SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

JAGANNATH BAROOAH COLLEGE

JAGANNATH BAROOAH COLLEGE BARPATRA ALI, JORHAT PO - JORHAT DISTRICT - JORHAT STATE - ASSAM PIN- 785001
785001
www.jbcollege.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Jagannath Barooah College is a premier institution of higher education located in Jorhat, a city with a rich cultural heritage and a glorious historical background in the upper part of the Brahmaputra Valley of Assam. The development of modern education in colonial Assam has a close connection with the establishment of this institution at Jorhat in 1930. After 87 years of its glorious existence, it has become the hub for educational excellence, fostering its vision and mission in tune with the objectives of Higher Education of the nation. It has contributed substantially towards nation building process, promoting global competency, emphasizing continuous up gradation of teaching learning methods and techniques. It puts its best endeavor to materialize the dreams of its stakeholders through its innovative practices, programmes and policies.

The institution has already been reaccredited by NAAC in 2011 and awarded "A" grade on the basis of its performance in the field of higher education. J.B. College has also been conferred fresh autonomous status by the UGC with effect from 2016-17. Moreover, the star status has been awarded to the college by the Department of Bio-Technology, Ministry of Science & Technology, Govt. of India. However, the most outstanding achievement of this institution in the current year is that the NIRF under the Ministry of Human Resource Development, Government of India has ranked it 64th among more than three thousand colleges of India. Further, JB College is the only college of North East among the top 100 colleges of India.

Vision

OUR VISION

Center of Quality Higher Education and Excellence for Development of Human Resource**.**

Mission

OUR MISSION

Nurture Knowledge, Skill and Attitude in Individuals through a Curriculum Responsive to the Socio-Economic and Cultural Realities.

GOALS AND OBJECTIVES

To realize the mission of the institution and to create value for our stake-holders certain key objectives have been identified. Our objectives, which would provide a link between defined mission and the functional strategies, are as follows:

- To provide need-based quality curriculum.
- To ensure effective execution of teaching plan.
- To open up job oriented courses commensurate with socio-economic needs.
- To foster internal resource generation and its mobilization.
- To ensure sustainable benefit to learners for all round development.
- To foster computerization in the basic operational activities.
- To foster value education to upgrade learners' skill and attitude.
- To formulate adequate action plan to enable learners to equip themselves with competitive national and global environment.
- To provide sustainable scope of physical and mental development of the students and employee communities.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Our Strength

1. First Non-Government college in the North-East region
2. Pioneer in Women education, science education and commerce education in this region.
3. NIRF 64th rank and Star college status by DBT.
4. Second Autonomous College of Assam
5. Three Faculty College with 20 departments.
6. First college to adopt CBCS system in UG programmes in Assam.
7. NAAC accreditated with 'A' grade.
8. PG programmes in five subjects.
9. **Outstanding Human Resources,** 50% of its total faculty strength is PhD qualified and 21% of its regular faculty strength are pursuing PhD.
10. Four universities recognized research centers namely Geology, Geography, Physics and Philosophy.
11. DBT hub, center for Nano- science and Nano- technology and Audio visual Study Center.
12. A fully computerized (SOUL-II) library with more than 53000 books and 49 regular journals.
13. Language laboratory with 16 computers.
14. Academic collaboration with national reputed organization.
15. Prime location within the district headquarters.
16. Social involvement instinctively drives faculty and students of the College to respond to social issues in the society.
17. The College ensures an inclusive workplace by fostering a community spirit at work,

Institutional Weakness

Our Weakness

1. PG courses are not available in all subjects.
2. Limited research facilities.
3. Insufficient teaching and non-teaching staff.
4. Inadequate sports facilities.
5. Hostel facilities need up gradation.
6. Lack of modern infrastructure for cultural activities.
7. Lack of adequate parking facilities.
8. Lack of adequate collaboration and links.
9. Lack of residential quarters for staff.
10. Inadequate smart classes.

Institutional Opportunity

Our Opportunities

1. Considering the strength, quality and diversity in expertise of the existing facilities ther are ample opportunities for more-

1. R&D activities
2. Interdisciplinary research
3. Need base course
4. Effective extension service.

1. Well placed alumni that can be tapped for development of the college.
2. Jorhat is considered as an educational center of the state with NEIST, TRA, AAU, KU, JEC, JIST etc. providing the opportunities to the collaboration with institutions of higher learning.
3. Jorhat is one the center of the petroleum industry with offices and oil fields of ONGC in and around it and the NRL within easy reach as well as a center of the tea industry with a number of tea estates in and around it. This provides the opportunity for collaboration with those industries.
4. Growing demand for technical qualified people.

Institutional Challenge

Our Challenges

1. Competition from new entrants (both in the private and public sectors) at local, national and international levels.
2. Large migration of students to other parts of the country.
3. Decreasing scope for some programmes.
4. Rapid change in technology calling for fast adaptation.
5. Gradual decrease of fund of the public educational institutions.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Aspects:

After gaining autonomous status from UGC the College puts its best endeavor to design its nationally/globally acceptable and learner centric curriculum by introducing Choice Based Credit System (CBCS). It has followed the guidelines of UGC to adopt common minimum programme in its course curriculum. It has adopted CBCS in all undergraduate programmes except BCA programme.

It has guided by the strategic and perspective plan concentrating on academic activities. It tries to ensure ample academic flexibility, the employability of our graduates, catering to the needs of the society, providing the capacity to adopt with transform society, and promoting values and ethics. The college evolves the following process to design its course curriculum:

1. The faculty members and the experts design the course structure, detailed syllabi along with course objectives and course outcomes for each department. They review the syllabi and propose revision if necessary revision to the Academic Council.
2. The academic council may approved the decisions and recommends to the Governing Body for its final approval. The Governing Body may accord its approval or may send it back for further revision.
3. The college regularly collects feed-back on its Courses of Study and the syllabi and other activates from the students:
4. Action plan has been prepared and implemented on the basis of the outcomes of the feedback.

The college adopts 'outcome based approach' for which a set of POs, PSOs and COs has been developed. Systematic procedures have also been devised for assessing the attainment of these Outcomes.

Teaching-learning and Evaluation

In teaching learning and evaluation criteria the college has done some structural modification in the post accreditation period. It has a transparent admission system where selection is made on the basis of merits. However, it ensures equity in access to underprivileged class and differently- able students the government reservation norms are strictly maintained. It has also reserved seats for extra- curricular and co-curricular activities. The teaching-learning schedule is guided by the academic calendar and teaching plan. The institute has adopted all the teaching method such as in Lecture-based, Computer- based, Project –based, Seminar, Field Work and Group Discussion in different department according to suitability. It selects adequately competent teachers, following strictly the UGC norms. In order to uphold continuous assessment and evaluation, internal assessment system is adopted by the college. After obtaining autonomy, the college has set up its own Examination cell under the Controller of Examination as per UGC guidelines. It adopts its own Examination Rules which is approved by the Governing Body. The institute has reformed its evaluation process by integrating computer software and efforts are made to maintain transparency in the evaluation process. It makes all possible efforts to redress the students' grievances pertaining to evaluation in a prompt manner. The college evolves a set of Programme Outcomes (PO), Programme Specific Outcomes (PSO), and Course Outcomes (CO), efforts have been made to communicate these outcomes to the Sudetes and other stakeholders. Moreover, it has redefined its mechanism to assess the level of attainment of these outcomes.

Research, Innovations and Extension

During Post accreditation period the college has made some significant progress in Research, collaboration and Extension activities. The Research Committee has played an active role in promoting a positive research culture in the college. It has specified its Research Code of ethics and installed plagiarism detection software for research and allied activities. Moreover, it has also devised a 'Consultancy policy' of the institute.

During this post accreditation period, Department of Physics, Department of Geology and Biotech center has been recognized as Research Center. The number of Research Guides has increased upto eight numbers and two research scholars have already been awarded PH.D by Dibrugarh University. Presently, nine research scholars are undergoing research under these supervisors. The faculty members are approaching DST, UGC and other non-government agencies for minor and major research projects. As a result of the positive and favourable research environment the number of Ph. D has gone up to 47 and 30% of the rest faculties are undergoing PhD. The number of research papers and publication of books by faculty members has gone up considerably. Most importantly, participation of the students in seminars and conferences as paper presenter in intra and inter institutional level reflects the positive research culture of the institution.

The collaborative extension activities have gone up in the institute through women cell, NSS and NCC and other extension service wings of the institute.

Infrastructure and Learning Resources

The college has adequate infrastructure facilities with experienced and dedicated faculty members to mold the vibrant youths to academic excellence. It has developed its facilities in tune with the introduction of new programmes, increasing enrollment and to adopt new technology. During the post-accreditation periods, it has completed 36,000 sqf. three stories arts building, upgraded all the science laboratories and IT infrastructure. It has also developed the heritage building in commerce campus and made it into usable condition. Further, it has also completed the construction of three stories girl's hostel and renovated the existing classroom and enhanced the library resources. It has also completed the construction of audiovisual studies center and Nano Science and fabrication center building. It has conference halls, seminar hall and auditorium and adequate amenities to organize cultural activities, seminar, talk programmes, conduct different competitive examination and organize university level competitions.

It is committed to developing sports activities for the development of the students. It has an indoor stadium for indoor games, gymnasium with a physical instructor and adequate sports materials. Moreover, it obtains the permission from the District Sports Association to utilize their playground on requirements. The college has given high priority to developing IT infrastructure considering the national policy on digitalization. It has digital and smart classrooms to facilitate ICT enable teaching-learning process. The perspective plan and the strategic plan act as the benchmark for determining the target of infrastructure development.

Student Support and Progression

The students of the institute have been upholding the glory in the academic pursuits with a track record of consistently good results in university examinations.   Student support units in the College include the Students' Counseling Cell, Women's Cell, Grievance Redressal Cell and Career Counseling and Placement Cell. The JB College student Union, JB College Alumni association is the elected bodies to carry out and coordinate different student related activities. During the last five years, the college has witnessed a considerable progress in student participation in sports and games in state, national and international level. The campus and outdoor placement of the outgoing students and progression to higher studies has shown a favourable trend during this period. Further, the college has tried to ensure students' participation in different committees, providing better platform to expose the talents of the students' through extra-curricular and co-curricular activities. The Alumni association of the college, a registered elected body, provides support to the academic, intellectual and material development of the institution.

Governance, Leadership and Management

 The vision of the institute is in conformity with the National Policies in Higher Education. The college tries to decentralize the administrative and academic functions through different committees set up under the administrative and academic structures. It has also tried to ensure stakeholders participation in different activities through democratic leadership style. In the tune with the national policy and considering its quickness, accuracy and cost effectiveness, the institute has focused on e-governance in most of its operational areas It has a stated Code of conduct, Professional Ethics and Service Rules for the employees. Further, it follows a transparent administrative and recruitment policy. The college mobilizes its financial resources through of state government, UGC, self financing courses, distance education centers to meet the expenditure of the college. The College has a transparent financial management system. The annual account of the college is audited by internal and external auditors and has installed a transparent mechanism to meet any audit objection.

The college adopts performance appraisal system for faculty members where the faculties are required to submit a performance appraisal report under NAAC format. Further, the IQAC provides teachers' diary to every faculty member at the beginning of the academic session and these are to be submitted at the end of the academic session. It has also taken adequate welfare measures to the teaching and non teaching staff.

Institutional Values and Best Practices

The College has the following best practices:

1. Mentoring System
2. Students' participation in different committees and cells.
3. ICT training to faculties.
4. Integration of ICT with teaching learning process.
5. Institute has signed some MOUs and established collaborations with reputed organizations and institutions
6. Research aptitude among the students is inculcated through project preparation.
7. Wall magazine and hand written magazine completion among students of different departments.
8. Guest lecture, talk on specific topics.
9. Student seminar and student quiz.
10. Observation of different activities of universal values like Silpi Divas, Independence day, National Integration Day etc.

11. Conduct of Cultural activities.
12. Organized Extension programmes.
13. Evolves e-governance in administrative and academic activities.
14. Computer training course for non teaching staff.

