also taken up extension education classes in the nearby high and higher secondary schools.

35. SWOC analysis of the Department and future plans:

Strength:

- Faculty members with specialization in different fields of economics.
- Scholarly academicians are invited to deliver special lectures in the department.
- Academic counselling of general and major students is organised.
- Internal evaluation of students is timely done.
- Passed-out major students are absorbed in different state departments.

Weakness:

- Proficiency level of students is below average as most of the students come from poor socio-economic background of rural and tea garden areas.
- Faculty position is insufficient to look after classes specially after introducing communicative skill paper by Dibrugarh University.
- Lack of reference books, journals in the departmental library.

- Lack of adequate interactive zeal among some of the students.

Opportunities:

- The college provides desktop computer to the department. Internet facility is centrally available in the administrative block.
- Teachers are given ample scope for faculty development like participation in RC/OP, holding seminars, popular talks etc. and carry out minor projects under UGC schemes.

Challenges:

- Learning environment appears as a challenge as most students seem pessimistic as regards their future goal.
- The students are more interested in getting readymade study materials instead of understanding and enhancing knowledge.

Future Plan:

- To arrange guest lecture on the current burning issues of economics.
- Counselling class on career building and progression.
- Special lecture on national integration, peace and development.
- Lecture on development displacement.

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DEPARTMENT OF EDUCATION

1. Name of the Department: **Education**
2. Year of Establishment: **2001 (B.A. Course is started)**
3. Names of the programmes/Courses offered (UG/PG/M. Phil., Integrated Masters, Integrated Ph. D. etc.): **Under Graduate**
4. Names of the Interdisciplinary Courses and the Departmental Units Involved: **BAMC, Environmental Science, Travel and Tourism Management**
5. Annual/Semester/Choice-based Credit System (Programme-wise):
   - Annual-
     i. **Higher Secondary Courses**
     ii. **Under Graduate courses (1+1+1) till 2011**
   - Semester- **Under Graduate Courses since 2011**
6. Participation of the Department in the courses offered by other Departments: **Travel and Tourism Management, one faculty member takes up classes under KKHSOU, Demow College centre.**
7. Course in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of Courses/Programme discontinued (if any) with reasons: **Nil**
9. Number of Teachers: (2009-16)

	Sanctioned	Filled up
Professors	---	---
Associate Professors	---	---
Assistant Professor	---	---
Assistant Professor (Non Sanctioned)	---	02
Assistant Professor (Contractual)	---	01

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph. D/M.Phil. etc.):

Name	Qualification	Designation	Specialization	No. of Years of Teaching Experience	No. of Ph. D. students guided for the last 4 years
Mondira Mohan	M.A., M. Phil.	Assistant Professor	No	12 Years	Nil
Jasmine Boruah	M.A., M. Phil.	Assistant Professor	No	07 Years	Nil
Barsha Gogoi	M.A.	Assistant Professor	No	01 Year	Nil

11. List of Senior Visiting Faculty: **Nil**
12. Percentage of lectures delivered (programme-wise) by temporary Faculty: **100%**

13. Student-Teacher Ratio (programme-wise): **60:1 (Core)**

14. Support staff and administrative staff sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with D.Sc. /D.Litt. /Ph. D./M.Phil./PG:

Name	Qualification
Mondira Mohan	M.A., M. Phil.
Jasmine Boruah	M.A., M. Phil.
Barsha Gogoi	M.A., B. Ed.

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIT, UGC, DBT, ICSSR etc. and total grants received: **No**

18. Research centre/facility recognized by the university: **Nil**

19. Publications:

- Publications per faculty: **Nil**

- Number of papers published in peer reviewed journals (national/international) by faculty and students: **Nil**

- Number of publications listed in international database: **Nil**

- Monographs: **Nil**

- Chapter in books: **Nil**

- Books edited: **Nil**

- Books with ISBN/ISSN numbers with details of publishers:

  ➢ **Mondira Mohan**

    i. Globalization in the North East India, published by Purbanchal Prakash, Guwahati, for Demow College, Sivasagar, 2012, ISBN 978-81-7213-154-8.

    ii. Mahatma Gandhi: the Architect of India, published by UGC sponsored Gandhian Studies Centre, Gargaon College, First Edition-2012, ISBN-978-81-922338-6.

  ➢ **Jasmine Boruah**

    i. Globalization in the North East India, published by Purbanchal Prakash, Guwahati, for Demow College, Sivasagar, 2012, ISBN-978-81-7213-154-8

- Citation Index: **Nil**

- SNIP: **Nil**

- SJR: **Nil**
- Impact factor: **Nil**
- H-index: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in
   a) National Committees: **Nil**
   b) International Committees: **Nil**
   c) Editorial Board: **Nil**

22. Student Projects:
   a) Percentage of students who have done in-house projects including inter-departmental programme: **60%**
   b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industry/other agencies: **Nil**

23. Awards/Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/visitors to the department:

Sl. No.	Name of Visiting Faculty	Department/University
1	Ms. Ajanta Kotoky Gogoi	Deputy Director of Higher Education, Govt. of Assam
2	Dr. Rupam Saikia	Director, College Development Council, Dibrugarh University
3	Dr. Kamala Borgohain	Department of Education, Dibrugarh University

25. Seminars/Conferences/Workshops/Talk organized and the source of funding:
   a) National: **Nil**
   b) International: **Nil**

26. Student profile programme/course wise:

BA Final Year Result (1+1+1)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2010	TDC 3rd Year (C)	32	29	29	100	
	TDC 3rd Year (M)	NA	NA	NA	NA	
2011	TDC 3rd Year (C)	37	32	20	62.5	
	TDC 3rd Year (M)	NA	NA	NA	NA	
2012	TDC 3rd Year (C)	50	45	44	97.77	
	TDC 3rd Year (M)	NA	NA	NA	NA	
2013	TDC 3rd Year (C)	51	48	48	100	
	TDC 3rd Year (M)	NA	NA	NA	NA	

BA Result (Semester Course)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2011	BA 1st Sem. (C)	124	120	19	15.83	
	BA 1st Sem. (M)	NA	NA	NA	NA	
2012	BA 1st Sem. (C)	148	144	104	72.22	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	60	59	52	88.13	
	BA 2nd Sem. (M)	NA	NA	NA	NA	
	BA 3rd Sem. (C)	30	30	20	66.66	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
2013	BA 1st Sem. (C)	124	115	36	31.30	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	97	96	61	63.54	
	BA 2nd Sem. (M)	NA	NA	NA	NA	
	BA 3rd Sem. (C)	98	97	47	48.45	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	29	29	18	62.06	
	BA 4th Sem. (M)	NA	NA	NA	NA	
	BA 5th Sem. (C)	06	06	00	00	
	BA 5th Sem. (M)	NA	NA	NA	NA	
2014	BA 1st Sem. (C)	103	102	52	50.98	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	90	86	39	45.34	
	BA 2nd Sem. (M)	NA	NA	NA	NA	
	BA 3rd Sem. (C)	95	91	53	69.23	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	86	86	53	61.62	
	BA 4th Sem. (M)	NA	NA	NA	NA	
	BA 5th Sem. (C)	41	41	31	75.60	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	04	03	03	100	
	BA 6th Sem. (M)	NA	NA	NA	NA	
2015	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	95	93	61	65.59	
	BA 2nd Sem. (M)	NA	NA	NA	NA	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	83	81	45	55.55	
	BA 4th Sem. (M)	NA	NA	NA	NA	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	40	20	12	60	
	BA 6th Sem. (M)	NA	NA	NA	NA	
2016	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	

BA 2nd Sem. (C)	98	95	86	90.52	
BA 2nd Sem. (M)	13	13	10	76.92	
BA 3rd Sem. (C)	NA	NA	NA	NA	
BA 3rd Sem. (M)	NA	NA	NA	NA	
BA 4th Sem. (C)	86	85	81	95.29	
BA 4th Sem. (M)	NA	NA	NA	NA	
BA 5th Sem. (C)	NA	NA	NA	NA	
BA 5th Sem. (M)	NA	NA	NA	NA	
BA 6th Sem. (C)	16	09	09	100	
BA 6th Sem. (M)	NA	NA	NA	NA	

27. Diversity of students:

Name of the Course	% of Students from the State	% of Students from other State	No. of Students from Abroad
UG-2009-10	100%	Nil	Nil
UG-2010-11	100%	Nil	Nil
UG-2011-12	100%	Nil	Nil
UG-2012-13	100%	Nil	Nil
UG-2013-14	100%	Nil	Nil
UG-2014-15	100%	Nil	Nil
UG-2015-16	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services etc.:

    i. TET: **Nil**

    ii. SLET: **Nil**

    iii.NET: **Nil**

29. Student progression:

Student Progression	Against % enrolled
UG to PG	**NA**
PG to M. Phil.	**NA**
PG to Ph.D.	**NA**
Ph. D. to Post-Doctoral	**NA**
Employed • Campus selection • Other than campus recruitment	Nil Nil
Entrepreneurship/self-employment	Nil

30. Details of infrastructural facilities:

    a) Library: **Departmental Library**

    b) Internet facility for the staff and students: **Centrally available in the administrative block and the library.**

    c) Classroom with ICT facility: **Nil**

d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies:

   Cited in **5.1.2** in the **SSR**

32. Details on students enrichment programmes (Special Lectures/Workshop/Seminar) with external experts: **Nil**

33. Teaching methods adopted to improve student learning: **Lecture Method**

34. Participation in Institutional Social Responsibility (ISR) and extension activities: **Participated in all the social and extension activities initiated by the college authority. The faculty members of the department also undertake extension education classes in the nearby Rajabari Junior College.**

35. SWOC analysis of the Department and future plans:

   Strength:

   The Department of Education has only three faculty members. They are active in imparting the course curriculum of the under graduate course in core and major subject in addition of the higher secondary course in arts. The enrolment of students in the department has been increasing over the years. It shows the positive strength of the department. The infrastructure facilities for holding the classes are sufficient. The ICT facility is also available in the library and in the administrative building which can be used by the students during the working hours.

   Weakness:

   The department of Education is yet to be taken over by the govt. of Assam. The weakness of the department is the non-availability of desired number of teaching faculties. This causes a difficult and serious problem in our department.

   Opportunities:

   As a subject of study, Education helps the students to select teaching as a profession.

   Challenges:

   There is a wide gap between the students and the teachers. The number of students in each class is so large that the teacher is not able to recognize each student thus unable to establish close contact.

   Future Plan:

Facilities already existing in our department are not sufficient for the students. So, facilities such as psychological laboratory, teaching material etc. should be further extended.

