



The Annual Quality Assurance Report (AQAR) of the IQAC

(For Affiliated/Constituent Colleges)

2015-16

PART- A

Data of the Institution				
1. Name of the Institution		Rangia College		
Name of the Head of the institution		Dr. Jogesh Kakati		
Designation		Principal		
Does the institution function from own campus		Yes		
Phone no./Alternate phone no		94355 44088		
Mobile no		9101829733		
Registered e-mail		principal.rangiacollege@gmail.com		
Alternate e-mail		info@rangiacollege.ac.in		
Address		Rangia College, Rangia		
City/Town		Rangia		
State/UT		Assam		
Pin Code		781354		
2. Institutional status:				
Affiliated / Constituent		Affiliated		
Type of Institution		Co-education		
Location : Rural/Semi-urban/Urban		Rural		
Financial status		UGC 2f and 12(B)		
Self financing		No		
Name of the Affiliating University		Gauhati University		
Name of the IQAC coordinator		Dr.Monoj Kr Singha		
Phone no (M)		9954707890		
Alternate phone no		8638794926		
IQAC e-mail address		iqac.rc@gmail.com		
Alternate Email address		reiki_sinha@yahoo.com		
3. Website address:				
Web-link of the AQAR		https:// rangiacollege.ac.in/iqac/aqar2014-15		
4. Whether Academic Calendar prepared during the year.		Yes		
if yes, whether it is uploaded in the Institutional website:		http://rangiacollege.ac.in/iqac/calendar2015-16		
5. Accreditation Details:				
Cycle	Grade	CGPA	Year of Accreditation	Validity period
1 st	B++	2.81	2004	4th Nov 2004 to 4 th Nov 2009

2nd	B	2.80	2010	8 th Jan 2011 to 8 th Jan 2016
6. Date of establishment of IQAC			27/07/2004	

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7. Internal Quality Assurance System		
7.1 Quality initiative by IQAC during the year for promoting quality culture		
Item/Initiative by initiative IQAC	Date and Duration	No. of participant / beneficiaries
IQAC meeting	07/12/2015	9
IQAC meeting	27/02/2016	9
Joint meeting with GB	14/03/2016	100
Extended IQAC Meeting	22/04/2016	54
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8. Provide the list of funds by Central/ State Government				
UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.				
Institution/ Deptt/Faculty	Scheme	Funding agency	Year	Amount
Mathematics	Re imbursement travel grant	UGC	2015	151,751
Economics	Minor research project	UGC	2015	28,000
Mathematics	Major research project	UGC	2015	85,000
Institution	Seminar/ workshop grant	UGC	2015	2,88,500
Department	Salary of substitute teacher grant	UGC	2015	464,316
Institution	B.Voc degree programme	UGC	2015	75,000,00
Institution	Infrastructural Grant	RUSA, Govt. of Assam	2016	25,000,00
Institution	Excursion grant	DHE, Govt. of Assam	2016	1,00,000
NSS	Activity grant	Gauhati University	2016	44,500
Institution	Research grant	ICSSR	2016	1,35,000
Department	Installation of Ornamental fisheries	National Fisheries Development Board	2016	27,500
Department	Seminar	Indian Counsel of Historical Research	2015-16	39,374
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9. Whether composition of IQAC as per latest NAAC guidelines	Yes
upload latest notification of formation of IQAC	View file
10.No. of IQAC meetings held during the year	3
Upload, minutes of meetings and action taken report	View file
11. Whether IQAC received funding from any of the funding agency to support its activities during the year ?	No
12.Significant contributions made by IQAC during the current year (maximum five bullets)	
12.1. Organizing International and National seminars.	
12.2. Planning for the implementation of the RUSA fund.	
12.3. Up gradation of the college auditorium.	
12.4. Vocational courses for the institution.	
12.5. LAN connectivity for all departments.	
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13..Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan	Action
Orientation programme for newly admitted students	All newly admitted students of the three streams are given orientation regarding code and conducts, examination system, scholarship etc of the institution.
Project for Rustriya Utchcha Siksha Abhijan (RUSA) grant.	RUSA fund has been sanctioned for infrastructure facilities. letter no:PMA(H)/2015/pt/32-A dated 21/9/2015
Up gradation of the college auditorium.	The upgraded acoustic auditorium has been dedicated to the institution on 16 May 2016
Vocational courses in two subjects for the institution. 1.Catreing Technology and Hotel Management(CT&HM) 2.Retail Management and IT(RM&IT)	Vocational courses in two subjects have been sanctioned by UGC and introduced form current academic session.
14.Whether the AQAR was placed before statutory body?	
	No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?	No
16. Whether institutional data submitted to AISHE	Yes
Year:	2015-16
17. Does the Institution have Management Information System?	Partially
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The leave account of the faculty members are maintained by a Leave Management System (LMS). LMS takes into count the leaves mainly Causal leave, duty leave special leave. It excludes the Child Care Leave and Earned leave.

PART-B

CRITERION I- CURRICULUM ASPECTS
1.1 Curriculum Planning and implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. (Explain in 500 wards)
<p>Rangia College offers a wide range of programmes under three faculties – Arts, Science and Commerce. The offered programmes include 22 subjects at UG level with 17 of them offering Major courses. While students enrolled in a program are supposed to enjoy flexibility in respect of time frame and non-core options, elective options are available and horizontal mobility within and across a discipline is allowed to a limited extent depending upon the satisfaction of the authorities concerned.</p> <p>With the thrust area of the college curriculum as designed by the Gauhati University mainly centered on generation and transmission of knowledge, the onus of fulfilling the social responsibility like creating general awareness on the problems of equality, health and hygiene, cleanliness etc. is left to the extension education activities of the college.</p> <p>The college strictly adheres to the curriculum designed and modelled for different courses under GU, and is fully aware of the methodology adopted in preparing the courses. Self-financing courses has been introduced in Computer applications (PGDCA) and Yoga and Meditation has also been running as part of the regular courses. As for the execution of the courses there is a practice to get feedback from academic peers, notably the retired Principals and retired lecturers. Besides, the</p>

Principal as chair person of the IQAC makes it convenient to interact from time to time with the teaching community on vital academic issues. The college maintains a healthy rapport with the neighbourhood on issues of common concern.

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

With the majority of the students of the college having a very weak socio-economic fabric, it is felt that students by and large would have been more benefited through a series of vocational training in the nature of IGP programmes. With this end in view the college has introduced degree course in vocational education (B.Voc) in two subjects under UGC in the year 2016. The college authority has submitted a proposal to introduce master degree course in Arabic under GU from the next session.