The Core Values adopted by the college in conformity with NAAC for its accreditation Framework for Higher Education Institutions include contribution to national development, fostering global competencies among students , inculcating a value system among students, promoting the use of technology and quest for excellence are reflected through the various activities of the institution.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Jagannath Barooah College
Address	Jagannath Barooah College Barpatra Ali, Jorhat PO - Jorhat District - Jorhat State - Assam Pin- 785001
City	Jorhat
State	Assam
Pin	785001
Website	www.jbcollege.org.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Bimal Barah	0376-2320060	9435052624	0376-2300605	jbcollege@rediffmail.com
IQAC Coordinator	Porag Sarmah	0376-2304671	7002030788	0376-2301249	poragsarmah@yahoo.co.in

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	10-10-1930

Date of grant of 'Autonomy' to the College by UGC	13-10-2015

University to which the college is affiliated

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	05-11-1956
12B of UGC	05-11-1956

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Jagannath Barooah College Barpatra Ali, Jorhat PO - Jorhat District - Jorhat State - Assam Pin- 785001	Urban	10.95	18000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	H.S.	Assamese	60	60
UG	BA,English	36	H.S.	English + Assamese	50	50
UG	BA,History	36	H.S.	English + Assamese	60	60
UG	BA,Political Science	36	H.S.	English + Assamese	65	65
UG	BA,Geography	36	H.S.	English + Assamese	30	30
UG	BA,Philosophy	36	H.S.	English + Assamese	60	60
UG	BA,Economics	36	H.S.	English + Assamese	65	65
UG	BA,Hindi	36	H.S.	English + Assamese	30	30
UG	BA,Sanskrit	36	H.S.	English + Assamese	25	25
UG	BSc,Physics	36	H.S.	English + Assamese	50	50
UG	BSc,Chemistry	36	H.S.	English + Assamese	50	50
UG	BSc,Botany	36	H.S.	English + Assamese	50	50
UG	BSc,Geology	36	H.S.	English + Assamese	40	40
UG	BSc,Mathematics	36	H.S.	English + Assamese	55	55
UG	BCA,Computer Science	36	H.S.	English + Assamese	40	40
UG	BSc,Statistics	36	H.S.	English + Assamese	35	35

UG	BSc,Zoology	36	H.S.	English + Assamese	50	50
UG	BCom,Commerce	36	H.S.	English + Assamese	180	180
PG	MA,Assamese	24	Degree	Assamese	36	36
PG	MA,Political Science	24	Degree	English	36	36
PG	MA,Geography	24	Degree	English	36	36
PG	MA,Philosophy	24	Degree	English	36	36
PG	MCom,Commerce	24	Degree	English	36	36
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science	12	Degree	English	30	30
Doctoral (Ph.D)	PhD or DPhil,Geography	60	P.G.	English	10	4
Doctoral (Ph.D)	PhD or DPhil,Philosophy	60	P.G.	English	15	11
Doctoral (Ph.D)	PhD or DPhil,Physics	60	P.G.	English	5	3
Doctoral (Ph.D)	PhD or DPhil,Geology	60	P.G.	English	5	2

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				58				45
Recruited	0	0	0	0	30	28	0	58	20	14	0	34
Yet to Recruit				0				0				11
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				11
Recruited	0	0	0	0	0	0	0	0	8	3	0	11
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				35
Recruited	31	1	0	32
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				15
Recruited	10	5	0	15
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	16	9	0	10	6	0	41
M.Phil.	0	0	0	6	3	0	9	3	0	21
PG	0	0	0	4	8	0	6	6	0	24

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	2	0	9

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	1	3	0	4
PG	0	0	0	0	0	0	8	16	0	24

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	7	4	0	11

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	9	0	0	0	9
	Female	24	0	0	0	24
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	7	0	0	0	7
	Female	13	0	0	0	13
	Others	0	0	0	0	0
Certificate	Male	25	0	0	0	25
	Female	23	0	0	0	23
	Others	0	0	0	0	0
UG	Male	1382	5	0	0	1387
	Female	1623	2	0	0	1625
	Others	0	0	0	0	0
PG	Male	62	0	0	0	62
	Female	196	0	0	0	196
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	49	33	36	48
	Female	26	22	40	22
	Others	0	0	0	0
ST	Male	50	55	51	50
	Female	41	40	31	41
	Others	0	0	0	0
OBC	Male	198	162	171	170
	Female	163	195	208	231
	Others	0	0	0	0
General	Male	177	182	157	173
	Female	232	248	232	222
	Others	0	0	0	0
Others	Male	10	7	11	8
	Female	5	2	3	3
	Others	0	0	0	0
Total		951	946	940	968

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Assamese	[View Document](#)
Botany	[View Document](#)
Chemistry	[View Document](#)
Commerce	[View Document](#)
Computer Science	[View Document](#)
Economics	[View Document](#)
English	[View Document](#)
Geography	[View Document](#)
Geology	[View Document](#)
Hindi	[View Document](#)
History	[View Document](#)
Mathematics	[View Document](#)
Philosophy	[View Document](#)
Physics	[View Document](#)
Political Science	[View Document](#)
Sanskrit	[View Document](#)
Statistics	[View Document](#)
Zoology	[View Document](#)

3. Extended Profile

3.1 Programme

Number of programs offered year wise for last five years

2016-17	2015-16	2014-15	2013-14	2012-13
33	29	27	27	27

Number of all programs offered by the institution during the last five years

Response : 32

How many self-financed Programmes does the institution offer

Response : 12

Number of new programmes introduced during the last five years, if any

Response : 7

Number of UG programmes offered by the College, which are not covered under the Autonomous status of UGC

Response : 1

Number of PG programmes offered by the College, which are not covered under Autonomous status of UGC

Response : 5

Whether the College is offering professional programme

Response : No

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2837	2614	2520	2444	2414

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
703	680	559	507	502

Total number of outgoing / final year students

Response : 2951

Number of students appeared in the University examination year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
696	747	681	591	713

Number of revaluation applications year wise during the last 5 years

2016-17	2015-16	2014-15	2013-14	2012-13
80	119	191	168	243

3.3 Academic

Number of courses in all programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
935	581	573	573	573

Number of courses offered by the institution across all programs during the last five years

Response : 935

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
103	106	106	107	109

Number of full time teachers worked in the institution during the last 5 years

Response : 110

Number of teachers recognized as guides during the last five years

Response : 9

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
114	114	114	114	114

Total number of publications during the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index

Response : 46

3.4 Institution

Number of eligible applications received for admissions to all the programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5997	5751	5588	5547	5556

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
611	479	479	479	479

Total number of classrooms and seminar halls

Response : 51

Total number of computers in the campus for academic purpose

Response : 134

Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
250.09	358.67	200.70	218.68	117.62

Annual lighting power requirement (in KWH)

Response : 24762

Annual power requirement of the institution (in KWH)

Response : 99047

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution

Response:

With the attainment of autonomous status in 2015, JB College became more free to design its own curriculum. With barely six months left to start CBCS and less than a year to conduct the first semester examination, it was a race against time. Planning for curriculum design commenced with the concept that the implementation would be in a phased manner and that curriculum designing is a continuous process.

The following objectives were identified as a guide to curriculum design:

1. Promotion of scientific attitude and independent thinking amongst the students.
2. Fostering a better understanding of the trends in the national and international arenas.
3. Fostering a better understanding of the society and resources of the region.
4. Upgrading knowledge and skills to a level compatible with the demands of the international arena.
5. Enhancing Employability.
6. Developing a stronger social linkage and intensification of extension services.
7. Leadership development.
8. Entrepreneurship Development.
9. Fostering the national spirit
10. Enhancing sensitivity towards environment and sustainability, gender issues and Human Rights.
11. Fostering life-skills for a better quality of life.

The College has adopted the common minimum programme of UGC with minor modifications. It has included experts from the University, research bodies, industries, corporate houses and civil society in the Boards of Study and the Academic Council for attaining compatibility with the national and international arenas while keeping the existing ground realities in mind. POs, PSOs and COs were outlined and uploaded in the College web-site.

A Curriculum Development Cell was constituted to continuously monitor and upgrade the curriculum.

The already existing activities of the College are also in line with the defined objectives.

For enhancing employability, skill based value addition courses had already been initiated. The J.B. College Career Counseling Cell has been organizing Entrepreneurship Development and 'Entry into Service' programmes for the same purpose.

Activity programs for students are regularly conducted for promoting scientific attitude; these are incorporated in the evaluation scheme of the College. The J.B.College Human Rights Study Centre conducts, apart from other programmes, investigative studies into social maladies with the multiple

objectives of promoting scientific attitudes, social linkage and Human Rights sensitization. In the area of extension service, the Village Adoption and Monitoring Committee had adopted the Rampur village, located about 12 kms from the College, for all-round development. Relief programs are regularly conducted during natural disasters for social sensitization. The Students' Union provides a useful platform for leadership training; it is regularly consulted by the College authorities as a stake holder and involved in organization of college programs. The JB College Women's Cell and the 'Committee for Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students' has contributed commendably towards gender sensitization. The compulsory course on Environmental Science complemented by involvement in the Green Plus Society contributes to environmental sensitization. The college emphasizes on NCC and NSS as a means for development of the national spirit, team work, social sensitivity, discipline and personality development.

File Description	Document
Any additional information	[View Document](#)

1.1.2 Percentage of programs where syllabus revision was carried out during the last five years

Response: 53.13

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Response: 17

File Description	Document
Minutes of relevant Academic Council/BOS meeting	[View Document](#)
Any additional information	[View Document](#)
Details of program syllabus revision in last 5 years	[View Document](#)

1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development

Response: 1.5

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
41	6	4	4	4

File Description	Document
Average percentage of courses having focus on employability/ entrepreneurship	
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	
Program/ Curriculum/ Syllabus of the courses	

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 10.91

1.2.1.1 How many new courses are introduced within the last five years

Response: 102

File Description	Document
Minutes of relevant Academic Council/BOS meetings	
Institutional data in prescribed format	

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 60.71

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 17

File Description	Document
Institutional data in prescribed format	
Any additional information	
Minutes of relevant Academic Council/BOS meetings	

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability,

Human Values and Professional Ethics into the Curriculum

Response:

The cross – cutting issues like Gender, Environmental sustainability. Human Values and Professional Ethics etc. have been given adequate consideration in the process of designing curriculum of the institute. The following courses are addressing these issues.

Human Values: Human values are the virtues that guide us to take into account human element when one interacts with one other human being. Human values are which help us to live in harmony with the world. The following courses describe the Human values

- Principles of Management
- Human Resource Management
- Organizational Behaviour.
- Human Resource Management and Development
- Managing Interpersonal Effectiveness
- Human Right.
- Introduction to Social Work

Professional Ethics: The courses mentioned below describe professionally accepted standards of personal, business behaviour, values and guiding principles. Codes of professional ethics are often established by professional organizations to help guide members in performing their job functions according to sound and consistent ethical principles.

- Advertising and Sales Promotion
- E-business and E-Marketing
- Business Ethics & Corporate Social Responsibility
- Organization Change & Development
- Organizational Behavior
- Marketing Management
- International Business Environment
- Corporate Governance
- Photography Techniques & Film Appreciation,
- Business Environment & Auditing
- Financial Management
- Business Laws
- Entrepreneurial Development

Gender: The courses below which addresses Gender issues by providing the skill-set necessary for life-long learning and provide the opportunities for the students to explore subjects or areas of interest. It teaches equality in gender and also about action against bias.

- Reward Management
- Gender Studies.
- Women's Writing
- Contemporary India: Women and Empowerment

Environment and Sustainability: The following courses address Environment and Sustainability. It appreciates the ethical, cross-cultural, historical context of environmental issues and the links between human and natural systems. This enables the students to learn about the ecosystem and other environmental factors.