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DEPARTMENT OF ENGLISH

1. Name of the Department: **English**

2. Year of Establishment: **1970**

3. Names of the programmes/Courses offered (UG/PG/M. Phil., Integrated Masters, Integrated Ph. D. etc.): **Under Graduate Programme**

4. Names of the Interdisciplinary Courses and the Departmental Units Involved: **Nil**

5. Annual/Semester/Choice-based Credit System (Programme-wise):

   ▪ Annual-

       i.   **Higher Secondary Courses**

       ii.   **Under Graduate courses (1+1+1) till 2011**

   ▪ Semester- **Under Graduate Courses since 2011**

6. Participation of the Department in the courses offered by other Departments: **Travel and Tourism Management, Paper on Environmental Studies**

7. Course in collaboration with other universities, industries, foreign institutions, etc.: **None**

8. Details of Courses/Programme discontinued (if any) with reasons: **None**

9. Number of Teachers: (2009-16)

	Sanctioned	Filled up
Professors	-----	-----
Associate Professors	02	01 (one retired)
Assistant Professor	02	02

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph. D/M.Phil. etc.):

Name	Qualification	Designation	Specialization	No. of Years of Teaching Experience	No. of Ph. D. students guided for the last 4 years
Dr. Mamoni Gogoi Borgohain (Retd. on 31.09.2014)	M.A., PGDTE, Ph.D.	Associate Professor	Literature	33	---
Tarun Ch. Dutta	M.A., LL.B., PGDHE	Associate Professor	Literature	34	---
Siya Ram Jha (Retd. on 31.01.2015)	M.A.	Assistant Professor	Literature	22	---
Binoy Chetia	M.A., M.Phil.	Assistant Professor	Literature	Appointed in June,	---

				2016	
Lengdon Chetia	M.A., M. Phil., M. Ed.	Assistant Professor	Literature	Appointed in June, 2016	---

11. List of Senior Visiting Faculty: **Nil**

12. Percentage of lectures delivered (programme-wise) by temporary Faculty: **100%**

13. Student-Teacher Ratio (programme-wise):

Including HS=

Excluding HS=

14. No. of academic support staff and administrative staff sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with D.Sc. /D.Litt. /Ph. D/M.Phil./PG

Name	Qualification
Dr. Mamoni Gogoi Borgohain (Retd.)	M.A., PGDTE, Ph.D.
Tarun Ch. Dutta	M.A., LL.B., PGDHE
Siya Ram Jha (Retd.)	M.A.
Binoy Chetia	M.A., M.Phil.
Lengdon Chetia	M.A., M. Phil., M. Ed.

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIT, UGC, DBT, ICSSR etc. and total grants received: **Nil**

18. Research centre/facility recognized by the university: **Nil**

19. Publications:

- Publications per faculty:
    - ➤ **Dr. Mamoni Borgohain**
        - ∗ Life and Times of Michael K' (Book published in 2009)
        - ∗ Ethnicity, Identity and Literature, International Seminar, ISBN No. 978-81-924140-5-8
        - ∗ River, Society and Sustainable Development, International Seminar
- Number of papers published in peer reviewed journals (national/international) by faculty and students: **Nil**
- Number of publications listed in international database: **Nil**
- Monographs: **Nil**
- Chapter in books:
    - ➤ **Dr. Mamoni Borgohain**

- ∗ **SLM, BA English Course (2011)**
  - Books edited:
    - ➤ **Dr. Mamoni Borgohain**
      - ∗ **Globalization in the North East India, 2012 ISBN: 978-81-7213-154-8**
      - ∗ **Literature of the North East India, 2014, ISBN: 978-93-82283-93-5**
  - Books with ISBN/ISSN numbers with details of publishers: **Nil**
  - Citation Index: **Nil**
  - SNIP: **Nil**
  - SJR: **Nil**
  - Impact factor: **Nil**
  - H-index: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in
    a) National Committees:
    - ➤ **Dr. Mamoni Borgohain,**
      - ∗ **Life Member, Indian Red Cross Society**
      - ∗ **Trustee, 'DISHA', A National Level NGO (Reg. No. 5192/IV)**
    b) International Committees: **Nil**
    c) Editorial Board:
    - ➤ **Tarun Ch. Dutta**
      - ∗ Editorial member for two volumes of national seminar proceedings published by Demow College, Demow.

22. Student Projects:
    a) Percentage of students who have done in-house projects including inter-departmental programme: **Nil**
    b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industry/other agencies: **Nil**

23. Awards/Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/visitors to the department:
    i. Dr. Kamala Borgohain

Associate Professor, Department of Education

Dibrugarh University

  ii. Dr. Prabin Gogoi

Associate Professor, Department of Education

Dibrugarh University

  iii. Dr. Madan Mohan Sarma

Retd. Dean of Arts, Tezpur University

  iv. Dr. Sangita Saikia

Bishwa Bharati, Santiniketan

West Bengal

  v. Dr. Pranjit Borah

Director, Dr. Bhupen Hazarika Centre for Studies in Performing Arts

Dibrugarh University

25. Seminars/Conferences/Workshops organized and the source of funding:

  a) National: **01 (Literature of the North East India, sponsored by UGC, NERO)**

  b) International: Nil

26. Student profile programme/course wise:

BA Final Year Result (1+1+1)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2010	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	06	06	06	100	
2011	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	Nil	Nil	Nil	Nil	
2012	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	03	03	03	100	
2013	TDC 3rd Year (C)	NA	NA	NA	NA	
	TDC 3rd Year (M)	Nil	Nil	Nil	Nil	

BA Result (Semester Course)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2011	BA 1st Sem. (C)	224	217	19	8.75	
	BA 1st Sem. (M)	04	04	01	25	
2012	BA 1st Sem. (C)	227	220	180	81.81	
	BA 1st Sem. (M)	06	06	01	16.66	
	BA 2nd Sem. (C)	114	111	08	7.20	
	BA 2nd Sem. (M)	03	03	00	00	

	BA 3rd Sem. (C)	16	16	02	12.5
	BA 3rd Sem. (C) CMSK	57	57	57	100
	BA 3rd Sem. (M)	03	03	02	66.66
2013	BA 1st Sem. (C)	231	222	46	20.72
	BA 1st Sem. (M)	09	08	06	75
	BA 2nd Sem. (C)	191	181	99	54.69
	BA 2nd Sem. (M)	06	06	04	66.66
	BA 3rd Sem. (C)	68	67	33	49.25
	BA 3rd Sem. (C) CMSK	127	125	103	82.4
	BA 3rd Sem. (M)	05	05	05	100
	BA 4th Sem. (C)	NA	NA	NA	NA
	BA 4th Sem. (M)	02	02	02	100
	BA 5th Sem. (C)	NA	NA	NA	NA
	BA 5th Sem. (M)	02	02	00	00
2014	BA 1st Sem. (C)	174	171	34	19.88
	BA 1st Sem. (M)	04	04	01	25
	BA 2nd Sem. (C)	207	202	121	59.90
	BA 2nd Sem. (M)	05	05	03	60
	BA 3rd Sem. (C)	78	76	46	60.52
	BA 3rd Sem. (C) CMSK	138	137	46	33.57
	BA 3rd Sem. (M)	04	04	03	75
	BA 4th Sem. (C)	NA	NA	NA	NA
	BA 4th Sem. (M)	05	05	05	100
	BA 5th Sem. (C)	NA	NA	NA	NA
	BA 5th Sem. (M)	14	06	04	66.66
	BA 6th Sem. (C)	NA	NA	NA	NA
	BA 6th Sem. (M)	02	01	00	00
2015	BA 1st Sem. (C)	NA	NA	NA	NA
	BA 1st Sem. (M)	NA	NA	NA	NA
	BA 2nd Sem. (C)	156	155	18	11.61
	BA 2nd Sem. (M)	04	03	00	00
	BA 3rd Sem. (C)	NA	NA	NA	NA
	BA 3rd Sem. (C) CMSK	NA	NA	NA	NA
	BA 3rd Sem. (M)	NA	NA	NA	NA
	BA 4th Sem. (C)	NA	NA	NA	NA
	BA 4th Sem. (M)	03	03	03	100
	BA 5th Sem. (C)	NA	NA	NA	NA
	BA 5th Sem. (M)	NA	NA	NA	NA
	BA 6th Sem. (C)	NA	NA	NA	NA
	BA 6th Sem. (M)	05	05	03	60
2016	BA 1st Sem. (C)	NA	NA	NA	NA
	BA 1st Sem. (M)	NA	NA	NA	NA

BA 2nd Sem. (C)	233	229	74	32.31	
BA 2nd Sem. (M)	Nil	Nil	Nil	Nil	
BA 3rd Sem. (C) BA 3rd Sem. (C) CMSK	NA	NA	NA	NA	
BA 3rd Sem. (M)	NA	NA	NA	NA	
BA 4th Sem. (C)	NA	NA	NA	NA	
BA 4th Sem. (M)	05	05	02	40	
BA 5th Sem. (C)	NA	NA	NA	NA	
BA 5th Sem. (M)	NA	NA	NA	NA	
BA 6th Sem. (C)	NA	NA	NA	NA	
BA 6th Sem. (M)	02	02	02	100	1st Class=02

27. Diversity of students:

Name of the course	% of students from the state	% of students from other state	No. of students from abroad
UG-2009	100%	Nil	Nil
UG-2010	100%	Nil	Nil
UG-2011	100%	Nil	Nil
UG-2012	100%	Nil	Nil
UG-2013	100%	Nil	Nil
UG-2014	100%	Nil	Nil
UG-2015	100%	Nil	Nil
UG-2016	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services etc.:

The following ex-students of the Dept. have qualified in TET, SLET and NET Exams.

   i. TET: **05**

   ii. SLET: **01**

   iii.NET: **02**

29. Student progression:

Student Progression	Against % Enrolled
UG to PG	15
PG to M. Phil.	N/A
PG to Ph.D.	N/A
Ph. D. to Post-Doctoral	N/A
Employed • Campus selection • Other than campus recruitment	 Nil 05
Entrepreneurship/self-employment	20

30. Details of infrastructural facilities:

   a) Library: **Departmental Library attached to the department.**

b) Internet facility for the staff and students: **Centrally available in the administrative block.**

c) Classroom with ICT facility: **Yes, in the Language Lab.**

d) Laboratories: **Yes, Language Lab.**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Cited in **5.1.2** in the **SSR**

32. Details on students enrichment programmes (Special Lectures/Workshop/Seminar) with external experts:

Sl. No.	Enrichment Programme	External Expert	Year
1	Talk on the Stream of Consciousness in the Novels of Virginia Woolf	Dr. Sudhir Das, HCDG College, Nitaipukhuri	2009
2	Symposia on Teaching of NCERT Courses at HS Level in Assam	i. Dr. Kamala Borgohain, Dept. of Education, Dibrugarh University ii. Dr. Prabin Gogoi, Dept. of Education, Dibrugarh University	2010
3	Talk on Impact of Globalization in the Culture and Society of West Bengal	Dr. Sangita Saikia, Bishwa Bharati, Santiniketan, West Bengal	2011
4	Talk on Post Colonial Literature	Dr. Pranjit Borah Director, Dr. Bhupen Hazarika Centre for Studies in Performing Arts, Dibrugarh University	2013
5	Symposium on Status of Women: Traditional and Modern Perspective and Values	Ms. Jonali Patowari Borah, Associate Professor, Madhya Kamrup College	2013

33. Teaching methods adopted to improve student learning:

Normally lecture method is followed in classroom transaction. Besides this procedure, group discussions, home assignments, unit tests, class test, departmental seminars are arranged by the department. Teachers are available beyond class hours and even during vacations for academic interactions with students. Teaching with ICT facilities has also been done.