1.1.2 Certificate / Diploma courses introduced during the Academic year

Name of the certificate Course	Name of the Diploma Courses	Date of introduction and duration	Focus on employability /entrepreneurship	Skill development
0	0	0	0	0

1.2 Academic flexibility

1.2.1 New programme / courses introduced during the academic year

Programme with code	Course with Code	Date of Introduction
B.Voc (CT&HM)	Catering Technology and Hotel Management	24/08/2015
B.Voc (RM&IT)	Retail Management and IT	24/08/2015

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1.2.2 Programmes in which Choice Based Credit System (CBCS) / Elective course system implemented at the affiliated college (if applicable) during the academic year.

Name of programme adopting CBCS	UG (Subject)	Date of implementation of CBCS/ Elective Course System
<i>Not Applicable</i>		

1.2.3 Student enrolled in Certificate/ Diploma Courses introduced during the year

No of students	Certificate	Diploma Courses

0	0	0		
1.3 Curriculum Enrichment				
1.3.1 Value-added courses imparting transferable and life skills offered during the year				
Value added courses	Date of introduction	Number of students enrolled		
0	0	0		
1.3.2 Field studies /Projects / Internship under taken during the year				
Project / Programme title	Specialization	No. of students enrolled for field projects /internship		
BA	Assamese	40		
BA	Bodo	18		
B.Sc	Botany	117		
BA	Political Science	67		
BA	Philosophy	13		
B.Sc	Physics	21		
BA	English	08		
BA	Education	26		
B.Sc/BA	Geography	15		
B.Sc	Zoology	30		
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1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders				
1. Students	2. Teacher	3. Employers	4. Alumni	5. Parents
Yes	No	No	No	No
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution ?				
<p><i>Methodology adopted for feedback system in the college</i></p> <ol style="list-style-type: none"> 1. A routine is prepared for the purpose and departments are asked to allot a class for the feedback as per routine. 2. A questionnaire is prepared with ten numbers of questions to check the opinion of a student towards his/her teacher. 3. Respective departments are requested not to attend the feedback class during the process of feedback. 4. The questionnaire and the method of giving feedback is explained by the invigilation assigned by IQAC. 5. Students are assured that their feedback is secured in all respect. 6. Students are requested to give the score according to the scale given with dignity and integrity. 7. Answer script are collected and submitted to the coordinator IQAC, RC 8. The questionnaire are analyzed and grade is given according to the feedback conveyed with respect to the teacher. 				

The following points are included in the student feedback form

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

Analysis of the feedback is done by IQAC.

CRITERION II- TEACHING-LEARNING AND EVALUATION**2.1 Student Enrolment and Profile****2.1.1 Demand Ratio during the year**

Name of the Programme	Programme specialization	Number of the seat available	Number of application received	Students enrolled
BA	MIL,EDN,ECO,ENG,G GY,HIS,MAT, PSC,PHLSNS	800	901	899
B.Sc	BOT,CHE,GGY,MAT, PHY,ZOO	250	311	309
B.Com	BMT,IFS,FAC,BED,FIN	150	136	134
BCA	CSC	20	05	05
BVoc	RM & IT	50	03	03
BVoc	CT&HM	50	0	0
PGDCA (Diploma)	PGDCA	30	24	24
CCA (Diploma)	CCA	20	12	12

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2.2 Catering to Student Diversity**2.2.1. Student-Full time teacher ratio (current year data)**

Year	Number of students enrolled in the institution(U.G)	Number of students enrolled in the institution (P.G)	Number of full time teachers available in the institution only for P.G Courses	Number of teachers teaching both UG & PG
2015	3121	N/A	N/A	82

2.3 Teaching –Learning Process

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

Numbers of teachers on roll	Numbers of teachers using ICT	ICT tools and resources available	Number of ICT enable classroom	Number of smart classrooms	E resources and techniques used
70	21	05	03	0	03

2.3.2 Students mentoring system available in the institution.
Give details. (maximum 500 words)

The college has a student mentoring system. Departments are monitoring the students in semester wise manner. The modalities of the system is worked out and implemented by the departments itself. Some of the common modalities are

A. Mentoring through Attendance

1. Observe the students in the classroom
2. Monitoring the attendance of the student and if found absent continuously for a week try to find out the cause of the absence from available sources.
4. Communicate with the student/ parent.
5. Try to sort out the problem if any
5. Call the parent in case of urgency.

B. Mentoring for slow learner

1. If the department finds a student to be a slow learner, special care is taken.
2. Tutorial classes are taken as provided in the class routine.
3. Books are provided from departmental seminar library.

C. Mentoring through psychological counseling

A large number of the students of the college came from economically challenged household and first generation learner. Further, issues of adolescence also stressed them. Department is also perceptive of the problem and care to.

1. Counseling is done personally one to one basis.
2. If needed parents are also involved to overcome the crisis.

Mentoring through Students Union

Rangia College students union is also taking care if a student faced with issues related to

1. Admission related problems
2. Financial problems. The college has a student development fund can that take care of financially changed students.
3. Administrative problem.
4. Academic problem – Guided the students in case of subject change.

IQAC, Extension Education Cell and Self Empowerment Centre (Yoga and Meditation) organize seminar, talk and workshop to create a positive ambiance for the students and

inculcate the moral and ethical values in the students.		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
3121	82	1:38

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned position	No. of filled positions	Vacant position	Position filled during the current year	No. of faculty with Ph.D
77	70	07	01	35
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2.4.2 Honours and recognition received by teachers (Received award, recognition, fellowships at state, National, International level from Government, recognized bodies during the year)				
Year of award	Name of the full time teachers receiving awards from state level, national level and international level.	Designation	Name of the award, fellowship, received from Government or recognized bodies	
2015	Dr. Brajendra Saikia	Associate Professor	Appointed as Convener of the International Conference on “South Asian countries- Past, Present and Beyond”	
2015	Dr. Gitimoni Deka	Associate Professor	ACT-Anupam Sinha Best Chemistry Teacher award, October 2015	
2016	Dr. Dwijendra Nath Deka	Associate Professor	Resource person of the Seminar “Technical terminology in Assamese language in Humanities and social Science” at Tezpur University, Assam	
2016	Dr. Dwijendra Nath Deka	Associate Professor	Resource person of the Seminar on “Use of Technical terminology in Assamese language in Humanities and social Science”, at Kaliabor College, Assam	
2016	Dr. Dwijendra Nath Deka	Associate Professor	Resource person on “Hindi standardization in Social Science” at J.N.V. university, Jodhpur, Rajasthan.	
2016	Dr. Dwijendra Nath	Associate	Resource person of the Seminar on	