- Environmental Studies
- A study of Biodiversity.
- Environment Biotechnology.
- Green Chemistry
- Environmental Economics
- Environmental Geography
- Renewable Energy Studies and Harvesting.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	[View Document](#)

1.3.2 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 3

1.3.2.1 How many new value-added courses are added within the last 5 years

Response: 3

File Description	Document
Brochure or any other document relating to value added courses	[View Document](#)
List of value added courses	[View Document](#)

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

Response: 4.36

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
150	390	40	0	0

File Description	Document
List of students enrolled	[View Document]

1.3.4 Percentage of students undertaking field projects / internships

Response: 9.08

1.3.4.1 Number of students undertaking field projects or internships

Response: 315

File Description	Document
List of programs and number of students undertaking field projects / internships	[View Document]

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year wise
A. Any 4 of above

B. Any 3 of above

C. Any 2 of above

D. Any 1 of above

Response: D. Any 1 of above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document]

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.28

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
18	3	3	8	5

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Demand Ratio(Average of last five years)

Response: 5.19

2.1.2.1 Number of seats available year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1060	1065	1075	1075	1225

File Description	Document
Demand Ratio (Average of Last five years)	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 78.37

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
426	401	380	382	380

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

A detail counseling before admission is undertaken to get aware of the students regarding the programme structure, courses inducted, importance of combinations of courses in future higher studies and job market. Selection processes for different courses are primarily based on merits i.e. higher secondary marks secured by the students. We have a streamlined mechanism for continuous monitoring and evaluation of the students. During class room teaching and interaction slow learners & advance learners are identified.

Strategies adopted for facilitating Slow Learners: The teacher assesses the nature of their problems and then motivates them in a friendly way to reach their academic goals. Additional classes are organized to clarify doubts and re-explaining of critical topics for improving performance. Appropriate counseling is provided whenever needed.

Strategies adopted for facilitating Quick Learners: Quick learners are identified through their performance in examinations; interaction in class room and laboratory, their fundamental knowledge, concept understanding and articulation abilities etc., The Institute promotes independent learning that contributes to their academic and personal growth.

Strategies adopted for student improvement: Remedial classes are organized to clarify doubts, re-explaining of critical topics for improving performance. Poor performance due to frequent absenteeism is dealt by informing to the parents of such students. Appropriate counseling with additional teaching, eventually helps students to attend classes regularly. All the staff members maintain good relation with students and deal with their problems in a gentle manner. Each class is divided into two batches and separate tutorial classes are conducted to all students for all branches of Undergraduate courses. Generally, one teacher is assigned for each batch: o To provide additional details on the important topics o To improve their subjective knowledge o To provide counseling for personal problems Slow learners who are not able to manage with the teaching in regular classes, are assisted through clarification of their doubts, revising important concepts and extra assignments to strengthen their learning. All the faculty members are engaged in the tutorials. The Head of the department allots a batch of students for every staff member and monitors the effectiveness of the tutorials.

2.2.2 Student - Full time teacher ratio

Response: 29.39

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.03

2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

JB College adapts student centric methods to enhance student involvement as a part of participative learning and problem solving methodology. We follow namely Group discussion, Class room interaction, debates, laboratory experimental learning, project work and case studies.

Group Discussion: Group discussion helps to enhance communicative skill, leadership qualities, depth and range of knowledge level and personality development.

Class room interaction: We do follow the interaction in many of the subjects as it makes the students to think wide and participate in coming up with the opinions & suggestions to check their current knowledge.

Debates: Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.

 Laboratory experiential learning: Technical education is always justified with the help of practical knowledge. Thus we try to expose our students to all the laboratories possible beginning from the first year labs like physics, chemistry and Botany, Geology, Zoology, Mathematics, Statistics and commerce.

Project Work and field work: To enhance the practical knowledge with innovation, we do encourage our students for Project Work and field work. Students are divided into small groups so that personal attention can be paid and every student's role will become prominent.

Case studies: We are following case studies for some students where the students are expected to have practical knowledge & logical thinking based on the realistic experiences.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 44.07

2.3.2.1 Number of teachers using ICT

Response: 52

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 33.67

2.3.3.1 Number of mentors

Response: 103

File Description	Document
Year wise list of number of students, full time teachers and mentor/mentee ratio	View Document

2.3.4 Preparation and adherence to Academic Calendar and Teaching plans by the institution

Response:

The College has a well designed academic calendar. It is prepared by a six members Academic Calendar Committee formed by the college authority. The academic calendar is prepared as day -1, day-2 basis instead of Monday. Tuesday basis. It is designed in the form of a booklet and circulated to the students and the teachers at the time of admission and also uploaded on the college website. It shows the teaching days, working days, holidays, observed holidays, in semester and end semester examination schedules and result declaration schedule. The academic calendar also states the names and members of the different committees, teaching and non-teaching staff, rules and regulation for the students. It may be use by the students as their hand book. In addition to this teaching plan is also prepared by the teaching faculties for each semester linked with academic calendar. The number of hours allotted on the teaching plan is fixed on the basis of credit assigned on each course. After preparation of the teaching plan the faculty members submitted their plans to the respective head of the departments and finally these are submitted to the principal. Effective monitoring of the teaching plan schedules is the responsibility of the concerned Head

of the Department. The teaching plans are uploaded on the college website for use of the students. The principal also submitted the plans to the Director of Higher Education, Govt. of Assam as per government circular.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 93.16

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
Any additional information	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 43.56

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
47	50	50	44	40

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years

Response: 16.42

2.4.3.1 Total experience of full-time teachers

Response: 1937

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	\text{View Document} View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 1.35

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	0	1	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document
Any additional information	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 1.75

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	2

File Description	Document
Any additional information	View Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

Response: 50.6

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
38	42	38	66	69

File Description	Document
List of programs and date of last semester and date of declaration of result	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 23.6

2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
80	119	191	168	243

File Description	Document
Number of complaints and total number of students appeared year wise	View Document
Any additional information	View Document

2.5.3 Average percentage of applications for revaluation leading to change in marks

Response: 10.69

2.5.3.1 Number of applications for revaluation leading to change in marks year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	10	0	108

File Description	Document
Year wise number of applications, students and revaluation cases	[View Document](#)

2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system

Response:

With the attainment of autonomous status in 2015, JB College developed its own examination system. The independent examination system led to two positive impacts:

1. Processing became faster at all stages of the examination procedure.
2. Identification and rectification of errors became faster.

Apart from these two general impacts, autonomy gave the college the opportunity to make the examination system more effective in terms of satisfaction of students, transparency, simplification of examination procedure, integration of IT in the examination process, etc. The important positive impacts of autonomy seen in JB College are listed below:

1. Single codified Roll Numbers allotted to each student eases keeping track of students' performance.
2. The procedural reform of declaration of marks and settlement of students' dissatisfaction prior to formal declaration of result saves a lot of time and minimizes tensions of the students.
3. Involvement of faculty members in the moderation board along with the external members establishes a co-ordination between classroom teaching and question-setting.
4. The preparation of its own examination schedule by the college under the autonomous mode and spot evaluation greatly reduces the time spent on evaluation processes and hastens the declaration of result.
5. IT / Automation has come to be used in

   1. Generation of codified roll numbers
   2. Preparation and printing of the list of eligible candidates with their subjects and courses.
   3. Preparation of statement showing subject and course wise distribution of eligible candidates.
   4. Generation of printed mark folios for various courses.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.5 Status of automation of Examination division along with approved Examination Manual
A. 100% automation of entire division & implementation of Examination Management System (EMS)

B. Only student registration, Hall ticket issue & Result Processing

C. Only student registration and result processing

D. Only result processing

Response: B. Only student registration, Hall ticket issue & Result Processing

File Description	Document
Annual reports of examination including the present status of automation	[View Document](#)
Current manual of examination automation system and Annual reports of examination including the present status of automation	[View Document](#)
Current Manual of examination automation system	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The college has redefined its PO, PSOs and COs after adopting CBCS system under academic autonomy. The institution takes initiative to communicate the POs, PSOs and COs to the stakeholders in the following ways.

1. Upload the POS, PSOs and Cos in the College websites.
2. Attempts are being made to communicate these through the Academic Calendar from the next academic year (2018-19).
3. Interaction in the class rooms with students' by the concerned teachers.
4. IQAC discuss these matters with faculty members.

File Description	Document
Any additional information	<u>View Document</u>

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Measurement of outcome, i.e. evaluation, involves a number of intrinsic problems:

1. The various outcomes are relevant to the personal occupational and social lives of the students and can be properly evaluated only on the basis of the performance of the student in real-life situations over a prolonged period of time. However, the very need for evaluation ordains that the evaluation process be completed during and immediately on completion of the program, when the students are yet to be fully exposed to real- life situations.
2. The evaluation process should be as instantaneous as possible so as not to restrict the time for educational processes and to minimize the stress on the students.

These problems necessitate the design of tools that measure indications of having acquired the desired outcomes rather than the actual attainment of outcomes. The intrinsic lack of validity, accuracy and reliability that beset all such tools for measuring outcomes in turn necessitates the parallel use of multiple tools.

With the attainment of autonomy J.B. College is in the process of developing a comprehensive system-based reliable evaluation process which will necessarily have to evolve over time. The following flow chart gives an overview of the approach of the college regarding measurement of outcomes.
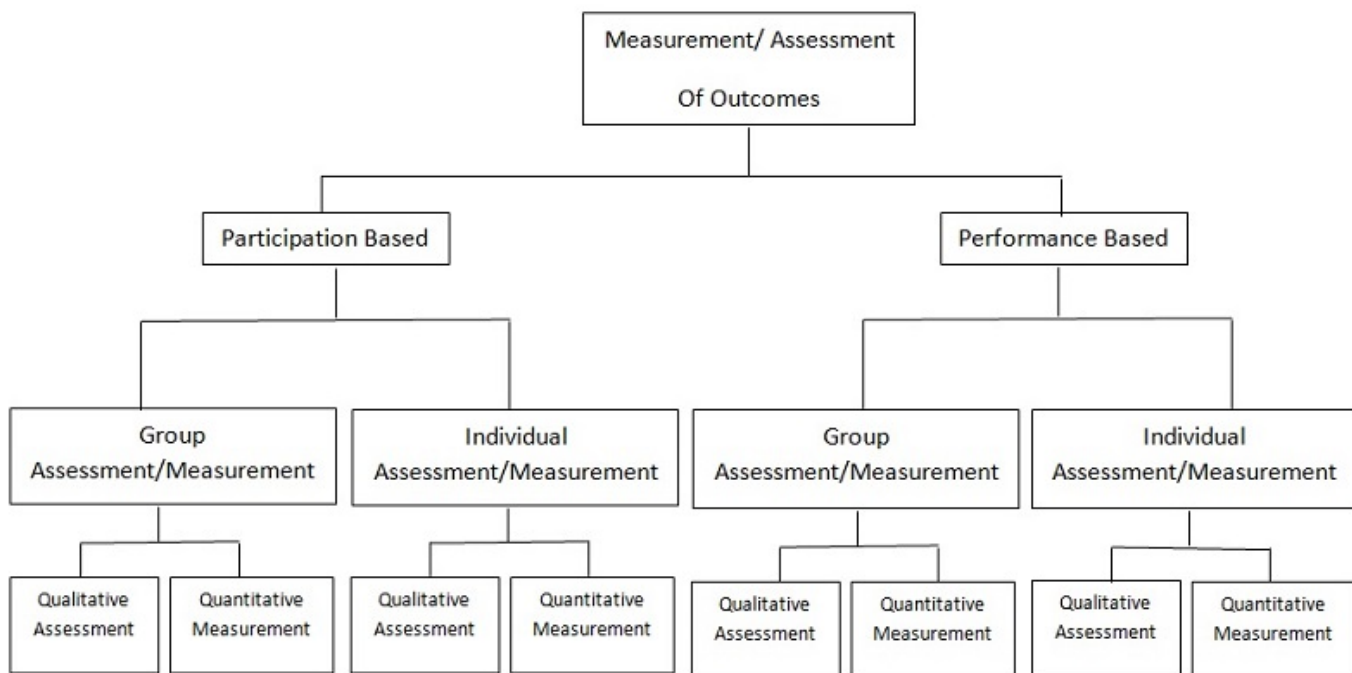
Participation- based measurement: An educational program is designed to ensure attainment of certain desired outcomes. Assuming that the design and execution of the program is proper, participation in the process itself will indicate a level of attainment of the desired outcomes. Participation in all individual and group activities–mandatory as well as voluntary/desired – will be considered in the evaluation process.