34. Participation in Institutional Social Responsibility (ISR) and extension activities:

a) Educational excursion to North India during 2012.

b) Educational tour to Kaziranga during 2011.

c) Educational excursion to *Nam Phake* Village, Naharkatia.

d) Taking up of extension education classes in the nearby high/higher secondary schools and junior colleges.

35. SWOC analysis of the Department and future plans:

Strength:

- Qualified and dedicated teachers with specialization in different areas.
- Bilingual methods of teaching are used in General English classes as majority of the students are first generation learners from poverty stricken background.
- Establishment of language lab. with ICT facility.
- Scholarly academicians invited to deliver lectures in the department.
- Encourage students to establish links and interact with visiting faculties for advice and information on course curriculum as well as on future study and career opportunities.
- Regular academic counselling for general and major students.
- Timely internal student evaluations.
- Passed-out major students absorbed as faculty in college/university.
- Senior faculty of the department are engaged in all core-committees of the college/outside college.
- Voice amplifiers are used in big classes.
- Providing printed and photocopied study and reference reading materials to students in Major classes.

Weakness:

- Proficiency level is below average as most of the students come from rural, tea garden and low socio-economic background.
- Lack of sufficient number of students in Major classes.
- Faculty position is insufficient to look after classes specially after introducing communicative skill paper by Dibrugarh University.
- Lack of reference books, journals in the departmental library.
- Lack of adequate interactive zeal among some of the students.

Opportunities:

- The college provides a desktop computer to the department. Internet facility is centrally available in the administrative block and ICT facility has been added.

Challenges

- Apathy of the student community to learn and gather proficiency in English language.
- Lengthy course, large numbers of enrolment and tight academic programme have been making it difficult to take up minute care of each stakeholder.

Future Plans

- To develop the departmental library with more reference books.
- To add up visiting lectures of guest faculty in order to inspire the student community and to generate interest in the language.

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DEPARTMENT OF HISTORY

1. Name of the Department: **History**

2. Year of Establishment: **1970**

3. Names of the programmes/Courses offered (UG/PG/M. Phil., Integrated Masters, Integrated Ph. D. etc.): **Under Graduate Course (both Major and General)**

4. Names of the Interdisciplinary Courses and the Departmental Units Involved: **The Department looks after the Skill-based Course for 5th and 6th Semester (Travel and Tourism Management) as assigned by the authority.**

5. Annual/Semester/Choice-based Credit System (Programme-wise):

   - Annual-
     i. **Higher Secondary Courses**
     ii. **Under Graduate courses (1+1+1) till 2011**
   - Semester- **Under Graduate Courses since 2011**

6. Participation of the Department in the courses offered by other Departments: **None**

7. Course in collaboration with other universities, industries, foreign institutions, etc.: **None**

8. Details of Courses/Programme discontinued (if any) with reasons: **None**

9. Number of Teachers: (2009-16)

	Sanctioned	Filled up
Professors	---	---
Associate Professors	02	01 (one retired)
Assistant Professor	02	01
Assistant Professor (Contractual)	---	01

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph. D/M.Phil. etc.):

Name	Qualification	Designation	Specialization	No. of Years of Teaching Experience	No. of Ph. D. students guided for the last 4 years
Kusum Handique	M.A.	Associate Professor	Modern Indian History	27	--
Robin Borgohain	M.A., M. Phil.	Associate Professor (Retired)	Medieval Indian History	32	--
Palash Sarma	M.A., M. Phil.	Assistant Professor	Ancient Indian History	13	--

Shirumoni Baruah	M.A.	Assistant Professor (Contractual)	Modern Indian History	1 Year	--

11. List of Senior Visiting Faculty: **None**

12. Percentage of lectures delivered (programme-wise) by temporary Faculty: **Nil**

13. Student-Teacher Ratio (programme-wise): **15:1**

14. Support staff and administrative staff sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with D.Sc. /D.Litt. /Ph. D./M.Phil./PG:

Name	Qualification
Kusum Handique	M.A.
Palash Sarma	M.A., M. Phil.
Shirumoni Baruah	M.A.

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received:

Sl. No.	Name of Faculty	Type of Project	Funding Agency	Grants Received (in Rs.)	Remarks
01	Robin Borgohain (Retd. on 31.03.2014)	MRP	UGC, NERO	Rs. 80,000/-	Completed

17. Departmental projects funded by DST-FIT, UGC, DBT, ICSSR etc. and total grants received: **Nil**

18. Research centre/facility recognized by the university: **Nil**

19. Publications:

• Publications per faculty:

➤ **Kusum Handique-**

∗ Problems and Prospects of Tourism in Sivasagar District in the Context of Globalization; a Seminar Paper presented in UGC sponsored National Seminar organized by Demow College in November, 2010.

∗ Women and Rural Development (A Case Study); a Seminar Paper presented in ICSSR sponsored National Seminar organized by Gargaon College in November, 2011.

∗ Rural Women and Conservation of Natural Resources; a Seminar Paper presented in UGC sponsored National Seminar organized by D.K.D. College, Dergaon in November, 2012.

➤ **Palash Sarma-**

* Challenges of Studying History in the Present day Context; published in Diksha, Souvenir of Moran Conference of Assam College Teachers' Association, November 2013. ISBN-

- Number of papers published in peer reviewed journals (national/international) by faculty and students: **Nil**
- Number of publications listed in international database: **Nil**
- Monographs: **Nil**
- Chapter in books: **Nil**
- Books edited: **Nil**
- Books with ISBN/ISSN numbers with details of publishers: **Nil**
- Citation Index: **Nil**
- SNIP: **Nil**
- SJR: **Nil**
- Impact factor: **Nil**
- H-index: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in
   a) National/Regional Committees:
      ➢ **Kusum Handique**
         - Editorial Member in the publication of the book Globalization in the North East India, 2012 (Seminar Publication).
      ➢ **Palash Sarma**
         - Member, Indian Council for Historical Research
         - Member, North East India History Association
         - Member, Committee framed by the Deputy Commissioner, Sivasagar, as 'Sivasagar as World Heritage Site'.
         - Active Member of the Assam College Teachers' Association and has served as Assistant Secretary of the Association at the zonal level in 2015-16.
   b) International Committees: **Nil**
   c) Editorial Board:
      ➢ **Palash Sarma has acted as editorial member for one volume of national seminar proceedings. His name is associated to 2 (two)**

numbers of ISSN numbered journals as editorial member. He has also acted as supervisor and editorial member of the college magazine.

22. Student Projects:
    a) Percentage of students who have done in-house projects including inter-departmental programme: **100%**
    b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industry/other agencies: **Nil**

23. Awards/Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/visitors to the department:
    i. **Dr. Dambarudhar Nath, Professor, Dibrugarh University**
    ii. **Dr. Anowar Hussain, Formerly Professor, Dibrugarh University**
    iii. **Dr. Biswajit Barua, Professor, Dibrugarh University**
    iv. **Dr. Dayananda Borgohain, Noted Academician, President, Purbanchal Tai Sahitya Sabha**
    v. **Dr. Punyadhar Gogoi, Principal, Gargaon College**
    vi. **Dr. Sharat Kr. Phukan, IPS**

25. Seminars/Conferences/Workshops/Talk organized and the source of funding:
    a) National: **Nil**
    b) International: **Nil**
    c) Talk:

Sl. No.	Talk	Resource Person	Date	Source of Fund
01	History: Its Social Value	Mr. Sushil Suri	25th October, 2011	College Fund
02	Contributions of Chao-lung Sukapha towards Nation Building in Assam	Dr. Dayananda Borgohain	4th October, 2013.	UGC

26. Student profile programme/course wise:

BA Final Year Result (1+1+1)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2010	TDC 3rd Year (C)	Nil	Nil	Nil	Nil	
	TDC 3rd Year (M)	02	02	00	00	
2011	TDC 3rd Year (C)	Nil	Nil	Nil	Nil	
	TDC 3rd Year (M)	02	02	01	50	
2012	TDC 3rd Year (C)	Nil	Nil	Nil	Nil	
	TDC 3rd Year (M)	03	03	01	33.33	
2013	TDC 3rd Year (C)	02	02	02	100	

| | TDC 3rd Year (M) | 02 | 02 | 02 | 100 | |

BA Result (Semester Course)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2011	BA 1st Sem. (C)	05	04	02	50	
	BA 1st Sem. (M)	02	02	00	00	
2012	BA 1st Sem. (C)	05	05	03	60	
	BA 1st Sem. (M)	03	03	02	66.66	
	BA 2nd Sem. (C)	02	02	02	100	
	BA 2nd Sem. (M)	Nil	Nil	Nil	Nil	
	BA 3rd Sem. (C)	Nil	Nil	Nil	Nil	
	BA 3rd Sem. (M)	Nil	Nil	Nil	Nil	
2013	BA 1st Sem. (C)	03	03	01	33.33	
	BA 1st Sem. (M)	04	04	01	25	
	BA 2nd Sem. (C)	05	05	00	00	
	BA 2nd Sem. (M)	03	03	00	00	
	BA 3rd Sem. (C)	04	04	03	75	
	BA 3rd Sem. (M)	02	02	02	100	
	BA 4th Sem. (C)	Nil	Nil	Nil	Nil	
	BA 4th Sem. (M)	Nil	Nil	Nil	Nil	
	BA 5th Sem. (C)	Nil	Nil	Nil	Nil	
	BA 5th Sem. (M)	Nil	Nil	Nil	Nil	
2014	BA 1st Sem. (C)	07	07	06	85.71	
	BA 1st Sem. (M)	10	10	06	60	
	BA 2nd Sem. (C)	04	03	01	33.33	
	BA 2nd Sem. (M)	04	04	03	75	
	BA 3rd Sem. (C)	Nil	Nil	Nil	Nil	
	BA 3rd Sem. (M)	02	02	00	00	
	BA 4th Sem. (C)	03	03	00	00	
	BA 4th Sem. (M)	02	02	01	50	
	BA 5th Sem. (C)	02	02	02	100	
	BA 5th Sem. (M)	02	02	01	50	
	BA 6th Sem. (C)	Nil	Nil	Nil	Nil	
	BA 6th Sem. (M)	Nil	Nil	Nil	Nil	
2015	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	05	05	05	100	
	BA 2nd Sem. (M)	11	11	00	00	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	02	02	02	100	
	BA 4th Sem. (M)	03	03	01	33.33	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	02	01	01	100	