	Deka	Professor	“Indian Constitution and Use of Technical terminology” at Keera Girls' Govt. college, Udaypur, Rajsthan.
2016	Dr. Monoj Kr. Singha	Associate Professor	Appointed as a subject expert by V.C. of Gauhati University. D.K.College, Assam
2016	Dr. Monoj Kr. Singha	Associate Professor	Appointed as member of the Board of Management of JSS by Govt. of India.
2016	Mr. Mukul Kalita	Associate Professor	Appointed as President of the Governing Body of the Paschim Borogog Anchalik Mahavidyalaya, Kamrup.Assam

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2.5 Evaluation Process and Reform

2.5.1 Number of days from the end of semester-end/ year end examination till the declaration of result during the year.

Program me Code	Programme Name	Semester/Year	Last date of last semester end/ year end examination	Date of declaration of results of semester end/ year end examination
UG	BA	1 st SEM	30/12/2015	21/04/2016
UG	B.Sc	1 st SEM	30/12/2015	21/04/2016
UG	B.Com	1 st SEM	30/12/2015	21/04/2016
UG	BA	3 rd SEM	11/12/2015	29/02/2016
UG	B.Sc	3 rd SEM	11/12/2015	29/02/2016
UG	B.Com	3 rd SEM	11/12/2015	29/02/2016
UG	BA	5 th SEM	30/12/2015	22/03/2016
UG	BSc	5 th SEM	30/12/2015	22/03/2016
UG	B.Com	5 th SEM	30/12/2015	22/03/2016
UG	BA	2 nd SEM	18/06/2016	21/09/2014
UG	BSc	2 nd SEM	18/06/2016	21/09/2014
UG	B.Com	2 nd SEM	18/06/1016	21/09/2014
UG	BA	4 th SEM	04/06/2016	29/08/2015
UG	BSc	4 th SEM	04/06/2016	29/08/2015
UG	B.Com	4 th SEM	02/06/2016	29/08/2015
UG	BA	6 th SEM	13/05/2016	08/07/2015
UG	BSc	6 th SEM	13/05/2016	08/07/2015
UG	B.Com	6 th SEM	12/05/2016	08/07/2015
UG	BCA	1 st SEM	30/12/2016	07/06/2016
UG	BCA	3 rd SEM	29/12/2016	07/06/2016

2.5.2 Reform initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)

The college has undertaken following CIE

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

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

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

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

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

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

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

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

1. The calendar started with dates from 1 July 2015 to 30 June 2016.
2. The calendar shows the total teaching days, working days and holidays for the session.
3. Orientation Programmers for the new students, inter-college debate competition, Educational field trip, Election of the Students Union, College Week etc are specified.
4. Sessional Examination for the TDC semester examination is shown in the calendar.
5. The admission for the new session normally commences in the month of June next year.

The college authority issues notifications time to time if there are any change of examination and holiday dates.

2.6 Students Performance and Learning outcomes

2.6.1 Programme outcome, program specific outcomes and course outcomes for all programmes offered by the institution are stated and displayed in website of the institution (to provide web link)

[http:// www.rangiacollege.ac.in](http://www.rangiacollege.ac.in)

2.6.2 Pass percentage of the students

Programme Code	Programme Name	No. of students appeared in the final examination	No. of students passed in final year examination	Pass percentage
U.G.	BA (Hons)	189	185	97.88
U.G.	BA.(Gen)	126	108	85.71
U.G.	BSc(Hons)	74	65	87.83
U.G.	BSc(Gen)	16	7	43.75
U.G.	B.Com(Hon)	31	29	93.54
U.G.	BCom.(Gen)	24	20	83.33
U.G.	BCA	05	05	100.00
P.G (Diploma)	PGDCA	24	21	87.50

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2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance

Not Done. No data uploaded

Criterion III- RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research.

3.1.1 Research fund sanctioned and received from various agencies, industry and other organizations during the academic year

Name of the project	Duration years	Name of the funding agencies	Total grants sanctioned	Amount received
Institutional Biohub	5	DBT, New Delhi	58,46,000	3,200
Major project	4	UGC NERO	2,87,000	1,25,000
Minor Project	2	UGC NERO	1,56,000	28,000
Interdisciplinary project				
Industry sponsored project				
Project sponsored by University/College	-			

Any other (Specific)			2,01,874	2,01,874
Total			73.81	12.482
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3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminar conducted on Intellectual Property Right (IPR) and Industry-Academia innovative practices during the year.				
Title of the workshop/Seminar	Name of the Deptt.		Date(s)	
0	0		0	
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3.2.2 Awards for innovation won by institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the awardees	Awarding agency	Date of award	Category
<i>Ph.D Thesis</i> Md.Piarara Jivan Aru Sahitya Kriti :Eti Paryalochana	Dr.Gunamoni Haloi	Gauhati University	2015	Ph.D
<i>Ph.D Thesis</i> Farm Mechanization and Labor Use in Assam	Dr. Jayashree Sarma	Gauhati University	2015	Ph.D
<i>Ph.D Thesis</i> A descriptive analysis on Bodo suffix	Dr. Guddu Prasad Basumatary	Gauhati University	2015	Ph.D
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3.2.3 No. of incubation centre crated, start ups incubated on campus during the year				
Incubation centre	Name		Sponsored by	
0	0		0	
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Name of the Start-up	Nature of start-up		Date of commencement	
Best Library User Award	This was the First time that the library committee of the college rewarded the Best library user's of the year.		12/08/2016	
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	
0	0		0	
3.3.2 PhD s awarded during the year (Applicable for PG college, Research centre)				
Name of the Department		No. of Ph.D awarded		
<i>Not Applicable</i>				
3.3.3 Research Publications In the Journals notified on U.G.C website during the year				
	Department	No. of Publication	Average impact factor,	

			if any
National	Arabic	01	0
National	Botany	02	3.02
National	Bodo	02	0
National	Commerce	01	0
National	Economics	01	0
National	English	02	3.156
National	Geography	01	0
National	History	02	0
National	Physics	01	0
International	0	0	0

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

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

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3.3.5 Biblio metrics of the publications during the Academic year based on average citation index in Scopus/ Web of Science or Pub Med / Indian Citation Index.