Performance-based measurement: This will involve evaluation of the responses of the student in written and verbal tests as well as performance in practical tests, field work, group discussions, seminars, project-works etc, as well as various activities in the fields of sports, culture, literature, social service and any other co-curricular activities of the College.

Group-measurements: This will involve evaluation of a group as a single entity.

Individual measurement: This will involve evaluation of individual students.

In all cases, qualitative and quantitative techniques will be applied.

The methods of measuring attainment of POs, PSOs and COs that are in current use are listed below:

○ Outcome	Method of measurement	
Critical Thinking	Theory Examinations, Seminar Presentations, Group Discussions, Project Work.	
Effective Communication	Theory Examinations, Seminar Presentations, Group Discussions	
Environment Awareness	Theory Examinations, Project Work.	

File Description	Document
Any additional information	<u>View Document</u>

2.6.3 Average pass percentage of Students

Response: 87.61

2.6.3.1 Total number of final year students who passed the university examination

Response: 2552

2.6.3.2 Total number of final year students who appeared for the examination

Response: 2913

File Description	Document
List of programs and number of students passed and appeared in the final year examination	<u>View Document</u>
Link for annual report	<u>View Document</u>

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	<u>View Document</u>

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website

Response: Yes

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View Document](#)
URL of Policy document on promotion of research uploaded on website	[View Document](#)

3.1.2 The institution provides seed money to its teachers for research (average per year)

Response: 0

3.1.2.1 The amount of seed money provided by institution to its faculty year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of teachers receiving grant and details of grant received	[View Document](#)

3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years

Response: 1

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	1	0	0

File Description	Document
List of teachers and their international fellowship details	[View Document]
e-copies of the award letters of the teachers.	[View Document]

3.1.4 Institution has the following facilities

1. **Central Instrumentation Centre**
2. **Animal House/Green House / Museum**
3. **Central Fabrication facility**
4. **Media laboratory/Business Lab/Studios**
5. **Research / Statistical Databases**

A. Any four facilities exist

B. Three of the facilities exist

C. Two of the facilities exist

D. One of the facilities exist

Response: C. Two of the facilities exist

File Description	Document
Any additional information	[View Document]
Link to videos and photographs geotagged	[View Document]

3.2 Resource Mobilization for Research

3.2.1 Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years(INR in Lakhs)

Response: 3.3

3.2.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.1	0	0	2.2	0

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.2.2 Number of research centres recognised by University and National/ International Bodies

Response: 5

3.2.2.1 **Number of research centres recognised by University and National/ International Bodies**

Response: 5

File Description	Document
Names of research centres	View Document
Any additional information	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 6.78

3.2.3.1 **Number of teachers recognised as research guides**

Response: 8

File Description	Document
Details of teachers recognized as research guide	View Document
Any additional information	View Document

3.2.4 Average number of research projects per teacher funded by government and non-government agencies during the last five years

Response: 0.19

3.2.4.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 21

File Description	Document
List of research projects and funding details	View Document
Supporting document from Funding Agency	View Document

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

Response:

In view of the demographic dividence in India and the initiative of the Union Government for developing a conducive environment for doing business such as 'ease out doing business initiative and reform initiative for more foreign investment in India, the country is on the threshold of a giant leap for transformation in its economy. 'Make in India programme', start up initiative etc. have provided and impetus in this regard. As a consequence, a new eco system is emerging where young and energetic capable will find a greater elbowroom to undertake business venture and innovative programme for economic transformation. North-East India, which can be used as the new business corridor linking India with South-East India Asian nations, has the huge potentials of development. The 'Act-East policy' of the Government of India can be a curtain remover for economic well being of this area which hitherto remain and economic hinterland in spite of abundance of resources.

J.B. College having three streams with huge infrastructural facilities can be involved in the business development process by proving technical and technological know- how to the first generation entrepreneur. The college having the experience of organising a number of awareness programmes and workshops on entrepreneurship development can design to nurture new and small business by helping the new investors to survive and grow in the crucial stages of starting up in new business venture. The college has an entrepreneurship development cell under the college career counselling centre that has earned distinct credit of organising several entrepreneurship development programmes over the years. Having the MoU with NESSIA is added advantage of the college in organising such programme. Having considered the logistic advantage of the institute and its commitment to creation of an eco system conducive for innovation, the College has decided to create an incubation centre for nurturing business initiatives and transfer of business knowledge to start up. Since starts up entrepreneurs lack much resources, experience and network, incubation centre may provide service which helps them get through initial in starting up a business. The proposed incubation and innovation centre in J.B, College willing to provide following supports to start up.

1. Helps in business basis
2. Market research
3. Computer learning and access
4. Help with accounting financial resource
5. Help in presentation skill
6. Links to higher education resource
7. Comprehensive business training programme
8. Awareness programme to stimulate entrepreneurship
9. Helps with business etiquette

As a part of this illustrious commitment for preparing a ground in this regard, a committee has already been constituted which includes among others representatives from DIC, NEDFI and Bank and three local

entrepreneurs.

3.3.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry - Academia Innovative practices during the last five years

Response: 0

3.3.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	[View Document](#)

3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years

Response: 3

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	0	0	0

File Description	Document
List of innovation and award details	[View Document](#)
e- copies of award letters	[View Document](#)

3.3.4 Number of start-ups incubated on campus during the last five years

Response: 0

3.3.4.1 Total number of start-ups incubated on campus year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	[View Document]

3.4 Research Publications and Awards

3.4.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	[View Document]

3.4.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	[View Document]
e- copies of the letters of awards	[View Document]

3.4.3 Number of Patents published/awarded during the last five years

Response: 1

3.4.3.1 Total number of Patents published/awarded year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

File Description	Document
List of patents and year it was awarded	[View Document]
Any additional information	[View Document]

3.4.4 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.22

3.4.4.1 How many Ph.Ds are awarded within last 5 years

Response: 2

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)

3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.09

3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	13	4	8	9

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.4.6 Number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings per teacher during the last five years

Response: 0.38

3.4.6.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
48	32	34	39	48

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Response: 3.78

3.4.7.1 Total number of citations received by publications in the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index
Response: 174

File Description	Document
BiblioMetrics of the publications during the last five years	[View Document](#)

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response: 22.5

3.4.8.1 Number of citations received by individual research publications in the last 5 years
Response: 180

3.4.8.2 Number of publications receiving proportionately maximum number of citation in the last five years
Response: 8

File Description	Document
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	[View Document](#)

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual

Response: No

File Description	Document
URL of the consultancy policy document	[View Document](#)

3.5.2 Revenue generated from consultancy during the last five years

Response: 0.05

3.5.2.1 Total amount generated from consultancy year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
.05	0	0	0	0

File Description	Document
List of consultants and revenue generated by them	View Document
Any additional information	View Document

3.5.3 Revenue generated from corporate training by the institution during the last five years

Response: 0

3.5.3.1 Total amount generated from corporate training by the institution year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of teacher consultants and revenue generated by them	View Document

3.6 Extension Activities

3.6.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Jagannath Barooah College, the premier institute of higher education of the state has been playing a crucial role in responding and sensitising its students to various social issues over the years. In consonance with its declared mission, the college has been concerned with the development of its student's intellectual, emotional, social, physical, artistic, creative and spiritual potentials. For sensitising the students to various

social issues, the college has been adopting various means such as designing of the curriculum and syllabi to introduce the students to various issues dominating and affecting the society, organising, workshops, seminars and symposium, holding of talk programme, memorial lectures, group discussion and such other awareness programmes toinstilthe spirit of social responsibility in them. All such activities have not only been instrumental in creating a sense of concern in the students for the social pathology and the realm of social issues, but they have been able to contribute a great deal to the holistic development of the students. Various committees and cells of the college are involved in creating awareness among the students for various social issues.

They are the NNS and NCC (Boys' and Girls')wing of the college, JBCCCC, JB College Women's Cell, JB College Human Rights Study Centre, The Green Plus Society, JBCSU, JBCTA, JBC Life Club etc.

The impact of various awareness programmes and activities can widely be seen in certain activities and initiatives undertaken by the students to address various social issues and promotion of their different facultiesas well.

Following are certain activities on the part of the students which reflect the impact of the activities in sensitising students to social issues and their holistic development:

1. Wide participation of students in social activities organised by NSS and NCC.
2. Voluntary Blood donation camp organised on the eve of 15th January every year.
3. Collection and distribution of relief materials during natural calamities, particularly flood as the state witnesses this havoc every summer.
4. Participation in different programmes of Swachcha BharatAbhiyan.
5. Providingservice to different NGOs by way of internship programme during vacation.
6. Contribution of old books to the college book bank.
7. Financial aid to fellow students in the time of stress.
8. Celebration of various national and international days.
9. Wide participation of Students in various institutional and inter-institutional events such as Music, Dance Sports, Yoga, Drama, Debating and literary events and competition.
10. Participation of creating activities such as publication of College magazine, several hand written magazines, Wall magazines etc.
11. Organisation of and participation in Workshops, Seminars including students' seminar.
12. Organisation of periodical cultural activities such as Music and Drama, Bhaona etc.

3.6.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 1

3.6.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document]
e-copy of the award letters	[View Document]

3.6.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 84

3.6.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
34	16	6	13	15

File Description	Document
Reports of the event organized	[View Document]
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document]

3.6.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.46

3.6.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
17	16	8	11	8

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document]

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

Response: 1.4

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	2	0	1	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document]

3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

Response: 86

3.7.2.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
23	20	20	23	0

File Description	Document
Details of linkages with institutions/industries for internship	
Any additional information	

3.7.3 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 5

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	1	0	1

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc. during the last five years	
e-copies of the MoUs with institution/ industry/ corporate house	

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc

Response:

The teaching learning facilities that constitute the backbone of an educational institute has been adequate in J.B. College. The College, in view of its vision and goal has been paying utmost attention to this area and serious efforts have been being employed to build such facilities to cater to the needs and requirement for a vibrant educational environment since its foundation in a phase manner. Considering the need for quality learning facilities, the college has been keen not only in augmenting physical facilities but a serious endeavour has been made to build a healthy learning environment. The teaching learning facilities in J.B. College range from physical facilities such as class room, laboratories including equipments, computer laboratories, ICT facilities, PCs, various teaching aids including the digital ones etc. to learning resources such as library facilities, internet and e-learning provision etc. A brief account of such physical and material facilities can be read as under:

Total number of class room of various sizes for theory classes in the College is 52 and their area square feet. Total number of laboratories having latest instruments and apparatus in various departments is 26 and the area they cover is 17,253 square feet. In addition to these, the college has several computer laboratories, 1 GIS laboratory, 5 dark rooms, 1 thin film laboratory, 1 nano-science laboratory, 1 studio of digital film making.

Department	Practical room/ laboratory	Total area (in Sq. feet)	Computer laboratory	No. of Com
Biotechnology	3	1800 Sq. ft.	-	6 Pcs
Botany	3	3000 Sq. ft.	-	-
Chemistry	6	2383 Sq. ft.	-	-
Commerce	-		1	30 Pcs
Computer Science	-		2	50 Pcs
Electronics	1	302 Sq. ft.	-	-
Geology	3	864 Sq. ft.	-	-
Geography	1	510 Sq. ft.	1	8 Pcs
Physics	6	5394 Sq. ft.	1	16 Pcs
Zoology	3	3000 Sq. ft	-	-

There are internet and wi-fi facilities in this college. Teaching aids like smart board, digital board, still and moving camera and other ICT enabled aid, projector are used widely and regularly besides the conventional ones. Learning facilities for differently able such as braille software is provided.