	BA 6th Sem. (M)	02	01	01	100	1st Class=01
2016	BA 1st Sem. (C)	05	05	05	100	
	BA 1st Sem. (M)	17	16	13	81.25	
	BA 2nd Sem. (C)	05	05	05	100	
	BA 2nd Sem. (M)	20	19	18	94.73	
	BA 3rd Sem. (C)	05	05	05	100	
	BA 3rd Sem. (M)	11	11	06	54.54	
	BA 4th Sem. (C)	05	05	05	100	
	BA 4th Sem. (M)	11	11	04	36.36	
	BA 5th Sem. (C)	00	00	00	00	
	BA 5th Sem. (M)	03	03	01	33.33	
	BA 6th Sem. (C)	00	00	00	00	
	BA 6th Sem. (M)	01	00	00	00	

27. Diversity of students:

Name of the course	% of students from the state	% of students from other state	No. of students from abroad
UG-2009	100%	Nil	Nil
UG-2010	100%	Nil	Nil
UG-2011	100%	Nil	Nil
UG-2012	100%	Nil	Nil
UG-2013	100%	Nil	Nil
UG-2014	100%	Nil	Nil
UG-2015	100%	Nil	Nil
UG-2016	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services etc.:

    i. TET: **Nil**

    ii. SLET: **Nil**

    iii.NET: **Nil**

29. Student progression:

Student Progression	Against % enrolled
UG to PG	10%
PG to M. Phil.	**N/A**
PG to Ph.D.	**N/A**
Ph. D. to Post-Doctoral	**N/A**
Employed • Campus selection • Other than campus recruitment	**Nil** **05**
Entrepreneurship/self-employment	**25**

30. Details of infrastructural facilities:

    a) Library: **Departmental Library attached to the department.**

b) Internet facility for the staff and students: **Centrally available in the administrative block and the library.**

c) Classroom with ICT facility: **Major classes are taken up with ICT facility in the virtual classroom.**

d) Laboratories: **No**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Cited in **5.1.2** in the **SSR**

Apart from this, the faculties of the Department of History also offer financial assistance to the poor and meritorious students when sought for admission purposes.

32. Details on students enrichment programmes (Special Lectures/ Workshop/ Seminar) with external experts:

i. **Talk by Mr. Sushil Kr. Suri, Associate Professor, Dept. of History, Sonari College, Sonari on 'History: Its Social Value'.**

ii. **Talk by Dr. Dayananda Borgohain, Noted Academician, formerly Associate Professor of Moran College and President, Purbanchal Tai Sahitya Sabha on 'Contributions of Chao-lung Sukapha towards Nation Building in Assam'.**

33. Teaching methods adopted to improve student learning:

Normally lecture method is followed in classroom transaction. Besides this procedure, group discussions, home assignments, unit tests, class tests, departmental seminars are arranged by the department. Teachers are available beyond class hours and even during vacations for academic interactions with students.

34. Participation in Institutional Social Responsibility (ISR) and extension activities:

The faculty of the department actively participate in various health and environment awareness programmes as supervisors to the students doing field survey as a part of their routine academic work for Environmental Studies paper.

The faculty members of the Department of History with active participation of the students of the department run a History Study Forum.

The Department of History has undertaken academic extension activity in the nearby Athabari Higher Secondary School.

Besides these, the Department of History performed extension activities such as:

a) **Educational tour to Tezpur in 2011.**

b) **Educational excursion to Nam Phake Village, Naharkatia in 2012.**

c) **Educational tour to Tezpur in 2014.**

d) **Educational tour to historical places of Charaideo and Sivasagar districts.**

35. SWOC analysis of the Department and future plans:

Strength:

- Qualified and dedicated faculty members with specialization in different areas and well coordination among the faculties of the department.
- Bilingual teaching method and use of innovative techniques such as Quizzes, Group Discussions, Debates and Newspaper discussions.
- Healthy relationship between the faculty members and the students.
- Scholarly academicians are invited to deliver lectures in the department. The students have opportunities to interact with the visiting faculties as regards the course curriculum, new information and the changing trend.
- Regular academic counselling for general and major students.
- Timely internal evaluation of academic performance of students.
- Senior faculty of the department are engaged in all core-committees of the college/outside college.
- Providing printed and photocopied study materials and references to the students.

Weakness:

- Proficiency level is below average as most of the students come from rural, tea garden and low socio-economic background.
- Lack of connectivity with the National Knowledge Network and e-journals
- Lack of sufficient number of students in Major classes.
- Insufficient faculty position to look after the classes, especially after introducing communicative skill paper by the Dibrugarh University.
- Lack of reference books, journals in the departmental library.
- Lack of adequate interactive zeal among some of the students.

Opportunities:

- The college provides desktop computer to the department. Internet facility is centrally available in the administrative block.

- Adequate space to undertake modernization and expansion of departmental infrastructure.

- Potential funding sources through Major and Minor Research Projects.

- Opportunity for staff to update their qualifications and knowledge base through undertaking research and documentation work.

- Potentiality to enhance equipments and learning materials to the existing departmental facilities through undertaking Major and Minor Research Projects by faculty members.

Challenges:

- Because of the emergence of some new areas of study to cope-up with the present days' need, the subject- History becomes unpopular among the generation next. Henceforth, in view of the changed situation, to make the History subject interesting and attractive to the new generation, the pattern of writing of History necessitates to be changed.

- Challenges to popularize the subject among the school students.

- Difficulties confronted in increasing the enrolment of student in History.

- Complications in making the syllabus dynamic for present era.

Future Plan:

- Expose the students to various programmes that will increase their competency in facing challenges in this globalised society.

- In order to popularize the subject of History among the students, more extension lecture programme will be taken up among the students of the nearby schools.

- Upgrading the Departmental Library and open a Departmental Book Bank for the meritorious poor students.

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DEPARTMENT OF POLITICAL SCIENCE

1. Name of the Department: **Political Science**

2. Year of Establishment: **1970**

3. Names of the programmes/Courses offered (UG/PG/M. Phil., Integrated Masters, Integrated Ph. D. etc.): **Under Graduate**

4. Names of the Interdisciplinary Courses and the Departmental Units Involved: **Environmental Studies, Travel and Tourism Management**

5. Annual/Semester/Choice-based Credit System (Programme-wise):
   - Annual-
     i. **Higher Secondary Courses**
     ii. **Under Graduate courses (1+1+1) till 2011**
   - Semester- **Under Graduate Courses since 2011**

6. Participation of the Department in the courses offered by other Departments: **Yes**

7. Course in collaboration with other universities, industries, foreign institutions, etc.: **Nil**

8. Details of Courses/Programme discontinued (if any) with reasons: **Nil**

9. Number of Teachers: (2009-13)

	Sanctioned	Filled up
Professors	-----	-----
Associate Professor	**02**	**02**
Assistant Professor	**01**	**01**
Assistant Professor (Non-Sanction)	**01**	**01**

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph. D/M.Phil. etc.):

Name	Qualification	Designation	Specialization	No. of Years of Teaching Experience	No. of Ph. D. students guided for the last 4 years
Mr. Bichitra Boruah	M.A.	Associate Professor	Local Self Government	33 Years	
Mr. Anil Borgohain	M.A.	Associate Professor	International Relations	29 Years	
Mr. Pabitra Gogoi	M.A.	Assistant Professor	Public Administration	18 Years	
Mrs. Dulurani Phukan	M.A. M. Phil	Assistant Professor (Non-Sanction)	North East Indian Politics	12 Years	

11. List of Senior Visiting Faculty: **Nil**

12. Percentage of lectures delivered (programme-wise) by temporary Faculty: **30%**

13. Student-Teacher Ratio (programme-wise):

    14:1 (Major)

    44:1 (Pass)

14. No. of academic support staff and administrative staff sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with D.Sc. /D.Litt. /Ph. D/M.Phil./PG:

Name	Qualification
Mr. Bichitra Boruah	M.A.
Mr. Anil Borgohain	M.A.
Mr. Pabitra Gogoi	M.A.
Mrs. Dulurani Phukan	M.A. M. Phil

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIT, UGC, DBT, ICSSR etc. and total grants received: **Nil**

18. Research centre/facility recognized by the university: **Nil**

19. Publications:

    - Publications per faculty:

        ➢ **Dulurani Phukan**

            i. Globalization in the North East India, published by Purbanchal Prakash, 2012, ISBN-978-81-7213-154-8

    - Number of papers published in peer reviewed journals (national/international) by faculty and students: **Nil**

    - Number of publications listed in international database: **Nil**

    - Monographs: **Nil**

    - Chapter in books: **Nil**

    - Books edited: **Nil**

    - Books with ISBN/ISSN numbers with details of publishers: **Nil**

    - Citation Index: **Nil**

    - SNIP: **Nil**

    - SJR: **Nil**

    - Impact factor: **Nil**

    - H-index: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

   a) National Committees:

   - Anil Borgohain, Life member North East India Political Science Association
   - Pabitra Gogoi
     - ➤ Life member North East India Political Science Association
     - ➤ Lieutenant, NCC, Nodal officer, Demow College (MHRD)

   b) International Committees: **Nil**

   c) Editorial Board: Nil

22. Student Projects:

   a) Percentage of students who have done in-house projects including inter-departmental programme: **75%**

   b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industry/other agencies: **Nil**

23. Awards/Recognitions received by faculty and students:

   N.C.C. Commission Award to Mr. Pabitra Gogoi, Assistant Professor, published in India Gazette in 2010.