Title of the paper	Name of the author	Title of the Journal	Year of publication	Citation index	Instituti onal affiliati on	No. of citation excludi ng self citation
0	0	0	0	0	0	0

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3.3.6 h- index of the Institutional Publications during the year (based on Scopus/Web of science)

Title of the paper	Name of the author	Title of the Journal	Year of publication	h- index	No. of citations excludin g self	Institutio nal affiliatio n as
0	0	0	0	0	0	0

3.3.7 Faculty participation in Seminar/. Conference and Symposia during the year

No. of Faculty	International Level	National level	State level	Local level/Instituti
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				onal
Attended Seminars/ Workshop	0	77	06	325
Presented Papers	05	46	0	0
Resource Person	0	03	05	15
View File				
3.4 Extension Activities				
3.4.1 Number of extension and out reached programme conducted in collaboration with industry, community, and Non government organizations through NSS/NCC/Red Cross/Youth Red Cross(YRC) etc during the year				
Title of the activity	Organization unit/ agency collaborating agencies	Number of teachers coordinated such activities	No. of students participated	
Seminar on Disaster Management for student	Bharat Scout & Guide	2	58	
Swachhta Abhiyan NCC unit-Rangia College	SDO,(Civil)Rangia sub division.	1	25	
Workshop on handicraft in collaboration with SDO, Rangia.(Out reached)	Womens' Studies Research Cell, Rangia College	5	11	
General Election of Rangia College Students Union	SDO, Rangia Subdivision, PS Rangia, Fire Brigade Service, Rangia	10	1200	
Entrepreneurship campaign	Bharatiya Yuva Shakti Trust (BYST)	2	50	
Counseling of Students for post graduation Preparation	Bharatiya Yuva Shakti Trust (BYST) & IQAC, Rangia College	3	90	
View Files				
3.4.2 Awards and Recognition received from external activities from Government and other recognized bodies during the year				
Name of the activities	Awards / Recognition	Awarding bodies	No. of students benefited	
Independence Day parades 2015 NCC Unit	Participation	SDO civil , Rangia Sub division	21	

Republic Day parades 2016 NCC Unit	Participation	SDO civil , Rangia Sub division	21
North East Graduate Congress 2016. (ICGC-Rangia College)	Group Participation	USTM(University of Science & Technology Meghalaya)	50

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3.4.3 Students participating in extension activities with Government Organizations, Non Government Organizations and Programmers such as Swachh Barat, Aids awareness, Gender Issues etc during the year

Name of the scheme	Organizing unit/agency/collaborating agencies	Name of the activities	No. of Teacher coordinate such activities	No. of students participated in such activities(~)
Environment awareness programme	Women's Studies Research Cell. Rangia College	Celebration of World Environment Day	15	45
Get together	All Bodo Student Union(ABSU)	Motivational Programme	25	120
Awareness Campaign	Women's Studies Research Cell	International Literacy Day	7	34
BLISS Programme for HS Student	DBT, New Delhi	Hands on Training Programme	3	10
Awareness on health issues	Tamulpur H.S. School & Bio Hub	Blood Sugar Detection	4	30
Computer science for HS students	IIT(G), Assam	Google Classroom	1	14
Workshop for Major students	GU & Department of Physics	Electrical & Electronic project	5	22

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3.5 Collaboration

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

Name of the activity	No .of Participant	Source of financial support	Duration
World Environmental Day organized by, Deptt. of Chemistry, ICGC and ASEB Rangia Branch	65	Assam State Electricity Board & ICGC	5/06/2015
Celebration of "Kala Guru		Prerana Gosti, Rangia,	

Visnu Rabha Silpi Devas” organized	24	NGO, Rangia	20/06/2015
Second Bodo Writers Meet	50	Sahitya Akademy and Bado Sahitya Sabha	5-6/08/2015
Sidhinath Memorial Inter college Debate Competition “ Globalization is the root cause of unemployment in the third world countries”	24	Rangia College students union	19/09/2015
Seminar on Nano Technology	15	Gauhati University	14/10/2015
International Seminar on “South Asian countries- Past, Present and Beyond”	170	ICSSR, New Delhi	18-19/12/2015
Short term training Course PCR, sequencing databases & sequence analysis	15	DBT, New Delhi	16/02/2016
State Level Seminar on “Indo Arab relation: Its impact on Language, Literature, Philosophy & Culture”	20	NCPUL, New Delhi	31/03/2016
Two week FDP on Entrepreneurship Development	30	DST, New Delhi.	18-31 /04/2016

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

Nature of the linkage	Title of the linkage	Name of the partnering institution / industry/ research lab with contact details	Duration (From-to)	Participation
Internship	Retail Training	GNRC limited, Guwahati	2015	0

No file uploaded

3.5.3 MOU signed with institutions for national, international importance, other Universities, industries, corporate houses etc. during the year

Organization	Date of MOU signed	Purpose and activities	No. of students/teachers Participated under MoU
GNRC Limited, Guwahati, Assam	25-05-2015	Training, Research etc	0
AVENUES (INDIA) PVT. LTD.,	08-06-2015	Master Merchant to use the Internet	500

		Payment Gateways	
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CRITERION IV INFRASTRUCTURE AND LEARNING SOURCES						
4.1 Physical Facilities						
4.1.1 Budget allocation excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
29,59,603			29,59,603			
View File						
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities		Existing		Newly added		
Campus area		14.87 Acres		0		
Classrooms		23		0		
Laboratories		07		0		
Seminar Halls		02		0		
Classrooms with LCD facilities		01		0		
Classrooms with Wi-Fi /LAN		0		0		
Seminar Hall with ICT facilities		01		0		
Video Centre						
No. of important equipments purchased (>- 1-0 Lakh) during the current year		-		-		
Value of the equipment purchased during the year (Rs. In Lakhs)				----		
Others						
View File						
4.2 Library as a Learning Resource						
4.2.1 Library is automated (Integrated Library Automated System –ILAS)						
Name of the ILMS software		Nature of automation(Fully or partially)		Version	Year of automation	
OPEC & SOUL 2.0		Partially		2.0	2016	
4.2.2 Library Services						
	Existing		Newly added		Total	
	No	Value	No	Value	No	Value
Text Books	43,067	---	1,778	-----	44,845	2,72,915
Reference Books	18,182	--	750	---	18,932	--
E Book	N-List	---	--	--	--	--
Journals	25					47,847

E Journals	N List	-	--	--	--	5,700
Digital Database						
CD & Video	51	--	--	--	51	--
Library automation	SOUL,OPENC	--				
Weeding (Hard & Soft)						
Others (Specific)	1 Book Bank 2.E reader					