As a part of its attempt to build healthy environment, the college has been putting sincere effort to make the library a resource centre. There are 51,837 titles, 3,170 journals, 3100000 (approx) e-book and 6000 (approx) e- journals in the library which is in the process of total digitization in phase manner. The library also provides e-books and e-journals facilities. In consonance with the UGC guidelines, the college has

designed its academic calendar to make a conducive academic environment. The college maintains 36 working weeks in an academic year which is slightly more than the UGC prescribed norm. The student teacher ratio in post-graduate PG level is 15:1 which is at per with UGC specification.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities.

Response:

The following facilities are available in the institute.

- Sports facilities for students such as Basketball court, Football ground, Volleyball court, Table Tennis boards, Indoor Badminton court etc. are provided.
- There are 3 numbers of conference halls, one auditorium,
- One Gymnasium for the students.
- Football ground based on requirement [field], (Sample Permission document attached as **Annexure 4.1.2 A**)
- The whole campus is equipped with facilities such as ramps, rest rooms, washrooms for differently-abled students/staff.
- The facilities of water purifier/cooler for students/staff members.
- Each campus has separate common rooms for boys and girls. These rooms are facilitated with indoor games such as ladu, chess boards and carom, etc.
- The college has healthcare center for student and staff.
- Separate Hostels for boys and girls in the institute.
- Campuses are under the surveillance of CCTV cameras.

- Annexure 4.1.2 A : Sample Permission letter for JDSA Field
- Annexure 4.1.2 B : Facility details
- Annexure 4.1.1 C: Built-up Area Statement - College

File Description	Document
Any additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 21.57

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 11

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 31.94

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
61.46	57.10	67.16	74.91	60.54

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The Central library, also known as Krishna Kanta Handique Library, is a Learning Resource Centre to support the educational and research programmes of the institution by providing intellectual access to information and data. It provides comprehensive access to books, journals, reports, e-journals, online database, old manuscripts and many other resources covering diverse disciplines. The library is Wi-Fi enabled which allows users to access online information.The library has already introduced book searching facilities, to its readers through OPAC (Online Public Accessing Catalogue) through which user can search or access materials available at the library electronically. Further, the introduction of SOUL 2.0 software with latest updates (SOUL 2.0.0.14) as library management software has provided a user friendly book borrowing system. A new UGC networking center has been introduced in the library for academic purposes. The K K Handique Library has also accessed to nearly 3,00,000 e-books and 6,000+ e-journals through N-LIST (National Library and Information Services Infrastructure for Scholarly content).

The following software are presently use in the library

1. Integrated Library Management System (ILMS) – SOUL 2.0
2. Online Public Access Catalogue (OPAC)
3. Automated Gate Entry

4. NLIST – Facilitating remote access to 31,00,000 e-books and 6000 e-journals
5. Chat facility during Office hours
6. SMTP activated on SOUL
7. Rare books CD
8. Internet with WiFi facility available

File Description	Document
link for additional information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment

Response:

JB College Library has a well-stocked library, named as K K Handique Library, with a good variety and range of collections. Currently, it houses around 51,837 books, national/international journals/periodicals in Assamese, Hindi and English languages and subscribes 15 national and local dailies. Moreover, it has a good collection of Encyclopedias relating to different subjects.

The following table shows the number of Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment.

Details	Numbers
Rare Book (Census)	27
Rare Book (Gazetteer of India))	21
Rare Book (Statistical hand book)	16
Rare Book (Five year Plan)	11
Special Report	11
Manuscript	14
Text Book	34207
Reference Book	17 630
E-Book	3100000 app.
E-journal	6000 app.
Digital Database	01
CD & Video	210
External hard Disk	2

File Description	Document
Any additional information	

4.2.3 Does the institution have the following

    1.e-journals
    2.e-ShodhSindhu
    3.Shodhganga Membership
    4.e-books
    5.Databases

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 2.72

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
4.4	3.5	1.4	2.4	1.9

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 3.9

4.2.6.1 Number of teachers and students using library per day over last one year

Response: 140

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Software's are widely used for automation of the administration, Library and different departments. Licensed Windows OS and MS Office are mostly used together with Openwares.

1. **In the Library**

   1. Integrated Library Management System (ILMS) – SOUL 2.0
   2. Online Public Access Catalogue (OPAC)
   3. Automated Gate Entry
   4. NLIST – Facilitating remote access to 31,00,000 e-books and 6000 e-journals
   5. Chat facility during Office hours
   6. SMTP activated on SOUL
   7. Rare books CD
   8. Internet with WiFi facility available

1. **In the Office**

   1. Admission Software
   2. Examination Software
   3. Online Registration
   4. Online availability of Enrolment forms
   5. EMES V17 - Online Marks submission Software to University
   6. Online Academic verification of ex-students by employers

7. Online money transfer
8. Online Scholarship
9. Online Communication with Higher authority (e.g., DHE, UGC)
10. Computax - TDS Calculation and Submission software
11. Windows OS and MS Office

1. **In the Electronics Department**

1. MATLAB
2. Proteus – PCB design software

1. **In the Departments of Mathematics**

1. MATLAB

1. **In the Department of Geography**

1. GISsoftware - TNT MIPS, Arc GIS

1. **In the Centre for Film Studies**

1. Internet facility
2. One media Lab with three desktops and one I-MAC editing setup
3. Two SONY Handy Cam
4. One SONY audio recorder &editing studio.

4.3.2 Student - Computer ratio

Response: 25.88

File Description	Document
Student - Computer ratio	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
<5 MBPS

5 MBPS - 20 MBPS

20 MBPS - 35 MBPS

35 MBPS - 50 MBPS

Response: 5 MBPS - 20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	
Any additional information	

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	
Link to photographs	

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 29.99

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
58	53	64	71	56

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	
Any additional information	
Audited statements of accounts.	

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Jagannath Barooah College, which was established on public initiative in 1930, has been growing steadily in terms of its physical infrastructure, academic aggrandizement and support facilities with the generous donation of immovable properties and endowments received from the public, state governments, UGC and other funding agencies and the resources mobilized by the institute itself over the period of time. Regarding the use and maintenance of the physical, academic support facilities and resources the college has laid down the following guidelines –

PHYSICAL FACILITIES:

The physical infrastructural facilities of the college are of two kinds - Primary and Auxiliary. While primary physical facilities are the facilities being directly used by the students, faculty member and management in academic and allied purposes, the auxiliary ones are used to facilitate fulfilling such purposes towards accomplishing greater curricular objectives.

USE AND MAINTENANCE OF PRIMARY PHYSICAL FACILITIES:

The primary physical facilities such as general class rooms, ICT class room, Science laboratories, computers and computer laboratories etc. are used by students and faculties as per college routine. The union and state government organisations, educational institutes may be allowed to use such facilities except science laboratories strictly for academic or related purposes, however without hampering scheduled academic activities of the college. The seminar hall, conference halls and auditorium may be used by different departments, cells and centres for academic and allied purposes with prior intimation to the principal. In this regards the principal is assisted by a committee. The office of the principal through the construction committee is responsible to maintain these facilities.

USE AND MAINTENANCE OF AUXILIARY PHYSICAL FACILITIES:

The auxiliary physical facilities such as library infrastructure, canteen, sports facilities including indoor stadium, gymnasium etc. Computer labs, Wi-Fi facilities, College water plant facility, Generator sets, Renewable energy system etc. are used by all the stake holders while hostels, restrooms and such other exclusive facilities benefit the target group. The office of the principal in consultation of the construction committee maintains such facilities.

The rate of charges for using both the primary and auxiliary facilities by outside parties for academic and related purposes are fixed by finance committee from time to time.

In addition to these the college has annual maintenance agreements for CCTV, WiFi, Drinking water facilities and computers with different companies and agencies.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 33.27

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
950	1419	816	624	499

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document]
Any additional information	[View Document]

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.72

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
195	0	169	0	0

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document]

5.1.3 Number of capability enhancement and development schemes –

1. **Guidance for competitive examinations**

2. **Career Counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and Meditation**
8. **Personal Counselling**

7 or more of the above

Any 6 of the above

Any 5 of the above

Any 4 of the above

Response: Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 1.07

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	106	25

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Trainning (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of of students benefited by Vocational Education and Training (VET)	[View Document]

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	[View Document]
Any additional information	[View Document]

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 3.84

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
39	82	9	0	0

File Description	Document
Details of student placement during the last five years	[View Document]
Any additional information	[View Document]

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 28.73

5.2.2.1 Number of outgoing students progressing to higher education

Response: 202

File Description	Document
Any additional information	
Details of student progression to higher education	

5.2.3 Average percentage of students qualifying in state/ national/ international level examinations during the last five years (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations)

Response: 12.27

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	2	2	1	5

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
27	18	21	17	25

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	
Upload supporting data for the same	

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) during the last five years

Response: 19

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	5	8	3	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The institute has one student body namely 'J.B.College Student Union' whose office bearers are democratically elected through an election procedure for a period of one year. Teacher nominees represent the Chief Advisor post of the body and its functionaries is monitored and funded by College Administration. The main objective of this body is to ensure interest of the student community in the campus as well as exercising the democratic right of a campus life. In order to ignite the inherent socio-cultural, literary and sporting talent of the student inside the campus a College week is celebrated annually in which they showcase their talent in different fields. Apart from this, various forums of the department are the right platform for the student community to explore their creativity and there by extend their responsibility to the greater interest of the society. In order to ensure discipline inside the college campus, a Disciplinary Committee is formed in which representation from student community has been included. There is a students' representative in the Internal Quality assurance Cell of the college. In addition to these, in the composition of the Library Committee there is the provision of student representatives.

The activities of the Students Union include the following:

1. Providing a forum for discussion of students' issues and representation of the students' views in the relevant quarters.
2. Creating awareness about students' rights.
3. Ensuring the maintenance of cordial relations among all sections of students.
4. Supporting the College administration in creating an atmosphere conducive to learning.

5. Organizing College functions including Freshmen Social, Saraswati Puja, the Annual College Week, inter-college competitions, Republic Day and Independence Day.

f) Bringing out the Annual College Magazine.

File Description	Document
Any additional information	View Document
Link for Aditional Information	View Document

5.3.3 Average number of sports and cultural activities / competitions organised at the institution level per year

Response: 61.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
64	61	61	61	60

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The J.B. College Alumni Association (JBCAA) was formed in 2002 with a view to work towards the academic, intellectual and material development of the historic institution. It was given a constitution in 2013 and formally registered under the Societies Act in 2016.

Some of the significant activities undertaken since its inception include:

1. Construction of the Post Graduate Studies Building (year) with contribution from the MP LAD fund of Sri Manmohan Singh, then MP from Assam(organized through the mediation of Dr. Jayanta Madhab, distinguished economist and then President, JBCAA).

2. Organization of a special felicitation for 62 octogenarian JB College alumni in 19th Oct', 2013.
3. Coordination with alumni for creation of Trust Funds/ Endowments for academic, holistic, and career related development of the students.
4. Coordination of the donation of rare and precious medieval Vaishnavite manuscripts (written on the bark of *sanchi* trees) by alumni to the JB College Library.
5. Incorporation and involvement of distinguished alumni in Departmental Board of Studies and in curriculum design.
6. Coordination of regular interactions between departmental faculty and alumni /guardians to monitor students' progress/ problems.
7. Frequent utilization of the expertise of alumni who have been successful and/ or established in positions of responsibility and respect as Resource Persons during Lectures /Workshops /Seminars organized for the academic, holistic and career-related development of the students. (*example Jr. Scientist reporting on Antarctica visit, Mumbai based Sound designer Amrit Pritam on digital Archives etc.*)

File Description	Document
Any additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (Amount in rupees)
<2 Lakhs

2 Lakhs - 5 Lakhs

5 Lakhs - 10 Lakhs

10Lakhs - 15 Lakhs

Response: <2 Lakhs

File Description	Document
Alumni association audited statements	[View Document](#)
Any additional information	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 8

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	2	3	3

File Description	Document
Any additional information	View Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Our Vision: "Centre of Quality Higher Education and Excellence for Development of

Human Resources"

Our Mission: "Nurture Knowledge, Skill and Attitude in Individuals through a

Curriculum responsive to the Socio-economic and Cultural Realities"

Governance: In the tune with the national policy and considering its quickness, accuracy and cost effectiveness, the institute has focused on e-governance in most of its operational areas. In some areas the institution has achieved full automation and in certain areas efforts are in progress to attain full automation. The e-governance practices in under mention areas**:**

- Administration: Although full automation is not achieved in these areas but in certain key areas are covered under e-governance. These are:

Administrative notices to the heads of the departments are served through web sites and e-mails and whatsapp.