24. List of eminent academicians and scientists/visitors to the department:

   i. Dr. R. Thapa, Dibrugarh University

   ii. Dr. Anowar Hussain, Dibrugarh University

   iii. Dr. N. L. Dutta, Dibrugarh University

   iv. Dr, M.N. Das, Dibrugarh University

25. Seminars/Conferences/Workshops organized and the source of funding:

   a) National: **Nil**

   b) International: **Nil**

26. Student profile programme/course wise:

BA Final Year Result (1+1+1)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2010	TDC 3rd Year (C)	42	40	36	90	
	TDC 3rd Year (M)	03	03	01	33.33	
2011	TDC 3rd Year (C)	45	39	25	64.10	
	TDC 3rd Year (M)	10	10	08	80	
2012	TDC 3rd Year (C)	65	58	39	67.24	
	TDC 3rd Year (M)	13	12	11	91.66	
2013	TDC 3rd Year (C)	68	66	64	96.96	

| | TDC 3rd Year (M) | 06 | 05 | 05 | 100 | |

BA Result (Semester Course)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2011	BA 1st Sem. (C)	125	120	04	3.33	
	BA 1st Sem. (M)	33	32	15	46.87	
2012	BA 1st Sem. (C)	72	70	47	67.14	
	BA 1st Sem. (M)	31	30	20	66.66	
	BA 2nd Sem. (C)	60	59	24	40.67	
	BA 2nd Sem. (M)	19	18	14	77.77	
	BA 3rd Sem. (C)	20	20	19	95	
	BA 3rd Sem. (M)	15	15	14	93.33	
2013	BA 1st Sem. (C)	111	108	22	20.37	
	BA 1st Sem. (M)	26	26	10	38.46	
	BA 2nd Sem. (C)	44	43	21	48.83	
	BA 2nd Sem. (M)	22	21	04	19.4	
	BA 3rd Sem. (C)	33	33	21	63.63	
	BA 3rd Sem. (M)	19	19	15	78.94	
	BA 4th Sem. (C)	17	17	17	100	
	BA 4th Sem. (M)	15	15	14	93.33	
	BA 5th Sem. (C)	09	09	07	77.77	
	BA 5th Sem. (M)	15	15	13	86.66	
2014	BA 1st Sem. (C)	72	71	33	46.47	
	BA 1st Sem. (M)	17	16	03	18.75	
	BA 2nd Sem. (C)	75	70	48	68.57	
	BA 2nd Sem. (M)	38	38	27	71.05	
	BA 3rd Sem. (C)	59	59	42	71.18	
	BA 3rd Sem. (M)	22	21	15	71.42	
	BA 4th Sem. (C)	26	26	25	96.15	
	BA 4th Sem. (M)	18	18	18	100	
	BA 5th Sem. (C)	21	21	21	100	
	BA 5th Sem. (M)	18	18	04	22.22	
	BA 6th Sem. (C)	08	06	06	100	
	BA 6th Sem. (M)	15	14	13	92.85	1st Class=06
2015	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	65	63	15	23.80	
	BA 2nd Sem. (M)	15	15	09	60	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	50	50	41	82	
	BA 4th Sem. (M)	19	19	18	94.73	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	20	08	07	87.5	

	BA 6th Sem. (M)	15	03	03	100	
2016	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	68	68	64	94.11	
	BA 2nd Sem. (M)	11	11	07	63.63	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	42	42	37	88.09	
	BA 4th Sem. (M)	12	12	12	100	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	31	31	09	29.03	
	BA 6th Sem. (M)	18	18	13	72.22	1st Class=02

27. Diversity of students:

Name of the course	% of students from the state	% of students from other state	No. of students from abroad
UG-2009	100%	Nil	Nil
UG-2010	100%	Nil	Nil
UG-2011	100%	Nil	Nil
UG-2012	100%	Nil	Nil
UG-2013	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services etc.:

    i. TET: **Nil**

    ii. SLET: **Nil**

    iii.NET: **Nil**

29. Student progression:

Student Progression	Against % enrolled
UG to PG	10%
PG to M. Phil.	N/A
PG to Ph.D.	N/A
Ph. D. to Post-Doctoral	N/A

Employed
   • Campus selection
   • Other than campus recruitment	

Entrepreneurship/self-employment	20

30. Details of infrastructural facilities:

    a) Library: **Departmental library**

    b) Internet facility for the staff and students: **Centrally available in the administrative block and library**

    c) Classroom with ICT facility: **Nil**

d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies:

    Cited in **5.1.2** in the **SSR**

32. Details on students enrichment programmes (Special Lectures/ Workshop/ Seminar) with external experts:

    i. **Talk on Election Awareness Programme by Mr. Anupam Deka, ACS, Circle Officer, Demow Revenue Circle on 10th March, 2014.**
    ii. **Talk by S. Das, ACS, District Election Officer, Sivasagar, 10th March, 2014.**

33. Teaching methods adopted to improve student learning:

    Normally lecture method is followed in classroom transaction. Besides this procedure, group discussions, home assignments, unit tests, class test, departmental seminars are arranged by the department. Teachers are available beyond class hours and even during vacations for academic interactions with students.

34. Participation in Institutional Social Responsibility (ISR) and extension activities:

    Participation and voting awareness in Indian democratic System with special reference to the Lok Sabha Election, 10th March, 2014.

35. SWOC analysis of the Department and future plans:

    Strength:

    - The department of Political Science was established in the year 1970 since the establishment of the college
    - Qualified, dedicated and competent three sanctioned and one Non-Sanction Teaching staff.
    - Guidance, motivation and support from college authority.
    - Central and departmental library.
    - Co-operation from other departments.

    Weakness:

    - The student-teacher ratio is very high.
    - Lack of funds hits research programmes to be undertaken by the department.
    - Lack of funding for career oriented training, workshop, lectures by eminent personalities.

    Opportunities:

- Students can actively participate in the process of governance by acquiring formal political education.
- Scientific political knowledge will help the students in making right decision as a decision maker or statesman and contribute in nation building.
- By gaining formal political education students can contribute immensely in the development of the society by creating political awareness amongst the people.

Challenges:

- Students from rural areas, economically poor background.
- Low literacy rates of the parents.
- Poor academic performance at the entry level of the most of the students.
- No provision for campus recruitment.

Future Plans:

- Teachers are planning major/minor research projects.
- Work hard on bright students to get university positions.

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DEPARTMENT OF SOCIOLOGY

1. Name of the Department: **Sociology**

2. Year of Establishment: **1970**

3. Names of the programmes/Courses offered (UG/PG/M. Phil., Integrated Masters, Integrated Ph. D. etc.): **Under Graduate**

4. Names of the Interdisciplinary Courses and the Departmental Units Involved: **Environmental Studies, Tourism and Travel Management**

5. Annual/Semester/Choice-based Credit System (Programme-wise):
   - Annual-
     i. **Higher Secondary Courses**
     ii. **Under Graduate courses (1+1+1) till 2011**
   - Semester- **Under Graduate Courses since 2011**

6. Participation of the Department in the courses offered by other Departments: **TTMG, Environmental Studies**

7. Course in collaboration with other universities, industries, foreign institutions, etc.: **None**

8. Details of Courses/Programme discontinued (if any) with reasons: **MA in distance education has been discontinued. ?? (Reason)**

9. Number of Teachers: (2009-16)

	Sanctioned	Filled up
Professors	-	-
Associate Professors	03	03
Assistant Professor	01	01

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph. D/M.Phil. etc.):

Name	Qualification	Designation	Specialization	No. of Years of Teaching Experience	No. of Ph. D. students guided for the last 4 years
Mr. Naren Konwar	M.A.	Associate Professor	Social Problem & Welfare, Indian Social System, Sociological Thought & Sociology of health	27 years	_

			& Hospital management.		
Dr. Bipul Gogoi	M.A, M. Phil, PGDHE, Ph.D.	Associate Professor	Sociological thought, Social Research Science, Technology, and Society, Indian Society	29 years	_
Ms. Hamida Begum	M.A. B.Ed.	Associate Professor	Sociology of Development, Sociology of Mass-Com, Sociological thought, Women Studies, Sociology of Globalization.	26 years	_
Mr. Upen Gogoi	M.A.	Assistant Professor	North East India, Industrial Society Sociology of Rural Development Research Social System.	19 years	_

11. List of Senior Visiting Faculty: **Nil**

12. Percentage of lectures delivered (programme-wise) by temporary Faculty: Nil

13. Student-Teacher Ratio (programme-wise): **48:01**

14. No. of academic support staff and administrative staff sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with D.Sc. /D.Litt. /Ph. D/M.Phil./PG

Name	Qualification
Mr. Naren Konwar	M.A.
Dr. Bipul Gogoi	M.A, M. Phil, PGDHE, Ph.D.
Ms. Hamida Begum	M.A. B.Ed.
Mr. Upen Gogoi	M.A.

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received: **Nil**

17. Departmental projects funded by DST-FIT, UGC, DBT, ICSSR etc. and total grants received: **The environmental projects funded by the dept. of Forest and Environment, Govt. of India. The projects were proposed and completed by Ms. Hamida Begum, faculty member of the department.**

18. Research centre/facility recognized by the university: **Nil**

19. Publications:

- Publications per faculty:

- Number of papers published in peer reviewed journals (national/international) by faculty and students: **Nil**
- Number of publications listed in international database: **Nil**
- Monographs:
- Chapter in books:
  - Dr. Bipul Gogoi
    * 2 Chapters in Distance Education Book as Self Learning Material
  - Ms. Hamida Begum
    * 3 Chapters in Distance Education Book as Self Learning Material
- Books edited: Nil
- Books with ISBN/ISSN numbers with details of publishers: Nil
- Citation Index: Nil
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- H-index: Nil

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in

   a) National/Regional Committees:
  - Naren Konwar
    * All Assam Sociological Society
    * Assam Science Society, Demow Branch (Member)
    * Purbanchal Tai Sahitya Sabha (Life Member)
    * Coordinator, NSS, Demow College Unit
  - Dr. Bipul Gogoi
    * All Assam Sociological Society
    * Indian Sociological Society
    * Purbanchal Tai Sahitya Sabha
    * Assam Science Society
    * Vice-President, Assam College Teachers' Association
  - Hamida Begum
    * All Assam Sociological Society (Life Member)
    * Indian Sociological Society (Member)

∗ All Assam Science Society (Life Member)

    b)   International Committees: **Nil**

    c)   Editorial Board:

         ➢ Dr. Bipul Gogoi

            ∗ Journal, Assam College Teachers' Association

22. Student Projects:

    a) Percentage of students who have done in-house projects including inter-departmental programme: **10%**

    b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industry/other agencies: **Nil**

23. Awards/Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/visitors to the department:

- Professor (Dr.) M. Hussain, Dibrugarh University
- Professor (Emeritus) Dr. B.N. Borthakur, Dibrugarh University
- Dr. C.K. Gogoi, Dibrugarh University
- Dr. J.P. Saikia, Dibrugarh University
- Dr. Jayanta Borbora, Dibrugarh University
- Dr. G. Ahmed, HoD, Dept. Of Sociology, Amguri College
- Dr. Pranjal Sarma, Associate Professor, Dibrugarh University

25. Seminars/Conferences/Workshops organized and the source of funding:

    a) National: **Nil**

    b) International: **Nil**

26. Student profile programme/course wise:

BA Final Year Result (1+1+1)

Year	Name of the Course/Programme	Enrolled	Appeared	Passed	Pass Percentage	Remarks
2010	TDC 3rd Year (C)	41	36	32	88.88	
	TDC 3rd Year (M)	11	10	03	30	
2011	TDC 3rd Year (C)	39	32	22	68.75	
	TDC 3rd Year (M)	12	12	09	75	
2012	TDC 3rd Year (C)	44	40	27	67.5	
	TDC 3rd Year (M)	18	17	11	64.70	
2013	TDC 3rd Year (C)	61	59	57	96.61	
	TDC 3rd Year (M)	20	19	15	78.94	1st Class=01

BA Result (Semester Course)