[View File](#)

4.3 IT Infrastructure

4.3.1 Technology Up gradation (Overall)

	Total Computer	Com Lab	I Net	Browsing Centre	Com Centre	Office	Deptt .	Available Bandwidth	Other
Existing	54	01	12	12	--	07	24	8Mbph	16
Added	10	01	0	0	--	0	0	--	01
Total	64	02	12	12	--	07	24	01	17

[View File](#)

4.3.2 Bandwidth available of internet connection in the institution (Leased Line)

8 MBPS/GBPS

4.3.3 Facility for e-content

Name of the e content development facility	Provide the link of the video's and media centre and recording facilities
N-List	https://nlist.inflibnet.ac.in

4.3.4 E content developed by teachers such as :e-PG-Pathshala,CEC (Under e PG pathshala CEC (Under Graduate SWAYAM other MOOCs plate form NPYTEL/NMEICT/ any other Government initiative & institutional (LMS etc.

Name of the teacher	Name of the module	Of late form on which module is developed	Date of launching e content
0	0	0	0

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of Physical facilities and academic support facilities, excluding salary component during the year

Assigned budget on academic facilities (In lakh)	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities(In lakh)	Expenditure incurred on physical facilities
23.93	23.93	5.67	5.67

[View File](#)

4.4.2 Procedure and policies for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc. (Maximum 500 words) Information to be available in institutional Website provide link

Maintenance of infrastructure facilities, services and equipment's is done as per the following details:

1. The maintenance of the departments is the responsibility of the departments itself. The necessary requirements of the departments such as furniture, Computer ink, and papers official items are supplied by the authority as per the requisition of the departments.

2. The log book entry for daily classes of teachers, different register books for departmental use, students attendance registers, mentoring class register, club register are also supplied by the authority.

3. The laboratory equipment and chemicals are purchased as per the requirements of the departments having practical through the official procedure. The respective departments conduct a periodic audit to ensure timely corrective action for the proper functioning of the various types of equipment used in the laboratory.

4. The departmental library is maintained by the department. The Central library of the college asked requisitions for the new books list annually. The issue register is maintained by the departments and verified by the Central library annually.

5. The maintenance and cleanness of the campus is maintained by the principal's office.

6. The infrastructure facilities such as class-rooms, buildings, auditorium, seminar halls, hostels, green areas etc. are maintained by the office of the Principal.

7. All the accounts are maintained by the accounts departments of the college. The accounts has been computerized phase wise and most of the transactions are made through Chequebook RTGS and NEFT.

8. Internal and external financial audit is done as per guideline of the GB.

9. Rangia College Students Union addresses the matters related to the students. The union is guided by the teachers in-charge. The portfolios of the RCTU are allotted 30% of fund from the admission under the head Contribution towards the Students Union.

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

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C CRITERION V- STUDENTS SUPPORT AND PROGRASSION					
5.1 Student Support					
5.1.1 Scholarships and Financial Support					
	Name /Title of the scheme	No. of Students	Amount in Rs		
Financial support from institute	1.Student welfare scheme	202	27,33,902		
<i>Financial support from other sources</i>					
1. National	Kishan Uday, ST,SC, Minority, Merit Scholarship	903	5400		
2.	Senior Research Fellow (DBT)	1	1,881,60		
b. International	0	0	0		
<u>View File</u>					
5.1.2 Number of capacity enhancement and development schemes such as Soft Skill Development, Remedial coaching , Language lab, Bridge course, Yoga, Meditation, Personal counseling and mentoring					
Name of the capacity enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved		
Yoga Courses	01/08/2015	20	Self Empowerment Centre		
Teacher's Day Celebration	05/09/2015	200	All Departments		
International Yoga Day celebration	21/06/2015	40	Self Empowerment Centre		
<u>View File</u>					
5.1.3 Students benefited by guidance for competitive examinations and career counseling offered by the institution during the year					
Year	Name of the scheme	No. of benefited students by guidance for competitive examination	No. of students benefited by career counseling activities	No. of examination who have passed	No. of students placed
2016	Counseling & Employability	0	90	N/A	N/A
<u>View File</u>					
5.1.4 Institutional mechanism for transparency , timely redressal of students grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievance received		No. of grievances redressed	Average number of days for grievance redressal		
0		0	0		
<i>No file uploaded</i>					

5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off campus		
Name of organization visited	No. of students participated	No. of students placed	Name of organization visited	No. of students participated	No. of students placed
0	0	0	0	0	0
<i>Not applicable</i>					
5.2.2 Student progression to higher education in percentage during the year					
Year	No. of students enrolled	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	02	B.A.	Assamese	Gauhati University	M.A.
2015	04	B.A.	Assamese	KBBS & AU University	M.A.
2015	08	B.A.	Assamese	IDOL	M.A.
2015	05	B.A.	Arabic	Gauhati University	M.A.
2016	02	B.Sc	Botany	Gauhati University	M.Sc
2016	06	B.A.	Bodo	Gauhati University	M.A.
2015	03	B.A.	Bodo	Cotton University	M.A.
2015	01	B.Sc	Chemistry	NIT, Silchar	Ph.D
2015	04	B.A.	Economics	KBBS&A University	M.A
2015	01	B.A.	English	Cotton University	M.A.
2015	01	B.A.	English	IDOL	M.A.
2016	02	B.A.	Education	Gauhati University	M.A
2015	06	B.A.	Education	KBBS&A University	M.A.
2016	02	B.A.	Geography	Gauhati University	M.A.
2015	10	B.A.	Geography	KBBS&A University	M.A
2015	02	B.A	History	Bodo Land University	M.A.
2016	01	B.Sc	Physics	Tezpur University	M.Sc
2015	01	B.Sc	Physics	Cotton University	M.Sc
2015	02	B.A.	Pol Science	Gauhati University	M.A
2015	02	B.A.	Pol Science	Dibrugarh University	M.A.
2016	01	B.A.	Pol Science	Manipal University	Mass Communication
2015	01	B.A.	Pol Science	KBBS&A University	M.A
2015	01	B.A.	Pol Science	Cotton University	M.A
2015	04	B.A.	Pol Science	IDOL	M.A & MSW

2015	02	M.A.	Pol Science	IGNOU	M.A.
2015	02	B.A.	Philosophy	KBBS&A University	M.A.
2015	03	B.A.	Philosophy	IDOL	M.A
2015	02	B.A.	Sanskrit	KBBS&A University	M.A
2016	02	B.Sc	Zoology	Royal Global University	M.Sc
2016	01	B.Sc	Zoology	Down Town University	M.Sc