Departments are communicated through e-mail and whatsapp.

Advertisements for recruitments of teaching and non-teaching posts are made through web site besides other media.

E- Tender.

- **Finance and Accounts:** The following exercises are made through online.

Income tax deductions, payments are process through online

Payment of electricity bill/telephone bills are online,

Preparation of pay bills, submission and disbursements are online exercise.

- **Student Admission, examination and Support :**

Admission notices are served through the web site.

Selection lists of the students are displayed on website.

Admissions dates are uploaded on the web-site are admissions fees payments are made online.

Examination dates, hall tickets, results and revaluation notices are made through web site.

Library-cataloguing, issue, entry, is made through online

Provision of access and e-library facility is available.

Perspective plan

In order to materializes the mission and vision statements of the institute. A prospective plan has been prepared by the college keeping in mind the following components:

1. Integrity
2. Responsiveness
3. Leadership
4. Collaboration

Based on above, we look forward with a commitment to achieve the followings:

1. Institutional preparation for availing all sorts of academic benefit from the Govt. of

India with special emphasis on the following two aspects

1. Institutional preparation for attaining academic autonomy from UGC.
2. Institutional preparation for attaining Star College Status from the DBT.
3. MoU with Research Organization/Institution.
4. Greater emphasis on ICT related programmes.

1. Mobilization and Expansion of academic programmes and resources.
2. Towards the goal: To move towards a Deemed to be University.
3. To attain excellence for development for human resources.

Participation of the teachers in the decision making bodies:

The management adopts participative and democratic style in decision process of administrative, academic and other areas of the institute. It ensures participation of teachers' representatives in the composition of the 'Governing Body', the highest administrative body of the college. In the composition of 'Academic Council' and 'Board of Studies' of the different departments, the teachers play an active role in the decision making process. Moreover, the management also tries to involve each and every member in various matters of the college by incorporating them in different committees like Finance Committee, construction Committee, Examination Committee, Admission Committee, Disciplinary Committee, Prospectus Committee etc.

File Description	Document
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

The participatory management system in J B College is not new. Over the years, the management system has been decentralized and the teachers, office-staff and students' representatives have been actively involved in the decision making process of the institute. For ensuring effective participation of the teachers, employees and students, various platforms in the form of committees/cells are constituted where the relevant matters are discussed and decisions are taken accordingly before being approved by the Governing Body.

Immediately after the conferment of fresh autonomous status by the UGC in October 2015, the college

faced a dilemma whether to adopt credit system or continue with conventional marking system. Meanwhile, we were aware of the new system called CBCS suggested by the UGC. Implementing CBCS has been a great task. The college authority realized that opinion and cooperation of all the stakeholders for successful implementation of the new system was an imperative. Therefore, a careful attempt with a definite road map was prepared by the authority to engage the prominent stakeholders-students, teachers and employees of the college in this venture.

Accordingly, the matter was first discussed in the meeting of the IQAC held on 7/11/15. The Principal initiated discussion by presenting the course structure under the CBCS. Members present in the meeting actively participated in the discussion and finally suggested for the implementation of the system. The meeting also suggested the Principal to raise the issue in the meeting of the Heads of the Departments.

A meeting of the Heads of the Departments was convened by the Principal on 12-03-2016. The Principal raised the issue of implementing the CBCS. Members present in the meeting suggested the Principal to have a thorough discussion on the issue in the staff meeting.

Within a month, the Principal convened a staff meeting as suggested. The meeting was held on 20-04-2014. Almost all teachers were present in the meeting. A point-to-point discussion took place on the implementation of the CBCS. Moreover, Dr. Nurul Amin, Associate Professor in Geology presented his speech on the CBCS with examples. Members were actively involved in the discussion and what was most striking was that everybody came forward with a positive outlook. Finally the meeting resolved to implement the CBCS from the academic session 2016-17. The meeting also realized that since the system was new, there may be some problems at the initial stage. Therefore, teachers were ready to work sincerely with a great accountability.

Meetings of different Board of Studies were held immediately after the decision of implementing the CBCS. The relevant course curriculum for the 1st and 2nd semesters has been prepared and passed for approval in the Academic Council meeting held on 16/5/2016. The GB meeting held on 20-05-2016 has finally approved the syllabi of all subjects as prepared by the BoS under CBCS. Finally, the CBCS was introduced from the academic session 2016-17.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

J. B. College had a dream of making the institution an autonomous one. Moving towards academic autonomy and implementation of CBCS (Choice Based Credit System) is one example of activity successfully implemented based on the strategic plan of the institution. Being the oldest institution with three different streams, sufficient learning resources with faculties of diverse backgrounds, it was necessary for the institution to move towards academic autonomy to avail freedom in framing the curriculum and evaluation system. As per strategic plan of the institution, the preparation for academic autonomy was started. A joint meeting of the Heads of all departments, Controller of Internal Examination

System and representatives of the Office Staff was convened on **12-03-2014.** The issue of autonomy was thoroughly discussed, and finally, the meeting suggested the Principal proceed towards autonomy. As suggested, a committee was formed with four members to prepare the proposal for timely submission of the same to the UGC. Accordingly, the Principal made all necessary arrangement in this regard.

After that, the Principal placed the issue of autonomy before the GB held **26-09-2014.** The resolution taken at the GB states *"The GB advises the Principal to proceed for autonomous status as discussed in the meeting of the HoD in consultation with the staff of the college."*

The matter was discussed among the staff and made ready for fresh autonomous status from UGC. Necessary communications have been made to the UGC, and finally, the UGC conferred the Fresh Autonomous to the college in October 2015. After the recognition, the Principal convened a staff meeting on 20-04-2016. A detail discussion took place on the matter of CBCS.Members were actively involved in the discussion and came forward with a positive outlook.The meeting resolved to implement the CBCS from the academic session 2016-17. Accordingly, the Board of Studies (BoS) of all subjects and Academic Council has been constituted by incorporating members as per guidelines of the UGC. The meetings of different BoS were held during April and May and syllabi prepared and passed by the BoS have been approved in the AC meeting held on 16-05-2016 and further approved by the GB in its meeting held on 20-05-2016. In the meantime, examination system has been developed by appointing a new Controller of Examinations and the related staff. Infrastructure including examination related software has been installed, and a separate examination office has been constructed. A Finance Committee (FC) has also been reconstituted to look after the financial aspects of the institution.

An inaugural programme on UGC Fresh Autonomous and Implementation of CBCS was held on 25-06-2016 under the Chairmanship of Ms.BineetaDutta, President of GB. Dr. V. Ramaiah, V.C., Kaziranga University, Assam has formally inaugurated the inaugural programme. Prof. Mukut Hazarika, Dibrugarh University has presented his speech as Chief Guest. After the formal inauguration, the J. B. College started its academic journey under the banner of autonomy with CBCS.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Functions of the Governing Body:

- Determine and prescribe its own courses of study and syllabi, and restructure and redesign the courses to suit local needs, make it skill oriented and in consonance with the job requirements;

- Prescribe rules for admission in consonance with the reservation policy of the state government/national policy;

- Promote research in relevant fields;

- Evolve methods of assessment of students performance, the conduct of examinations and notification of results;

- Use modern tools of educational technology to achieve higher standards and greater creativity; and

- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council
- Approve new programmes of study leading to degrees and/or diplomas.
- Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development, and fulfil the objectives for which the college has been declared as autonomous.

Functions of the Academic Council:

- Without prejudice to the generality of functions mentioned, the Academic Council will have powers to:
- Scrutinize and approve the proposals with or without modification of the Boards of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures   relevant thereto etc., provided that where the Academic Council differs on any proposal, it will have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
- Make regulations regarding the admission of students to different programmes of study in the college keeping in view the policy of the Government.

- Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.

- Recommend to the Governing Body proposals for institution of new programmes of study.

- Recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.

- Advise the Governing Body on suggestions(s) pertaining to academic affairs made by it.

- Perform such other functions as may be assigned by the Governing Body.

Functions of the Board of Studies:

- Prepare syllabi for various courses keeping in view the objectives of the college, interest of the stakeholders and national requirement for consideration and approval of the Academic Council;

- Suggest methodologies for innovative teaching and evaluation techniques;

- Suggest panel of names to the Academic Council for appointment of examiners; and

- Coordinate research, teaching, extension and other academic activities in the department/college.

Functions of the Finance Committee:

The Finance Committee will be an advisory body to the Governing Body, to consider:

- budget estimates relating to the grant received/receivable from UGC, and income from fees, etc. collected for the activities to undertake the scheme of autonomy; and
- audited accounts for the above.

File Description	Document
Any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

    1.Planning and Development
    2.Administration
    3.Finance and Accounts
    4.Student Admission and Support
    5.Examination

All 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

Response: Any 4 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The college has a number of committees/cell/bodies as part of its decentralized administration. Each of these committees/cells/bodies normally held meeting before the begininig of every session. The suggestions and decisions of various committees are placed before the GB for approval. As one example, implementation of the recommendation of Finance Committee has been presented here.

The finance committee meeting held on 29-03-2017 has made the following recommendation for implementation.

1. The Proposed fee structure under CBCS (proposed by Examination Committee) has been approved in the meeting and decides to place it before the GB for its final approval. Further, the remuneration structure for setting of question papers, moderation, evaluation, scrutiny, head examiners, AOC, Zonal Officer, etc. has also been approved in the meeting.
2. Except Science stream, an additional laboratory fee of Rs. 500/- may be charged (subjects with practical like Geography and Computer Science) from the students to maintain the expenditure of laboratory.
3. The Budget proposal under Fresh Autonomous Status for the financial year 2017-18 prepared by the IQAC to be submitted to the UGC has been forwarded by the Finance Committee for approval of GB.

4. The meeting suggests to hike Rs.200/- in the establishment fee and Rs.100/- in the electricity charge from the students at the time of annual admission.

5. The remuneration of AOCs may remain Rs.6000/- for the degree examination and Rs.5500/- for HS examination. However, an additional amount of Rs.500/- may be given for carrying question paper from the Treasury office.

6. The committee in its next meeting will take the decision regarding the transfer of fund for renovation work considering the different fund positions.

7. Dr.Asok Kr. Borthakur and Prof. Ajit Ch. Das hes been given the responsibility to look in to the audit issue of the college.

All these recommendations have been discussed in the GB meeting held on 25-04-2017. After discussion, the GB adopts the following resolutions.

File Description	Document
Link for Additional Information	[View Document]()

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

1. Infrastructure:

- Adequate working space for teaching and non-teaching staff.
- Hygienic working environment
- Well maintained, individual work place.

2. Increments:

- Teaching
    - Annual and special increments on emoluments
    - 3 increments on award of PhD
    - 2 increment for M.Phil qualification
- Non-Teaching
    - Annual increments on emoluments

3. Leave

- Teaching
    - Vacation leave based on academic calendar
    - Casual, Maternity and Sick Leave as per State Govt, Policy
    - Paternity leave for male employees
    - Duty leave for attending conferences, symposia and seminars, delivering lectures in institutes and colleges

- Earned leave facilities.
- Non-Teaching
    - Casual, Maternity and Sick Leave as per policy
    - Paternity leave for male employees
    - Earned leave facilities.