Year	Name of the	Enrolled	Appeared	Passed	Pass	Remarks

	Course/Programme				Percentage	
2011	BA 1st Sem. (C)	82	80	21	26.25	
	BA 1st Sem. (M)	26	26	14	53.84	
2012	BA 1st Sem. (C)	94	89	54	60.67	
	BA 1st Sem. (M)	36	36	28	77.77	
	BA 2nd Sem. (C)	37	36	23	63.88	
	BA 2nd Sem. (M)	21	21	10	47.61	
	BA 3rd Sem. (C)	17	17	16	94.11	
	BA 3rd Sem. (M)	12	12	11	91.66	
2013	BA 1st Sem. (C)	128	119	17	14.28	
	BA 1st Sem. (M)	25	21	18	85.71	
	BA 2nd Sem. (C)	66	63	57	90.47	
	BA 2nd Sem. (M)	25	24	15	62.5	
	BA 3rd Sem. (C)	58	56	30	53.57	
	BA 3rd Sem. (M)	23	23	13	56.52	
	BA 4th Sem. (C)	18	18	15	83.33	
	BA 4th Sem. (M)	12	12	12	100	
	BA 5th Sem. (C)	07	07	05	71.42	
	BA 5th Sem. (M)	12	12	07	58.33	
2014	BA 1st Sem. (C)	53	50	30	60	
	BA 1st Sem. (M)	29	29	28	96.55	
	BA 2nd Sem. (C)	78	75	38	50.66	
	BA 2nd Sem. (M)	21	21	19	90.47	
	BA 3rd Sem. (C)	82	81	64	79.01	
	BA 3rd Sem. (M)	21	20	17	85	
	BA 4th Sem. (C)	53	53	49	92.45	
	BA 4th Sem. (M)	21	21	19	90.47	
	BA 5th Sem. (C)	36	35	35	100	
	BA 5th Sem. (M)	22	22	15	68.18	
	BA 6th Sem. (C)	05	03	03	100	
	BA 6th Sem. (M)	12	10	08	80	1st Class=04
2015	BA 1st Sem. (C)	NA	NA	NA	NA	
	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	42	41	29	70.73	
	BA 2nd Sem. (M)	28	27	25	92.59	
	BA 3rd Sem. (C)	NA	NA	NA	NA	
	BA 3rd Sem. (M)	NA	NA	NA	NA	
	BA 4th Sem. (C)	56	56	35	62.5	
	BA 4th Sem. (M)	14	14	12	85.71	
	BA 5th Sem. (C)	NA	NA	NA	NA	
	BA 5th Sem. (M)	NA	NA	NA	NA	
	BA 6th Sem. (C)	35	18	13	72.22	
	BA 6th Sem. (M)	19	13	12	92.30	1st Class=08
	BA 1st Sem. (C)	NA	NA	NA	NA	
2016	BA 1st Sem. (M)	NA	NA	NA	NA	
	BA 2nd Sem. (C)	72	71	69	97.19	

BA 2nd Sem. (M)	32	32	31	96.88	
BA 3rd Sem. (C)	NA	NA	NA	NA	
BA 3rd Sem. (M)	NA	NA	NA	NA	
BA 4th Sem. (C)	37	37	29	78.38	
BA 4th Sem. (M)	29	29	29	100	
BA 5th Sem. (C)	NA	NA	NA	NA	
BA 5th Sem. (M)	NA	NA	NA	NA	
BA 6th Sem. (C)	22	12	12	100	
BA 6th Sem. (M)	11	06	02	54.55	1st Class=01

27. Diversity of students:

Name of the Course	% of students from the same State	% of students from other States	% of students from abroad
B.A. (G)	100%	Nil	Nil
B.A. (M)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services etc.:

The following ex-students have cleared the following examinations-

    i.   TET: 04

    ii. SLET: 01

    iii. NET: 02

    iv. Ph.D.: 02

29. Student progression:

Student Progression	Against % Enrolled
UG to PG	**40%**
PG to M. Phil.	**Nil**
PG to Ph.D.	**Nil**
Ph. D. to Post-Doctoral	**Nil**
Employed • Campus selection • Other than campus recruitment	Nil 30
Entrepreneurship/self-employment	30

30. Details of infrastructural facilities:

    a) Library: **Departmental library with collected books and books provided by the institution**

    b) Internet facility for the staff and students: **Centrally at the administrative block and the library.**

    c) Classroom with ICT facility: **Major classes are taken in the virtual classroom.**

    d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Cited in **5.1.2** in the **SSR**

32. Details on students enrichment programmes (Special Lectures/Workshop/Seminar) with external experts: **Department has been organising special lectures, seminar etc.**

Sl. No.	Enrichment Programme	External Expert	Year
1	Symposia on Rural Development: Its Meaning and Significance	Mr. Lakhinandan Gogoi, Additional Deputy Commissioner, Sivasagar	2010
2	Literacy Programme at Athabri Tea Estate under the banner of *Aakhar* (NGO).		
3	Field work on socio-economic condition in the area of Dikhowmukh, Sivasagar district		
4	Special classes at Athabari H.S. School and Demow Junior Commerce College		

33. Teaching methods adopted to improve student learning: **Group discussion, counselling and seminar presentation**

34. Participation in Institutional Social Responsibility (ISR) and extension activities: **Department of Sociology performs various extension activities such as organizing of extension classes in nearby high and higher secondary school, social awareness programmes etc.**

35. SWOC analysis of the Department and future plans:

Strength

- Qualified and teachers with specialization in different areas.
- Scholarly academicians invited to deliver lectures in the department.
- Regular academic counselling for general and major students.
- Timely internal student evaluations.
- Passed-out major students absorbed in college/university faculty.

Weakness

- Proficiency level is below average as most of the students come from rural, tea garden and low socio-economic background.
- Lack of reference books, journals in the departmental library.
- Lack of adequate interactive zeal among some of the students.

Opportunities

- The college provides desktop computer to the department. Internet facility is centrally available in the administrative block.
- Teachers are given ample scope for faculty development like participation in RC/OP, holding seminars, popular talks etc. and carry out minor projects under UGC schemes.

Challenges

- The ongoing socio-economic and political environment and uncertainty of future have been creating perplexity, resulting in depression and pessimism in the minds of the current student generation.
- The students are more interested in getting readymade study materials instead of understanding and enhancing knowledge.

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राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the

National Assessment and Accreditation Council

on the recommendation of the duly appointed

Peer Team is pleased to declare the

Demow College

Demow, Sivasagar, affiliated to Dibrugarh University, Assam as

Accredited

at the C^{++} level.

Date : January 08, 2004

Director

Attested

Principal
Demow College

This certification is valid for a period of *Five* years with effect from January 08, 2004
An institutional score (%) in the range of 55-60 denotes C grade, 60-65 -C⁺grade, 65-70 - C⁺⁺grade,
70-75 - B grade, 75-80 -B⁺ grade, 80-85 - B⁺⁺ grade, 85-90 - A grade, 90-95 - A⁺ grade, 95-100 - A⁺⁺ grade
(up...s exclusive)

Annexure II: Quality Profile as given by NAAC Peer team in 2004

Quality Profile

Name of the Institution : **Demow College**

Place : **Demow, Sivasagar, Assam**

Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Cix Wi)
I. Curricular Aspects	65	10	650
II. Teaching-learning and Evaluation	69	40	2760
III. Research, Consultancy and Extension	65	05	325
IV. Infrastructure and Learning Resources	67	15	1005
V. Student Support and Progression	66	10	660
VI. Organisation and Management	75	10	750
VII. Healthy Practices	65	10	650
		100	$\Sigma\, C_i\, W_i = 6800$

$$\text{Institutional Score} = \frac{\Sigma\, C_i\, W_i}{\Sigma\, W_i} = \frac{6800}{100} = 68.00$$

Attested

Principal
Demow College

Director

Report of the NAAC Peer Team on
Demow College, Demow, Dist. Sivasagar, Assam
(November 21-22, 2003)

Section I : Introduction

Demow is a small town in the district of Sivasagar surrounded by tea gardens. The area is rural and inhabited mostly by tribals and economically weaker sections. Demow College was established by some educationists and social workers of the area to bring the opportunity of higher education within the reach of the students of a vast area in and around Demow. The co-educational College was established in June 1970 under affiliation of Dibrugarh University, first as a pre-degree institution and subsequently as a degree college. The College received permanent affiliation in November 1996. It was registered by the University Grants Commission under sections 2f and 12B in September 1998. It received grant-in-aid from the State Government in 1985.

The College has only the Arts faculty and offers undergraduate Bachelor's Degree programme in Arts. It has seven departments, viz. Assamese, English, Economics, History, Political Science, Sociology and Education. The recently established department of Education offers only the elective course as a core subject, while all other subjects are taught at both core and major levels. The College has twenty permanent teachers whose salaries are covered by the State Government grants. There are, in addition, two temporary teachers and three part-time teachers against non-sanctioned posts. The College has 130 teaching days in a year against 238 working days.

The College has 498 students in its degree classes in the current year. All the students are from the state of Assam. The enrolment of girls has risen recently to 50% .

The unit cost of the College has been Rs. 8865 in the year 2001-02, which is reasonable for a college with no laboratory-based subject.

The College has a sprawling campus of 12 acres with a built-up area of about 1560 m², a garden, teak plantation and large open spaces. The College has a library building, an administrative building and two hostels apart from three academic buildings.

A Governing Body appointed by the State Government manages the College. The Governing Body conducts the final examinations of four other colleges and junior colleges. However, the College functions within the overall control of the State Government and the affiliating University.

Attested

Principal
Demow College

Demow College expressed its intention to be assessed by the National Assessment and Accreditation Council and sent the Self-Study Report to the Council. A Peer Team was formed by NAAC with Prof. Pratip Kumar Chaudhuri, Member Secretary, West Bengal State Council of Higher Education as its Chairperson and Dr. Desh Bandhu, Principal, Sanatan Dharma College, Ambala Cantt. and Prof. S. K. Mishra, Professor of Economics, NEHU as the Members. Dr. G. Srinivas, Deputy Adviser, NAAC has facilitated and coordinated the peer team visit. The Peer Team visited Demow College during 21-22,November, 2003. The Team interacted with the Principal, the Governing Body, teachers, non-teaching staff, students, alumni and guardians of students and visited the academic and other facilities including the hostels. The present Report is based on information received from the Self-Study Report and the interactions, validated by on the spot observations and checking of documents.

Section II: Criterion-wise Analysis

Criterion I: Curricular Aspects

Demow College is essentially an undergraduate Arts College. It offers the three-year B.A. programme under affiliation of Dibrugarh University in seven arts subjects viz. Assamese, English, Economics, History, Political Science, Sociology and Education. The College takes approximately one year to introduce a new subject. In spite of procedural delay, the subject of Education has been introduced in the year 2001 and is offered as a core subject only. All other subjects are taught at both core and major levels. The education imparted by the College serves to bring about a general emancipation of the youth of the locality and opens the door of higher education to the youth from many poor families that do not have the means to send their children to educational institutions elsewhere.