[View File...](#)

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

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

No data uploaded

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

Activities	Level	Participant
College week	Institutional	300
Bathou Puja (Bodo)	Institutional	120
Swaraswati Puja	Institutional	300
Teachers Day celebration	Institutional	400
Youth motivational Programme	Institutional	150
Biswakarma Puja	Institutional	150
Fateha-Doaz-Daham	Institutional	100
International Women's Day	Institutional	50
International Literacy Day	Institutional	50
National Science Day	Institutional	50
Quiz competitions	Sub divisional	45
Participated Inter College athletic Competition	Under G.U.	8
Participated in Youth Festival	Under G.U.	12
Freshmen social	Organised by RCSU	500

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5.3 Students Participation and Activities

5.3.1 No. of awards / medals / for outstanding performance in sports / culture activities at

national / international level (Awards for a team event should be counted as one)						
Year	Name of the award/medal	National/ University/ International	Sports	Culture	Students ID number	Name of the student
2015	3 rd Prize	Inter College zonal Youth Festival	N/A	Sangeet	VF	Lisa Kalita
2015	Participation	Gauhati University Inter College Youth Festival	Kabbadi Boys & Girls	N/A	VF	Kabbadi team
2015	2 nd Prize	USTM	N/A	Group Song	VF	Team
2015	Best Group Participation trophy	USTM	N/A	N/A		--
2015	1 st Prize	Indian Army	Football	N/A	Team	--

[View File...](#)

5.3.2 Activities of Student Council & representation of students on academic & administrative bodies/committees of the institution (Maximum 500 wards)

Rangia College Students' Union:

The Rangia College Student Union (RCSU) body which is an elected body of the students constituted as per recommendations of the Lyngdoh Committee and guidelines of the Supreme Court of India. The students' representatives are enthused with the responsibilities of looking after the welfare of the students. The election of the RCTU normally scheduled in the month of November as specified in the academic calendar of the college.

The distribution of the portfolio of the students union is shown below

1. Vice President
2. General secretary
3. Assistant General Secretary
4. Secretary of Boys Common Room
5. Secretary of Girls Common Room
6. Secretary of Culture & Fine Arts
7. Secretary of Games & Sports
8. Secretary of Minor Games
9. Secretary of Social Service

10. Secretary of College Magazine

11. Secretary of Debate and Literature

The President of the union and Teacher-in Charge against its portfolio is nominated by the Principal of the college. The main activities of the RCSU are

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

5.3 Alumni Engagement

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

Not registered

Rangia College Alumni Association

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

Aim & Objectives of Alumni Association:

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

improvement of the college.
5.3.2 No. of enrolled Alumni: 82
5.3.3 Alumni contribution during the year: NIL
5.3.4 Meeting / activities organized by Alumni Association : NIL

CRITERION VI-GOVERNANCE, LEADERSHIP AND MANAGEMNET
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year. (Maximum 500 words)
<p>1. Admission Process of the College</p> <p>The Principal of the college constitute an “ Admission Committee” with the senior teacher as a convenor. The committee looks after the whole process of admission specially the first semester admission procedure. The following steps are taken by the committee</p> <ol style="list-style-type: none"> 1. A general meeting with all the teaching and non teaching staffs is called to lead the general rules and regulations of the admission. In this meeting opinion of the HODs are taken regarding any change of the number of seats available for major as well as general courses in the respective departments. The cut off marks for the major courses and conditions for combinations of subjects are thoroughly discussed. 2. The date for opening and closing of the online admission procedure has been fixed. 3. Fees structure for the different programmes is finalized as per govt. of Assam notifications. 4. Students necessary documents for the admission to be uploaded along with the admission form are finalized. 5. Prospectus for the session is made available along with the admission form online and the hard copy made available at the college office. 6. The committee prepares the merit list and put it up on the college notice board before admission. 7. An orientation about the college is done for the guardian visited in the day of

admission.

2. Election of the Students Union:

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

- i. Constitutes an advisory Committee, Supervising committee & Grievance and Redressal committee.
- ii . Appoints Polling officers and assign election duties to them for polling day.
- iii. Appoints Counting officers and assign election duties to them for polling day.
- iv. Appoints staff to scrutinize the nomination papers.
- v. Intimates local Police station, fire service and SDO of Rangia subdivision.
- vi. Prints Ballot Paper..

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

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

Partially

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each)

Curriculum Development

Since inception Rangia College has been following the curriculum of the Gauhati university .. During that time few faculty members were involved in designing the curriculum as well as a syllabus for different courses of different programmes.

The institution aware of the proper implementation of the curriculum so that the maximum benefits could be provided to the students. Regarding this the following steps are taken

1. Formation of an academic committee to look the mater.
2. Care is taken to complete the syllabus on time.
3. Departmental logbooks are maintained.
4. Class routines are so prepared with balance work load.

The institution has few add on courses (Yoga) and self financial courses (BCA, B.Sc (Computer Science as general subject) PGDCA, CCA) affiliated to the Gauhati University.

Teaching, Learning and Evaluation:

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

The methodology adopted in case of teaching, learning experience is two-pronged (a) Classroom lectures by teachers who make an in-depth analysis of the information about the subject matter try to encourage inquisitiveness in the students and (b) learning through practical experiments. Here the students learn and get practical experiences through laboratory experiment, fieldwork, projects and excursions etc. Further the methodology is supplemented to some extent by seminars, group discussions etc. The visual aids commonly used are the green boards & LCD projector. A few departments adopt the teaching technique with the help of ICT teaching tools available in the college. The ICT enable seminar hall is used only in case of departmental seminar presentation. Students' knowledge and skills for a particular programme are tested through the departmental evaluation processes in various fields like project work, presentation in departmental seminars, group discussion etc. These help in assessing the knowledge and skills of the students in their chosen fields. It is worthwhile to mention that the college has made an honest endeavor to introduce continuous evaluation in all the departments. The

teaching and learning process is not rigid and the teachers exercise academic flexibility.

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

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

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

Another important step for self-analysis is the self-appraisal and feedback from the students by which individual teachers are expected to make a self-assessment to identify the areas of deficiency and measures to be taken for further improvement.

Examination and Evaluation

The college has undertaken following evaluation reforms

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

The tasks of the committee are

1. Communicate with the Universities regarding the examinations related matters.
2. Execute the time table of the final examinations as per notification of the G.U.