4. Personal and Professional Development:

- Teaching
    - provides its own grant for those teachers who conduct field studies/excursion as part of the curriculum
    - To encourage participation in seminars, workshops, etc. the college provides UGC grant as TA/DA to participating teachers.
    - Free membership to digital library with access to international academic books and research papers, training resources, movies, newspapers and digital theatre.
- Teaching and Non-Teaching
    - The institution organizes specific needs based personal and professional development programmes every semester. These programmes are delivered by established, known experts in their respective fields.
    - Yoga camp, Seminars on Art of Living, etc. have also been organized which have strongly motivated the faculties and staff to adopt for better healthy life.
    - Health care services are provided through Health Care Center

6. Union

- JB College Teachers' Unit:
    - J.B.College teacher unit has undertaken different welfare schemes to the satisfaction of the staff inside the campus. It has a separate corpus from which financial assistance are provided to the teaching staff at the time of distress.
- Non-Teaching
    - Non teaching staff has also similar type of association. It has a separate corpus from which financial assistance is provided to the non- teaching staff at the time of distress.
    -

7. Cooperative

- Teaching and Non-Teaching
    - The JB College Cooperative Thrift Society which is registered under the Assam State Cooperative Societies Act 2007 *(Refer Link for additional information)*. Staff members are able to avail of short term and long term loan at lower rate of interest.

File Description	Document
Any additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years

Response: 1.68

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	5	1	3

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	2	1	3	2

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 21.03

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
34	29	11	28	9

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The faculty needs to submit Performance Appraisal Report to IQAC as per NAAC format annually. It has been assessed by evaluating the information provided by the faculties annually. In fact these annual Appraisal reports help the authority to examine the status of the academic dynamism of the concerned faculties. Based on these, the authority identifies academically dynamic and stagnant faculties and to encourage the former. For the up-gradation of the faculties, training programme, seminars, workshops and summer schools have been organized. The College authority always encourages the faculties to participate in such events to gather experiences by interacting with learned personalities. Using e-gadgets in academics, teaching and evaluation may be an eye opener in the field of modern teaching methodology. College authority is always cooperative to provide basic infrastructure for e-learning and its use. Each department has its own computer to store data, preparation of teaching materials, and browsing internet

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The accounts are regularly audited by the government auditor and internal auditor. The internal auditors are appointed by the GB and this internal audit system has been adopted as a continuous process. The audited report is presented before the Governing Body. After getting its approval, it is furnished to the Director of Higher Education, Govt. of Assam. On the other hand the external audit or the government audit is done by the government annually.In case of any audit objection it is placed before the Governing body and the GB autorised the principal to meet the objection.

Since the external audited report is not yet received from the government therefore only the Internal Audited Report.

File Description	Document
Any additional information	<u>View Document</u>
Link for Additional Information	<u>View Document</u>

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<u>View Document</u>

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Objectives:

- Ensures timely growth and development of the institute in a planned and phased manner
- Takes into account sustainability as a major concern at every level
- Planned according to the objectives of the institute.
- Use of funds as per of priorities and ensure effective monitoring.
- Make a judicious use of consultants and expertise in the planning
- Provide for periodic strategic planning for mobilization, allocation and utilization of resources

Strategies:

- The College should be financially viable from inception

- Develop infrastructure through UGC, government grants and assistance from non government organization.
- Maintenance and operational costs through students 'fees
- Open self financing courses for mobilizing resources.

Strategies to develop alternate channels of fund generation

- Planning for setting up a sizeable solar plant to controlled power cost.
- Maximize opportunities for returns from outsourcing utilities and services
- Planning for use of rain water and waste management.

Finding resources: sources…

- Depend mainly on UGC aids and government aids and fund generated through Self financing courses for capital expenses and infrastructure
- Depend on fees for running expenses, maintenance and normal development and expansion

Sources and agencies

- Fees collected from students.
- Self financing Courses of Computer Department.
- Distance Education through PG courses.
- Distance education through K.K.Handique Open University Courses.
- Alumni around the world
- UGC Grants and Aids
- State Government aids.
- Venue Rent collected from external organization.
- Donnation

Management of Fund.

- Finance Committee plan, monitors the internally generated funds
- Governing Body of the college approves the new fees structure if any and approves other financial policies.
- The Principal of the college is in charge of the disbursement of funds.
- Accounts Clark handles accounts and documentation
- Internal Audit and Statutory audit firm handles all accounts and projects

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

MENTORING SYSTEM

Title: Mentoring System

Objectives: Considering the competitive global scenario and stressful environment, adequate motivation, timely guidance, enhancement of problem solving and realistic goal setting abilities are imperative for the students. In this context an attempt has been made to introduce a 'Mentoring System' to foster all round development of the students.

The Context: In the present competitive era students face tremendous stress in academic life which leads frustration, disappointment and anguish. Since proper counseling and encouragement help even naturally defiant students to deal with their personal problems and frustrations, the teacher as Mentor plays a very significant role as a problem solver, motivator and guide. Mentoring entails informal, personalized communication between Mentor and the Mentee, over a sustained period of time, for the transmission of knowledge, social capital, and the psycho-social support.

The Practice: The mentoring system was adopted by the college in the year 2012 as per the recommendation of the IQAC. The system was duly approved by the Governing Body in its meeting held on 25th May 2012. The IQAC executes and monitors the system in the college through the Head of the department.

Evidence of Success: It reflects the following favourable outcomes: Such as better relationship, increase in self-confidence among the students, improvement in the class attendance of the students etc.

The Problem Encountered:

Success of the mentoring system could not be measured due to non availability of definite measurement tool.

Computer Training for Non-teaching Staff

The Title: Computer Training for Non-Teaching Staff.

Objectives:

1.   To train the office staff on computer basics to make them computer literate.
2. To effective and efficient handling of the existing and up-coming computer software.

The Context: Since the college is one of the largest colleges in the state, has to deal with a good number

of students related activity such as admission, examination, scholarship, preparation of merit list and allotment of hostel etc. It has also to provide various instant data sheet as and when required by the government agencies, university and accreditation authority where accuracy, authenticity and documentation is not mentionable. The IQAC took the initiative to conduct a seven days workshop cum computer training programme for the office staff on yearly basis.

The Practice:

As recommended by the IQAC of JB College the principal convened a meeting on 20th November with the faculties of Department of Computer Science and office staff. The faculties of the computer science department agreed to conduct a workshop for the non-teaching staff members on use of computer software. It was decided that the workshop will be held in the last week of every year of 5/6 days duration.

Evidence of Success:

- The staff developed computer skill to operate the software use in the office and library.
- Confidence building.
- Familiar with latest examination and library software.

Problems Encountered and Resources Required:

- At the time of workshop the regular office work is hampered due to participation of staff members.

The available financial and infrastructure resources use from the college.

File Description	Document
Any additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The teaching-learning process, learning outcomes, etc. are monitored by IQAC at a regular interval. The IQAC has prepared Annual Quality Assurance Reports (AQARs) by collecting information from various departments and cells.

Two examples of institutional reviews and implementation of teaching-learning reforms facilitated by the IQAC:

1. Choice Based Credit System (CBCS)
2. Integration of ICT with teaching learning process:

Choice Based Credit System (CBCS):

After getting autonomous status in the year, 2015 IQAC of J.B.College discussed with all the stakeholders for the implementation of the Choice Based Credit System (CBCS).Stakeholders were actively involved in the discussion and came forward with a positive outlook. The meeting suggested implementing the CBCS from the academic session 2016-17. Accordingly, Principal of the college constituted the Board of Studies (BoS) of all subjects and Academic Council by incorporating members as per guidelines of the UGC. The meetings of different BoS were held during April and May (2016) and CBCS syllabi prepared and passed by the BoS had been approved in the AC meeting held on 16-05-2016 and further approved by the GB in its meeting held on 20-05-2016.

Integration of ICT with teaching learning process:

 Since inception the IQAC of J.B.College puts its best endeavour to enhance the quality of the institute. The development of communication technology in regional, state, national and global level and the present direction of the education policy necessitate the importance of integration of ICT with teaching learning processes. With a view to integrate ICT with teaching learning process, IQAC suggested the authority to execute the following.

1. Provide ICT enable teaching aids to the class rooms such as LCD projector, Digital boards and developed some existing class rooms into smart class rooms.
2. Educate the faculties regarding the use and application of "LMS', use of smart class rooms etc.

The college authority with limited financial resources has tried to provide LCD projectors, Audio system and smart boards to the class rooms. Further, it also develops some computer laboratories into smart class rooms and developed some other class rooms into ICT enable class rooms.

With a view to familiar the faculty members with recent development of ICT, the authority encourages participating workshop and training programmes on information technology. Further, IQAC and other wings of the college has organised FDP on information technology. Recently, a faculty development programme on E- content Development has organised by IQAC with collaboration of NIEIT, Jorhat Centre.

File Description	Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 2.2

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	1	2	1

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document]
IQAC link	[View Document]

6.5.4 Quality assurance initiatives of the institution include

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document]
e-copies of the accreditations and certifications	[View Document]
Annual reports of Institution	[View Document]

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

Quality Enhancement Initiatives in the Academic and Administrative Domains:

1. **Moving towards an Academic Autonomy**: Academic freedom is believed to be a strong force in maintaining quality in education. Under the affiliated system, the freedom offered to a college is

limited as the institution has to be abided by the rules and regulations of the parent university. Being well equipped with almost all sorts of resources, it was imperative for the college to proceed towards academic autonomy. After making necessary preparation, the matter was communicated to the UGC, concerned University and the Government of Assam. Finally, the fresh autonomous status was conferred to the college in October 2015. Immediately after that, the college was involved in preparing a good curriculum and subsequently it is at the verge of completion.

2. **Striving for a good curriculum:** Ccurriculum is one of the foundational elements of effective teaching. In maintaining the standard of the curriculum, a well-defined procedure has been adopted as suggested by the UGC. The Board of Studies (BoS) have been formed to prepare syllabus and in each BoS, there are representatives from the University, colleges and corporate sectors nominated by the VC and the Academic Council (AC) respectively. The syllabi prepared by the BoS have been presented before the AC for recommendation. The AC is also constituted by the representatives from both academic and corporate sectors. Finally, the recommendations have been placed before the Governing Body (GB) for final approval.

3. **Introduction of CBCS:** The most significant post accreditation quality initiative is the introduction of the Choice Based Credit System (CBCS) in which the system of teaching and evaluation gets deviated from the traditional practice of teaching/evaluation. In precise, there has been a shift from the traditional teacher-centric to learner-centric approach.

4. **Skill components in the curriculum:** Course contents have been modified significantly. In each programme, students have to pursue a skill enhancement course with 4 credits. Each department has to offer a skill based course and students may take any two such courses according to their choice.

5. **Reform in assessment:** Continuous assessment within and end semester examination has been introduced. Percentage system has been replaced by the grading system. Learners are allowed to appear in the examination only after the fulfillment of required credit. Additional classes are arranged by the department for the fulfillment of credit deficit.

6. **Emphasis on co-curricular activities:** More than 50 events are arranged in the college week. Students are encouraged to participate in these events.

7. **Students' Feedback:** Feedbacks collected from outgoing students during April, tabulated, assessed and analysis is communicated to the teachers. Grievances are redressed in the IQAC meeting.

8. **Moving towards the star college:** Realizing the resource strengths, the college moved towards the scheme of star college under the Dept. of Biotechnology, Govt. of India and subsequently received the status. Grants are received and utilized for up gradation of laboratory.

9. **Administrative improvements:** Decentralized decision making, digital payment, online admission, library access, digital attendance, etc.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 12

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	6	1	0	3

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](View%20Document)

7.1.2 Institution shows gender sensitivity in providing facilities such as
a) Safety and Security
b) Counselling
c) Common Room

Response:

Being a premier institute of Higher Education in North-East India, J.B. College has been working in such fashion that 'gender sensitivity' remains its one of the core concerns. The Internal Complain Committee (former GSCASH) for Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and students has been engaged promoting gender equality in the college. There are several arrangements in the functioning of the college through which certain activities and programmes for the modification of behaviour by raising awareness of gender equality concerns and instilling empathy into the view for the other genders have been internalised and institutionalised.