The syllabi in different subjects are framed by the respective University departments and are not modular in structure.

The students have options regarding choice of major and core subjects. But there is no flexibility in respect of time frame of study or horizontal mobility.

The College offers two three-month computer courses in collaboration with a private computer organization. One of them is a Start-up course, while the other is a more advanced course on DTP. At present seventeen students are studying the Start-up course, while three are in the DTP.

Criterion II: Teaching, Learning and Evaluation

The College admits students on the basis of their results in the Higher Secondary Examination and personal interview. Terminal examinations and unit tests help the teachers to judge the merit of the students after they are admitted. The teachers undertake remedial coaching for the academically weak students in the form of extra classes and revision of topics already taught. On the other hand, the more advanced students are given the opportunity of proving themselves through seminar lectures, group discussions and home assignments.

The College has 20 permanent teachers covered by the grant-in-aid and 2 temporary whole-time teachers in unsanctioned posts. In addition there are three part-time teachers. Two of the permanent teachers hold doctorate degrees and four have M.Phil. to their credit. Each department has three or four teachers, excepting the two-teacher department of Education. No sanctioned post of teacher is lying vacant. A larger part of the teaching load is for teaching the higher secondary students. Teaching plans are prepared by the teachers. However, at the beginning of the academic session, they are allotted specific topics and chapters, which they are required to teach. The lecture method of teaching is occasionally supplemented by question-answer sessions.

The College has 238 working days per year. However, The number of teaching days per year is 130, which is much below the UGC norm.

Teachers are recruited through advertisements in leading newspapers and interviews conducted by selection committees formed by the College according to UGC norms. The selection is on the basis of merit and performance at the interview. However, no regular teacher has been recruited in the College in the last two years. The College can appoint temporary teachers against unsanctioned posts created by the Governing Body. The remuneration of these teachers is paid from the college fund.

The College encourages participation of teachers in seminars and conferences but no study leave or duty leave is granted. Ten teachers have attended such academic programmes in the last two years as either participant or resource person. The College has conducted a total of ten seminars, and workshops for faculty development during the year 2002-03. Many teachers are not familiar with computers and the College does not conduct any computer courses for the benefit of teachers. The performance of the faculty members in teaching, research and extension activities is evaluated through self-appraisal. Teachers are encouraged to participate in the campus life of the College.

The evaluation methods are communicated to the students in the beginning of the session. The students are advised about the type of questions to be set and the distribution of marks in each paper.

Criterion III: Research, Consultancy and Extension

Out of twenty permanent teachers at Demow College, twenty per cent are actively engaged in research. One of the teachers is a part-time research scholar. One research project with total outlay of Rs. fifty thousand awarded by UGC has been recently completed. One teacher has recently completed his Ph.D. work and one has completed research for M.Phil. The College promotes research activity by adjustment of lecture schedules but no financial assistance is provided. There is no linkage with any industry or other organization in the field of research. The teachers do not offer the use of their academic expertise in the form of consultancy.

The College does not have any designated person to coordinate extension work. However, two faculty members are assigned additional duties related to extension activities.

The College has a close relationship with the surrounding locality. It has one NSS Unit with enrolment of approximately 100 volunteers. However, its activities are very limited due to paucity of funds. It has adopted a tribal village and attempts to improve the social and economic condition of the inhabitants. The extension services of the College cover two high schools, two Middle English Schools and four primary schools. The College organizes awareness programmes on AIDS, environmental pollution, Human Rights and Women Empowerment. It has started an effort to abolish child labour by focussing on the rights of children.

Criterion IV: Infrastructure and Learning Resources

Demow College has a campus of 12 acres located on Attabari Road, about one kilometer away from NH 37 and about 20 km from the district headquarters at Sivasagar. The campus has an administrative building, three academic buildings and a library building. Apart from these, there is a building to be used as a girls' hostel from the next session, a hostel for Tea Tribe students accommodating about twenty students and a girls' common room. The total built-up area is about 1560 m². A new canteen building, a staff common room and a classroom are under construction. The College is raising a garden and a teak plantation programme has been started near the girls' hostel building. Some of the open space is kept earmarked for future constructions.

The College has a central library with about 5600 books. It has large numbers of copies of many books, which are not used by the students and have led to the wastage of library funds. The library has its own computer and cataloguing of books is being computerized. The library has an overhead projector but no photocopier. 2773 textbooks and 158 reference books and other books were purchased by the College in the year 2002-03 out of UGC grant and College funds. It has a Book Bank and nine students have received textbooks from the Book Bank last year. The library subscribes to 11 scholarly journals and 9 popular magazines. The library is open on all working days of the College from 9 AM to 4 PM. However, a student can borrow or return books to the library only on two designated days of the week.

The College has a personal computer with printer at its computer centre, which is open during college hours only. No department has a computer of its own.

The College provides facilities for both indoor and outdoor games like Handball and Netball for the girls and Cricket, Football and Volleyball for the boys. It encourages participation of students in games by awarding certificates, medals and other prizes to the outstanding sports persons.

The College has a building with RCC roofing to be used as girls' hostel from the next session. It would accommodate about twenty girls in four rooms and covers an area of more than one acre of land. The boys' hostel accommodates 30 boys and is available to wards of Tea Tribes only. It is housed in an 'Assam type' building with corrugated iron roof.

There is no regular health service for the students and staff. There is a system of health check-up and facility for first-aid.

The College does not normally permit external organizations to use its academic and infrastructural facilities. It has, however, allowed a computer organisation, the local Lions Club and the Eastern Command of Indian Military to use the campus for their programmes.

Criterion V: Student Support and Progression

Demow College publishes its prospectus every year. The prospectus contains general information about the College, the fee structure, various facilities and scholarships available, rules to be obeyed by the students and the academic calendar. The prospectus includes the admission form and is sold for Rs. 40. The College does not receive applications for admission from overseas students and does not have any definite policy for such applicants.

The dropout rate of the students has been 58 % for the batch of students admitted in 1999-2000. The rate is significantly higher for girls than for boys. The pass rate at the final University examination is about 65%, without any significant difference between those for boys and girls. The College does not have any record of numbers of students who have qualified in tests like NET, SLET or GRE.

Demow College holds an annual Sports Week during which it organizes various competitions to encourage co-curricular activities and enrich the campus experience of the students. It holds tournaments in athletics, weight lifting, badminton and outdoor games like cricket, Handball and Netball. Students get an opportunity to participate in literary competitions, quiz and elocution contests, competitions in debates, recitation, drama, music, dance and indoor games like carom and chess. The Students' Union, under the supervision of teachers, conducts events in the Sports Week. Some students have been sent for training under the Sports Authority of India.

The College has recently entrusted a teacher with the responsibility of career counselling for the benefit of students. The College does not have any placement cell. Academic and personal counselling is conducted by holding classes and teachers participate in these sessions.
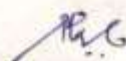
The College does not award any scholarships out of its own fund. Scholarships and stipends for SC, ST, OBC and Tea-tribe students are disbursed directly by the Integrated Tribal Development Project. Fifty students belonging to these categories received financial aid in 1999-2000 but no student has received such benefit since then. No student of the College receives National Merit Scholarship. Five students have received the fee remission facility in the current year.

The College maintains a list of its ex-students and the careers taken up by them. A large number of them have gone into business and self-employment while many have become college lecturers, school teachers, Advocates, Officers and Office Assistants in the public and private sector. The College has recently formed an Alumni Association. The Alumni Association has provided running water facility in the campus and bookshelf besides helping the College in running the nursery and maintaining the garden.

Criterion VI: Organisation and Management

The College is under the administrative control of the College Governing Body formed by the State Government of Assam. It has twelve members including those nominated by the Director of Higher Education, the State Government, the affiliating University, in addition to representatives of the teachers and the non-teaching staff. The Principal is the administrative head and Secretary to the Governing Body and is responsible for maintaining attendance, engagement of classes and general administration of the College. The Head Assistant maintains the accounts, service books and other records. He is assisted by three Lower Division Assistants who look after students' affairs, staff affairs, Registers and Records respectively.

The College is under the deficit grant scheme of the State Government, wherein the College has to surrender 70% of the tuition fees received from students and pays the salary of all approved staff with rest of the tuition fee and the Salary grant from the State Government. The fees charged by the College are modest. First year students with a major subject pay an annual tuition fee of Rs. 840 only whereas those studying at pass level without a major subject pay Rs. 720 per annum. The fees are slightly higher in the other years. The fees have been recently enhanced by about 32% over the amounts charged in 1999-2000.

The College budget has provision for all heads of expenditure including maintenance of buildings and furniture. The College Governing Body appoints an Internal Auditor to examine its accounts, which is mandatory under the Assam Aided College Management Rules. The external audit is undertaken by a Chartered Accountant and the Audit Notes are put up before the Governing Body for corrective measures. The financial power of the Principal is, however, limited to Rs. 500 only and he has to seek prior approval of the Governing Body for any expenditure exceeding this amount.

The College is aware of the necessity of raising resources for future development. It has plans to create sources of earning through fishery, Computer Centre and growing teak trees and medicinal plants .

Criterion VII: Healthy Practices

- Demow College, in an attempt of improving academically, has set up an Academic Board. The Board, apart from supervising routine academic matters, conducts seminars, discussion sessions etc.

- Teachers of Demow College publish annual magazines containing academic articles by the teachers. Students of the third and final year of BA are also publishing a monthly bulletin, which is partially funded through advertisements. The College has started publishing a newsletter of its own.

- The College has a student exchange programmes with Nazira College, Sibsagar Girls' College and Gargaon College and has signed MOU with Non-Government organisations like Assam Science Society, and ICCW. The ICCW helps the College to train its students in Child Development.

- The College maintains a cordial relationship with the neighborhood and blends beautifully with the rural environment in which it is located. The College offers free accommodation to children of the tribal workers of tea gardens. Its concern for the neighbourhood is also reflected in its extension activities. The College takes special care to keep the campus clean and preserve its greenery.

- The College has a system of internal audit in addition to the external. The practice ensures financial discipline and helps the management to monitor the financial administration.

- The College has already created an Internal Quality Assurance Cell to monitor the academic activities and development of the institution.

Section III: Overall Analysis

Demow College was established in the year 1970 and functioned as an unaided private institution for 15 years till it was brought under grant-in-aid of the State Government. It became eligible to receive UGC grants in 1998, 28 years after its establishment. As a result it has developed at a slow pace and is basically an affiliated undergraduate arts college after 33 years of functioning. Still it is the only candle to spread the light of higher education over a vast rural area in the eastern part of the district of Sivasagar.

Teaching at Demow College follows the conventional lecture method. There is sufficient number of teachers but the number of teaching days is small. Large dropout and low pass rate constitute educational wastage causing concern of the College authorities.

Only a few of the teachers of the College are engaged in research. No consultancy is offered by the teachers. However, extension work in the form of various awareness programmes is undertaken by the students as part of activities in the National Service Scheme. The extension activities establish a linkage of the College with the neighbourhood.