3. The time table of the Sessional examinations is prepared by the committee.
4. The committee is responsible for the smooth conduct of the examinations and dispatches the script to the university office as per instruction of the university.
5. The evaluation of the Sessional examinations are done by the faculty of the respective departments and accordingly prepare the mark sheets and send to the university.
6. Proper documentation is done and stored.

The committees formed in this session are

1. *Sessional Examination Committee:*

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

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

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

2. Final examination of the semesters are conducted by the committee.

Research and Development

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

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

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

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

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

Departments are requested to note the following points

1. Students are encouraged to select the topic of the project having some innovative ideas.
2. Writing the project report with proper methodology.
3. Presentation of the project in a departmental seminar.
4. Science students are encouraged to do their project in advance lab like Bio Hub, Gauhati University or IIT-G etc.

Library and ICT and Physical Infrastructure / Instrumentation

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

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

The College has a sufficient number of books of all disciplines, few collections of rare books and book corner with special reference to North East India. The acquisition, cataloguing, circulation, serial-control, OPEC database search system are running smoothly through SOUL 2.0 software. Library automation, learning Resources like e-Journals, e-books, e-resource centre, N List are available to faculty and students and can be accessed online also. Budget for infrastructure, library and other learning resources is

earmarked annually based on the recommendations of respective library committees constituted for the purpose. Best Library user award is introduced for faculty, non teacher staff and student annually to motivate them and make *Library going a habit*.

Each department of the college has a Seminar Library and books/ journals are issued with due permission from the library in charge of the department. For the poor meritorious students the library has *Book Bank* facilities to support their studies.

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

The college has a playground for athletics, cricket, volleyball, football, Kabaddi and badminton. A yoga and meditation hall for mental health. A pond at the entrance of the college gate and scenic beauty with plantation gives the college a green look.

Human Resource Management

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

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

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

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

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

Industry Interaction / Collaboration

Rangia College is a traditional degree college having nominal scope for industrial collaboration. The college is trying to associate with other organizations to enhance the

educational environment of the college. Such as

1. Industrial training is done with the cooperation with the commercial groups/industries for the B.Voc Students.
2. Seminar, talk, training on different topics organize for faculty, non teacher and students in collaboration with different organizations.

Admission of students

The digitalized system of admission process had been initiated in the college in the session 2015-2016. Gradually it is updated phase wise. In the present session the admissions of all semester is done online and cash less. The process has been started with the following steps

Notification of admission:

1. The date for opening and closing date & time of the online admission procedure is notified in the web site, notice board, and banner and on local newspapers.
2. Fees structure for the admission of different programmes is notified along with the documents required for admissions are high lighten.
3. The admission form and the prospectus are uploaded in the website under “***Admission Portal***”

Admission form submission:

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

Day of admission:

1. Date, time and venue of admission are announced.
2. The payment will be cashless. All are requested to bring their smart card.
3. The admission took place according to the merit list. The original documents are verified in the process.
4. Students are offered subject flexibility depend on the availability of seats

6.2.2 Implementation of e-governance in areas of operation					
<i>No file uploaded. Not applicable</i>					
6.3 Faculty Empowerment Strategies					
6.3.1 Teacher provided with financial support to attend conference/workshop and towards membership fee of professional bodies during the year					
Year	Name of teacher	Name of conference/workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
0	0	0	0	0	
6.3.2 Number of professional development / administrative training programmes organized by the college for teaching and non teaching staff during the year					
Year	Title of the professional development programme organized for teaching staff	Title of the administrative training programme organized for non teaching staff	Date From to	No. of participates (Teaching staff) Approx	No. of participates (Non Teaching staff)
2015	Orientation Programme on Research and Research methodology	N/A	19/09/2015 to 22/09/2015	75	N/A
2015	What SBI can do for you Modern Banking facilities	Do	21 /11/2015	45	12
2016	The Scope of Financial planning and Investment Opportunity	N/A	03/02/2016	23	N/A
<u>View File</u>					
6.3.3 No. of teacher attending professional development programmes viz., Orientation, Refresher Course, Short Term course, FDP during the year					
Title of the professional development programme	Name of the teacher who attended	Date and Duration (From-to)			
Orientation Course	Mr. Dilip deka UGC HRDC, The University of Burdwan, Burdwan.	17-11-2015 to 14-12-2015			
Orientation Course	Dr. Jagedesh Deka UGC-HRDC,GU	01/06/2015 to 28 /06/ 2015			

Orientation Course	Dr. Mausumi Bhuyan UGC-HRDC:GU	23/11/2015 to 20/12/2015	
FDP	Dr. Brajendra Saikia Rangia College	18/04/2016 to 30/04/ 2016	
FDP	Mr. Dampla Goyari Rangia College	18/04/2016 to 30/04/ 2016	
Orientation Course	Dr. Abdulah Ahmed UGC-HRDC:GU	03/10/2016 to 28/10/2016	
FDP	Mr. Keshab Daimary Rangia College	18/04/2016 to 30/04/ 2016	
STC	Dr. Rajesh Kumar HRD Centre,, GU	10/03/2016 to 16/03/2016.	
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6.3.4 Faculty and staff recruitment (no. for permanent /full time recruitment)			
Teaching		Non teaching	
Permanent	Full time	Permanent	Fulltime/Temporary
01	01	0	0
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6.3.5 Welfare scheme for			
Teaching & Non Teaching Staff	<ol style="list-style-type: none"> 1. Rangia College Thrift and Credit Cooperative Society, a registered society, provide loans for different purposes to the faculty members. 2. PF, Gratuity as per govt. rule. 3. Health Care Cell (HCC) of the college provides First Aid service for an emergency. 4. Main gates of the college entrance are covered trough security personals appointed by authority. 5. Three night chowkidar for internal security of the college campus. 6. CCTV surveillance at selected points. 7 . Drinking water plant at a central place of the campus. 8. College Canteen. 9. TV for recreation of the teacher. 		
Students	<ol style="list-style-type: none"> 1. Health Care Cell (HCC) of the college provides First Aid service for an emergency. 2. Patient bed, wheelchair, stretcher are for emergency use. 3. Security inside the campus. 4. CCTV surveillance at selected spots. 5. Drinking water plant at a central place of the campus. 6. College Canteen with a separate room for students. 7. Boys' & Girls' common room for recreation. 		