For safety and security, the college has been undertaking several initiatives such as protected academic and hostel campus, installation of CCTV camera, deployment of security guards in the gate, constitution of anti ragging and disciplinary committee, arrangement of the college routine in such as manner those classes and other activities complete in the day time etc. In addition to all this, initiative has been taken to train the girl students the trick of self defence and in this regard workshop on martial art has been organised.

For understanding and taking account of the societal and cultural factors involved in gender-based exclusion and discrimination in the most diverse spheres of public and private life, counselling and awareness programmes are organised in regular intervals in the college. The J.B. College Women's Cell, Hostel Committee of the college, J.B. College Students' Union, J.B. College Health Care Centre etc. take

regular initiative to counsel in the field of gender sensitivity. Counselling is also provided in the field of health and hygiene of the girl students.

Common room facilities for girl students in both the academic campus of the college are available. They are managed in participative way as the Students Union through a significant portfolio "girls' Common Room Secretary' gets the opportunity to involve in the issues and affairs of the girls students.

7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 9.09

7.1.3.1 Annual power requirement met by renewable energy sources (in KWH)

Response: 9000

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 30

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 7429

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid waste: The bio-waste of the college campus is used to produce vermicompost. The flowering plants of the college garden are organically nurtured using virmicompost produced in the college campus.

Liquid waste: The liquid waste generated in the laboratory is mainly inorganic waste. Inorganic waste such as concentrated acid or alkalinsohdium are collected in glass containers and are neutralised before disposal. Calcium acid (lime) in used for the neutralization process.

Waste: The college hasminimised E waste by reassembly and upgradation of computers. Procurement of new computers, printers etc. follow buy-back procedure. In this way no computer, printer etc. are left idle in the college premises.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain Water Harvesting

In JB College we use two common methods of rain water harvesting namely surface water collection system and rooftop system.

There is a pond of approximately 560sqft area with an average depth of 12 feet in the main campus of the college where rain water collects during the rainy season leading to temporary rise in the water level. Provisions have also been made to collect rain water from the roofs of newly constructed buildings (approximately 6200sqft roof area) and to deposit the water in the main reservoir after filtration.

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Efforts Towards Green Practices on the College Campus

Jagannath Barooah College is committed to maintain its campus green and eco-friendly. To keep the greeneries in the campus following initiative are taken regularly –

1. Plantation of diversified species including medicinal plants in college botanical garden.
2. Plantation of RET plants in the college campus other than botanical garden.

3. *E*very year we organizes plantation programme with involving all students, faculty members and staff in different occasions.
4. Establishment of seasonal flower garden and ornamental garden.
5. Organic farming.
6. Regular green audit.
7. Regular visit to conservation site.
8. Identification of various plant species in and around the college campus.
9. The College has compost bins in all the buildings, dining halls of the hostels and in the canteen.
10. In order to promote sustainability on campus **students are advised to remember the five R's** i.e., Refuse, reduce, reuse, re-purpose and recycle.
11. Students are advised to use reusable water bottles and encouraged to use it by establishing on-campus bottle filling water purifying systems.
12. **They are also advised to use less water.**
13. Students and faculty members are asked to share rides or use public transportation. They are requested to walk and bike more.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.32

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
.60	.58	1.01	.59	.48

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**

8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 37

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	11	7	5	8

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 37

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	11	7	5	8

File Description	Document
Details of initiatives taken to engage with local community during the last five years	[View Document]()
Report of the event	[View Document]()

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document]()

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	[View Document]()

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Any additional information	[View Document]()
Details of activities organized to increase consciousness about national identities and symbols	[View Document]()

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 49

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	9	9	10	10

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college has a unique relationship with the society and the city of Jorhat. Local residents are important

stakeholders in the various types of community work as well as academic endeavour undertaken by the College. A series of memorial lectures are organised and eminent people are invited on a regular basis to inculcate human values in students and to mould them into responsible citizens of the society. The students and faculty have also contributed in cash and kind during times of natural calamities. Students under the NSS and NCC undertake programmes to clean up places of religious interest such as Dhekiakhua Namghar.

The faculty members are counselled to develop healthy professional ethics and to contribute to the overall enhancement of the student community and the society as a whole. In addition to discharging their normal duties diligently they take steps to ensure that they can provide the students with an ideal example of how to remain true and honest to our vocation. The teachers take up the classes on time, maintain confidentiality in exam related work and arranging extra classes for any classes missed by the faculty. Moreover certain departments like Commerce and Philosophy have included the subject of professional ethics in their syllabus. Students are also encouraged to develop original thinking and taught about the pitfalls of plagiarism so that they can evolve as upright and ethical professionals as well as more humane members of the society, which is the need of the hour

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The college tries to ensure transparency in all level so that all the stake holders are well informed regarding all the material aspects. The following are the attempts put by the institution to maintain transparency in different areas.

1. Financial transparency: The College made the following efforts to maintain transparency in the financial aspect.

   1. It has a Finance Committee as per UGC norms.
   2. Preparation of annual budget which is communicated to the government and UGC.
   3. Timely submission of utilization certificate to concerned authorities.
   4. Annual Audit conducted by Internal Auditor and External Auditor.
   5. Submission of Audit Report to the Governing Body and Government.
   6. Preparation of Receipts and Payments Account and uploaded on the website along with Audit Report.
   7. Action taken against audit objections (if any) and communicated to Governing Body.

   1. Administrative Transparency: The college ensures transparency in administrative matters in the following manner:

   1. All notices, circulars are circulated through websites and notice board.
   2. Interdepartmental notices are served through departmental e-mails.
   3. Advertisement of new posts, teaching and non-teaching employees are served through news papers, college website and other media.
   4. Professional ethics, Service Rules, Core values are displayed through the college website.

5. Selection list of the teaching and non-teaching posts are communicated through college websites.
6. Tender notices are published through college website.

1. Academic transparency: The academic transparency is maintained in the following way:

1. Admission Notices published in the news papers, college website and other media along with the selection procedure, intake capacity etc.
2. Selection Test, Selection list, date of Counseling etc are displayed through the college website and the notice board.
3. All the academic information is communicated through the Witten Prospectus, Academic Calendar and college website.
4. Students Code of Conduct is displayed through website and Academic calendar.
5. Feedback system, Feedback reports are made available in the college website.

In addition to these the college has tried to ensure transparency in other activities by uploading the Annual Reports of the following:

1. Annual Report of the College.
2. Report of the Internal Quality Assurance Cell (IQAC)
3. NCC
4. NSS
5. Women Cell
6. JB College Career Counseling Cell

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

BEST PRACTICE - I

Title of the Practice: Observation of Teachers' Day as Department Day

 Goal: To develop a continuous involvement of the student and teacher in a harmonious relation that enhances the hidden talent of the student to boost knowledge horizon and to develop social responsibility.

The Context: Due to the impact of globalization the focus has shifted from the teacher as a human resource imparting knowledge to e-learning. This practice has provided a new impetus to the teacher student relationship providing an opportunity for the teachers and students to interact on various issues and problems.

The Practice: On this day the teacers are falicitated by the students. Retired Teachers are invited and felicitated on this occasion. Some of the major event of the day are release of books, felicitated meritorious students of the departments, gives best student awards of the departments, community services etc. Students are encouraged to develop their soft skills and social skills, as they organize, conduct and perform cultural activities.

Evidence of Success: Greater participation of students was noticed as compared to previous participation and more students are engaged in different activities that showcase their talents.A paradigm shift in attitude was noticed and this practice of the Department Day has forged a tradition and a sense of community feeling and camaraderie among students and teacher through the celebration of the Teachers' Day in a unique manner.

Problems Encountered and Resources Required: Lack of adequate physical, financial resources are the major problem encountered in this practices.

BEST PRACTICE - II

Title of the Practice: Departmental Wall Magazine

Objective of the Practice: This practice is implemented to develop a sense of camaraderie and a spirit of teamwork among students. To enable students to envision, strategize and plan.

The Context: Various departments of the college prepare wall magazine on various relevant and research oriented themes on 5 September every year. A competition is held on the same day and prizes are given for the 3 best wall magazines. The aim of this best practice is to develop the hidden talents of the students and to provide a platform for them to present their ideas and views.

The Practice: A teacher in charge is appointed from every department and all the students of the department collaborate and bring together their ideas and present them in the form of the wall magazine. A Panel of judges comprising eminent artists and academicians is formed and they decide the prizes in the various categories.

Evidence of Success: This practice has enabled the students to develop their analytical skill and also fosters a competitive spirit among them. It also encourages students to expand their knowledge delve into new areas of research and present them in an engaging and innovative manner.

Problems Encountered and Resources Required: The students tend to lose out on class hours and face financial constraints. It would be helpful if a fund can be generated for this purpose and this activity can be incorporated in the curriculum to benefit the students

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

J.B. College applied for and was granted Autonomous College status in October 2015. The College was second Autonomous college of Assam and the first to introduce CBCS curriculum at the undergraduate level.The first batch of students under the autonomous mode and with CBCS curriculum was admitted in June 2016.

The main objectives that prompted the college to seek Autonomous College status were:

1. To be more free to design and introduce courses **(a)** relevant to the needs of the local community and **(b)** In keeping with the requirements of the national and international levels.
2. To make the college more adaptive to the demands of time by making decision – making faster.
3. To be more integrated with the national educational structureand permit greater horizontal and vertical mobility of the students through introduction of the CBCS curriculum.
4. To give students a greater freedom in choosing courses and completing the program at the pace of their convenience.
5. To make grievance redressal faster and easier as all administrative processes would be confined within the College campus.

With the grant of Autonomous College status, it became a race against time, as the immediate requirement was to install the system before the next academic year. Two batches of students have already been admitted and three examination sessions have been completed till date.To our credit, it may be stated that there have been no major hitches so far. However, it is expected that a couple of more years will be needed for completing the installation process and adapting the system to make it more effective in realization of the objectives of the College.In the meantime, the approach has been to setup centres for bringing about qualitative changes in the educational processes in the College.

The Curriculum Development Cellwas constituted as a first step in this direction.This cell will be responsible for advising the College authority regarding introduction of new courses and educational activities.

The Examination Committeeis entrusted with, apart from other things, the responsibility of devising means for enhancing the validity, accuracy and reliability of the evaluation tools based on the experiences of the examination processes and for designing a system of certification of individual outcomes.

5. CONCLUSION

Additional Information :

On the basis of the NAAC Peer team suggestions in 2011 the college has undertaken the following initiatives.

1. Library has been enriched with more text books and reference books. Further, 6,000 e-journals and 3, 10,000 e- books are subscribed for the employees and students.
2. Strengthening the sports facilities through providing sports materials, developing indoor stadium and holding motivational talks by eminent sports organizers.
3. Inter-disciplinary approach has been initiated through introduction of CBCS system.
4. PG programme in Political Science, Assamese and Commerce and B.Sc honours programme in Electronics has been introduced from 2016-17.
5. The process of registration of Alumni Association of the College under Societies Act has been completed. The Alumni Association has successfully Organized a special felicitation programme for octogenarian JB College alumni in 19th Oct', 2013.
6. The college has successfully implemented Performance appraisal system through IQAC in the format prescribed by NAAC.

Concluding Remarks :

Conclusion:

JB College, the prestigious premier institute of higher education of Assam has been catering to the educational needs of the society through its various programmes and social leadership since its foundation. It is marching towards completion of a century of its service just after a decade. The college in a consonance with its vision, mission and goals has been making its illustrious journey in the realm of higher education. However, keeping in view the changing scenario of higher education due to massive changes in technology, economy and social conditions at national and international level, the college has been adapting itself to the changing conditions by responding to the new demands. From affiliating status to autonomy has been the best example of our journey. In conformity with National Education Policy and suggestions of the National Knowledge Commission, the college has prepared the ground for a transformation. Adoption of CBCS and UGC Common Minimum Curriculum has been the best example of its journey keeping pace with changing time and situation.