The College has a large campus with plenty of land for future constructions. To provide adequate infrastructure, several new facilities are being developed by the college. It has started using computers in administrative work and the library. The College is aware of the need for further addition to its infrastructure and plans are under way to raise resources through fishery, nursery and forestry to grow teakwood.

The College provides academic and career counselling to the students but there is no employment or placement cell. Some of the graduates from the College have become advocates, college and school teachers and many have gone into business and self-employment. The College offers facilities for a large variety of literary, cultural and physical activities for the all round development of its students. Financial aids are available to students belonging to Scheduled castes and tribes as well as to the tribal children of the tea garden workers. However, none have received such aids in the recent years.
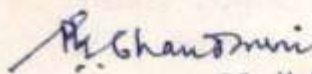
The College is managed by the Governing Body, which functions within the constraints set by the affiliating university and the State Government. It has good financial management and runs quite economically, with a unit cost below Rs. 9000.

The College was established with the poor rural populace as the targeted beneficiaries. With changing demands of the society, higher education is itself undergoing changes. Demow College has to increasingly respond to these changes and strive to develop for the benefit of the rural youth for whom it is the only dispenser of higher education.
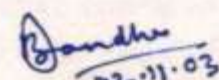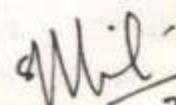
- The College caters to a large catchment area and many students would be benefitted if they can find accommodation in a hostel. The College may, therefore, try to construct a hostel for boys of general category.

- The College may introduce calisthenics, aerobics, yoga etc. for wider participation of its students in physical education activities.

- The College should involve the alumni and parents for continuous development of the institution.

- There is need of inculcating research culture by motivating college teachers. A Research Advisory Cell may be created in the college with one of the teachers as coordinator. To begin with, Minor Research projects from UGC, ICSSR may be applied for. Research projects will bring additional books, equipment and other academic resources, which will enrich the academic infrastructure in the college. It may also have spill over enhancement on the quality of teaching.

The Peer Team wishes to record its appreciation of the whole-hearted co-operation and cordiality extended by all sections of the College during the visit. The Team also wishes the institution a grand success in all its future endeavours to realize the dreams of its founders.

22.11.2003

(P. K. Chaudhuri)
Chairman

22.11.03

(Desh Bandhu)
Member

22/11/03

(S. K. Mishra)
Member

I agree with the Report

22-11-03

(N. N. Chetia)
Principal

(handwritten: Receive 24.4.14)

ID Diary No. 17393

Dated : 2 3 MAR 2014

UNIVERSITY GRANTS COMMISSION
NORTH EASTERN REGIONAL OFFICE
3RD FLOOR, HOUSEFED, RENTAL BLOCK - V
BELTOLA - BASISTHA ROAD
DISPUR, GUWAHATI - 781006, ASSAM
PHONE : 0361- 2267721 (O)
FAX : 0361 - 2267056
Website : www.ugc.ac.in
E-mail : ugcneroghy@rediffmail.com
            ugcnero@gmail.com

No. F. 4-9/2012/(NERO)

March, 2014

2 3 MAR 2014

The Accounts Officer,
University Grants Commission,
North Eastern Regional Office,
Housefed Complex,
Dispur, Guwahati (Assam) – 781 006

Subject :- Release of Grants-in-aid to **Demow College, Demow, Sivsagar, Assam-785662 (Affiliated to Dibrugarh University, Rajabheta, Dibrugarh, Assam-786004)** for the year **2013-14** under Plan in respect of **General Development Assistance (GDA) in Colleges for XII Plan period.**

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹ 15,23,000/- (Rupees **Fifteen lakh twenty three thousand**) only towards **General Development Assistance (GDA) in Colleges for XII Plan period** to the Principal, **Demow College, Demow, Sivsagar, Assam-785662** for the Plan expenditure to be incurred during **2013-14.**

Auth. : Vide UGC, H.O. Letter No. F.4-8/2014 (GDA/NERO/RO) dated 14.3.2014.

1.

Purpose of Grant	Head of Account (GDA) 1B(i)b	XII Plan Allocation (₹)	Grants Already Released (₹)	Present Sanction (₹)	Balance (₹)
General Development Assistance (Plan.Block Grant)	2C(i) – General 2C (ii) – SC 2C (iii) - ST	41,50,000/-	1,37,000/-	15,23,000/-	24,90,000/-

The college is requested to note:
A. General District : General – 77.5%, SC – 15%, ST – 7.5%,,
B. SC District : General – 62.5%, SC – 30%, ST – 7.5%
C. ST District : General – 55%, SC-15%, ST – 30%.
D. No photocopy of bills/vouchers or the originals and detailed list of purchase should be sent with the accounts submitted unless specifically called for.

2. The sanctioned amount is debitable to the **General Development Assistance (GDA) in Colleges for XII Plan period** Head 1B(i)b and is valid for payment during the current financial year.

3. The amount of the grant shall be drawn by the **Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati,** on the Grant-in-aid bill and shall be disbursed to and credited to the **Principal, Demow College, Demow, Sivsagar, Assam-785662** through **RTGS/NEFT** as per the following details.

Attested
Principal
Demow College

Page 1 of 3

OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY :: DIBRUGARH

O R D E R

In pursuance of the decision of the Executive Council in its meeting held on 19.11.96 the Demow College, Demow is accorded ¥

A. Permanent Affiliation upto 3-Year Degree Course in Arts General Standard w.e.f. 1996-97 in the following subjects.

Subjects

English, MIL Assamese, Sociology, Political Science, History, Economics, Elective Assamese, and Foundation Course.

B. Permission to start Major in History w.e.f. 1996-97 in the following condition.

Condition

Appointment of one more qualified teacher in History by July 1998

Subject to State Govt. Concurrence.

Registrar
Dibrugarh University
Dibrugarh.

Memo No. DU/RG/IC/Perm/98/265-69   Date : 8.6.98.

Copy to ,

1. The Vice-Chancellor, Dibrugarh University for favour of information.
2. The Secretary, Education, Govt. of Assam, Dispur
3. The D.P.I., Assam, Kahilipara, Guwahati
4. The Principal, Demow College, Demow
5. The Controller of Examinations, D.U.

for information and necessary action.

Registrar
Dibrugarh University
Dibrugarh.

Dr. Rupam Saikia (Distinction) M. A., L.L.B., Ph.D.
Director
College Development Council,

DIBRUGARH UNIVERSITY
DIBRUGARH – 786 004
ASSAM, INDIA
Phone: 0373- 2370562(O),
Fax: 0373 – 2370768 & 2370323
Email: cdcduniversity@gmail.com

No. DU/RG/DCDC/17/DC/Aff.Cert./ 9574   Date: 18-01-2017

C E R T I F I C A T E

(To whom it may concern)

This is to certify that **Demow College, P.O. Demow, Dist. Sivasagar (Assam)** is affiliated to the **Dibrugarh University** and has been recognized by the University Grants Commission (under 2f and 12B) and the following Courses / Subjects are taught in the said College as per approval :

Sl. No.	Name of the Course(s) and Duration	Affiliation		Period of validity for the year(s)	
		Permanent	Temporary		
(1)	Three Year B.A. Major Courses in – English. Political Science Education Assamese and Sociology History Economics	Temporary Permitted Permitted Permitted Permitted Permitted		w.e.f. 2013-2014 w.e.f. 1990-1991 w.e.f. 2013-2014 w.e.f. 1992-1993 w.e.f. 1996-1997 w.e.f. 1985-1986	Affiliation Continuing up to academic session 2016-2017
(2)	Three Year B. A. in General with Subjects – English, MIL Assamese, Sociology, Political Science, History, Economics, Elective Assamese. Education Alternative English	Permanent Temporary Permitted		w.e.f. 1996-1997 w.e.f. 2013-2014 w.e.f. 2013-2014	Affiliation Continuing up to academic session 2016-2017

The Affiliation of the College by the Dibrugarh University in the above mentioned Subjects/Streams/Courses Continuing up to the academic session 2016-2017.

(Rupam Saikia) 18/1/2017

Attested

Principal
Demow

Annexure VII: 2(f) & 12-B Certificate of UGC

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110002.

No.F. 8-34/97(CPP-I)   August, 1998

The Registrar,
Dibrugarh University,
Dibrugarh-786004,
Assam.

Sub:- List of Colleges prepared under Section-2(f) of the
      UGC Act, 1956-Inclusion of new colleges.

Sir,

        I am directed to refer to your letter No. DU/RG/IC/UGC
2(f)/12-B/98/274 dated 19-06-98 on the above subject and to
say that the name of the following college has been included
in the above list under Non-Government college(s) teaching
upto Bachelor's Degree :-

Name of the College	Year of Estt.	Remarks
Demow College, Demow, P.O. Demow, Dist. Sibsagar-785662 Assam.	1970	The College is eligible to receive central assistance in terms of the rules framed under Section-12-B of the UGC Act, 1956.
(Shri Nara Nath Chetia)		

                                    Yours faithfully,
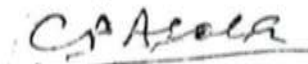
                                    (D.D. Mehta)
                                    Under Secretary

Copy forwarded to:-

1.   The Principal, Demow College, Demow, P.O. Demow,
     Dist. Sibsagar-785662.
2.   The Secretary, Government of India, Ministry of Human
     Resource Development, Department of Education,
     T-14 Section, New Delhi.
3.   Joint Secretary, UGC, North Eastern Regional Office,
     3rd Floor, House Fed, Rental Block-5, Beltola Road,
     Dispur, Guwahati-781006.
4.   All Sections, U.G.C.
5.   Section Officer (ID-III Section), U.G.C., New Delhi.
6.   D.T.P. Cell, U.G.C.
7.   Guard file.

                                    (C.P. Arora)
                                    Section Officer

Principal
Demow Coll.

Annexure VIII: Certificate of Dibrugarh University recognizing inclusion of Demow College in 2(f) & 12-B Certificate of UGC Act, 1956

Prof. K.D. Gogoi
                    M. Tech. Ph.D.
Director

COLLEGE DEVELOPMENT COUNCIL
DIBRUGARH UNIVERSITY
DIBRUGARH – 786 004 (Assam).
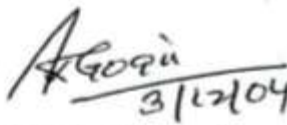
Tel: 2370562 (O); 2328123 (R)
Fax: 0373 – 2370323

Ref No. 593   Date: 10/12/2004.

CERTIFICATE

This is to certify that The Demow College, Demow, Sivasagar is an Affiliated College of Dibrugarh University and is included under Section 2(f) and 12(B) of UGC, Act. 1956.

The college is eligible to receive the Central Government Financial Assistance.

Gogoi
3/12/04
(K. D. Gogoi)

Attested
Principal
Demow Coll.

END