8. Motor cycle stands, cycle stands for students.

6.4 Financial Management and Resource Mobilization

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

Financial Management

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

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

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

Institutional strategies of mobilization of resources:

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

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

Moreover, the college also collect grants from self financing course like

- i. PGDCA
- ii. BCA
- iii. B.Voc
- iv. IDOL
- v. KKHSOU etc.

6.4.2 Funds/ Grants received from management, non-government bodies, individuals, philanthropies during the year (not covered in Criterion III)

Name of the non government	Funds / Grants received in	Purpose
----------------------------	----------------------------	---------

funding agencies / individuals	Rs			
Income from self financing courses	10,22,335		General development	
Others	47,874		Do	
6.4.3 Total corpus fund generated: Rs 10,70,209				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done ?				
Audit type	External	Internal	Authority	
Academic	NO	No		
Administrative	Yes.	Yes,	Nominated by GB	
No file uploaded				
6.5.2 Activities and support from Parent –Teacher Association (at least three)				
<ol style="list-style-type: none"> Two guardians are nominated as member of the Governing Body. Guardians' orientation programme as a part of admission process. Guardians' are informed and called for if needed. Guardians' are invited in different institutional functions. 				
6.5.3 Development programme for support staff (at least three)				
<ol style="list-style-type: none"> Provide ICT infrastructure for classroom facilities. Organized FDP, Seminar, Workshop on various topics. To provide infrastructural facilities like garage, separate Canteen room for teacher etc. 				
6.5.4 Post Accreditation initiative(s) mentioned at least three)				
<ol style="list-style-type: none"> Initiative is taken to open P.G courses. B.Voc (Vocational courses) in two subjects under UGC gets started. Computerized admission procedure has been initiated. Library procedure is automated phase wise. Indoor stadium for sports under construction. 				
6.5.5				
a. Submission of data for AISHE portal	Yes			
b. Participation in NIRF	No			
c. ISO certificate	No			
d. NBA or any other quality audit	No			
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of the quality initiative by IQAC	Date of conductive activity(From –to---)	Duration Days	Number of participants
2015	Orientation programme for the fresh students (Arts stream)	13-14 & 17/ 08/2015 18-19/08/2015 21-22/08/2015	3	600

2015	International seminar in collaboration with ICSSR	18-19/12/2015	2	170
2016	Joint meeting of G.B and Teaching and Non Teaching Staff of Rangia College	14/03/2016	1	100
2016	Extended IQAC meeting	22/04/2016	1	54
2016	Interaction with Peer Educationist	3/05/2016	1	120
2016	Two week FDP on Entrepreneurship Development	18-31/04/2016	14	30
2016	Completion of the acoustic auditorium.	09/05/2016	1	80

CRITERION VII INSTITUTIONAL VALUES AND BEST PRACTICES					
7.1 Institutional Values and Social Responsibilities					
7.1. Gender Equality (Number of gender equality promotion programmes organized by the institution during the year)					
Title of the programme		Period (from-to)		Participation	
0		0		0	
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7.1.2 Environment Consciousness and Sustainability / Alternate Energy initiatives such as: percentage of power requirement of the College met by the renewable energy sources					
NIL					
7.1.3 Differently able (Divyangjan) friendly					
Item facilities		Yes/No		No. of beneficiaries	
Physical Facilities		Yes		NIL	
Ramp / Rails		No			
Braille Software / facilities		No			
Rest Room		No			
Scribes for examination		No			
Social skill development for differently able students		No			
Any other similar facilities		NIL			
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7.1.4 Inclusion and Situatedness					
Enlist most important initiative taken to address local advantages and disadvantages during the year					
Year	No. of initiative to address vocational advantage and disadvantages	No. of initiatives taken to engage with and contribute to local community	Date and duration on the initiative Name of the initiative	Issues addressed	No. of participating students and staff

	0	0	0	0	0
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7.1.5 Human values and Professional Ethics					
Code of conduct (handbooks) for various stakeholders					
Title	Date of Publication	Follow up (Maximum 100 words each)			
Prospectus -2015-16	1 July 2016	This book serves as the prospectus of the institution. It also includes the academic calendar of the institution and along with Code and Conducts for the students aimed to create healthy atmosphere for teaching and learning process of the institution.			
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7.1.6 Activities conducted for promotion of universal and ethics					
Activities	Duration (from --to--)	Number of participant(Appro)			
Inauguration of meditation hall by Mr. Raman Deka, MP, Mangoldoi Constituency.	21-06-2016	50			
Quiz for all –Sub divisional level quiz competition. Organized by Rangia College Students Union.	30-10-2015	60			
Talk on “Life and Philosophy of Sri Sri Sankar Dev”	15/10/2015	50			
Talk on “Life and Philosophy of Viswa Nobe Hazarat Mahamed”	31/10/2015	75			
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7.1.7 Initiative taken by the institution to make the campus eco friendly (at least five)					
1. Declared college campus as Tobacco Free area.					
2. Plantation is done time to time.					
3. Campus cleanness drives has been taken by NCC, NSS, Bharat Scout and Guide.					
4. Maintains of the clam environment of the campus.					
5. Sign boards are hanged with valued based quotations.					
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7.2 Best Practice					
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution web site , provide the link					
http://rangiacollege.ac.in/iqac/bestpractice					

7.3 Institutional Distinctiveness (500 words)

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

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

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

To Promotion of cultural harmony, the college organizes functions related different culture such as Bathou Puja related to Bodo community, lectures on the day of Fatiha-Eh- Dahham , celebration of Swarawati puja and birth anniversary of Sri Sankardev and Sri Madhab Dev etc. where every spectrum of students are participated with enthusiasm. Through these college giving a platform to all the members of the college to know the cultural heritage of each other and to enhance mutual understanding towards the national integrity.

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

In the sports event participation of faculty members with students such as Cricket match

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

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

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

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

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

1. *Departmental plans*

- a. Use of ICT tools in regular classes.
- b. Departmental activities as per IQAC instructions.
- c. Participation in the institutional functions.
- d. Attend OC, RC, STC, MRP, and FDP to enhance the academic career.
- e. Guide the students to do projects/seminars with research methodology.
- f. Published research papers on UGC indexed Journals.

2. *Students related programmes*

- a. Motivated student’s participation in sports/ cultural activities organized by

University/other organization.

ii. Increase sports & Cultural facilities.

iii. Ease admission procedure.

iv. Digitally enable library system for more facilities.

Name of the Principal

Dr. Jogesh Kakati

Signature

Chairman, IQAC

Name of the IQAC Coordinator

Dr. Monoj Kr. Singha

Signature

Coordinator, IQAC