# YEARLY STATUS REPORT - 2022-2023

## Part A

## Data of the Institution

**1. Name of the Institution**                    Janata College, Serfanguri

- Name of the Head of the institution          Mr. Bitoray Brahma

- Designation                                  Principal i/c

- Does the institution function from its own campus?          Yes

- Phone no./Alternate phone no.                09435026695

- Mobile No:                                   09435026695

- Registered e-mail                            janatacollege1977@gmail.com

- Alternate e-mail                             janatacollege1977@gmail.com

- Address                                      Serfanguri

- City/Town                                    Kokrajhar

- State/UT                                     ASSAM

- Pin Code                                     783346

**2. Institutional status**

- Affiliated / Constitution Colleges           Affiliated UG College

- Type of Institution                          Co-education

- Location                                     Rural

- Financial Status                             UGC 2f and 12(B)

- Name of the Affiliating University **Bodoland University**

- Name of the IQAC Coordinator **Dr. Romeo Rwtin Lokobok**

- Phone No. **03661291905**

- Alternate phone No. **07002433356**

- Mobile **07002433356**

- IQAC e-mail address **rwtin_80@yahoo.in**

- Alternate e-mail address **rwtin_80@yahoo.in**

**3.Website address (Web link of the AQAR (Previous Academic Year)** http://www.janatacollege.co.in/upload/aqar/1677520311.pdf

**4.Whether Academic Calendar prepared during the year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://www.janatacollege.co.in/upload/acalender/1677146006.pdf

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|-------|-------|------|-----------------------|---------------|-------------|
| **Cycle 3** | **C** | **1.68** | **2023** | **18/03/2023** | **20/03/2028** |

**6.Date of Establishment of IQAC** **31/05/2005**

**7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|--------|----------------|------------------------------|--------|
| **nil** | **nil** | **nil** | **nil** | **nil** |

**8.Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File]

**9.No. of IQAC meetings held during the year** **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?**   `No`

- If yes, mention the amount

**11. Significant contributions made by IQAC during the current year (maximum five bullets)**

`1. MoU has been signed with Pub Barpeta Social Welfare Society and introduced three Skill related Certificate Courses viz. Organic Farming, Beekeeping and Mushroom farming.`

`2. Initiated and constructed Community Service Centre`

`3. Introduced ERP software for online college automation for the administrative and academic management system of the college.`

`4. Organized National Seminar on 'Life Writing in Bodo Literature' in association with Bodo Department Teachers Association`

`5. Organized many awareness and workshop programmes`

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

| Plan of Action | Achievements/Outcomes |
| --- | --- |
| 1. All the departments have been asked to prepare the syllabus and allocate among the faculty members. | All the departments have already allocated syllabus and the classes have been taken according to the syllabus allocated to each faculty member. |
| 2. To enhance the eco-friendly initiatives of the college | Green audit is successfully completed and obtained a certificate from Divisional Forest Officer |
| 3. To start professional beautician course | Course has been completed and the certificates have been distribution to the successful candidates |
| 4. Signing of MoU with prestigious premier institutions or NGOs | An MoU has been signed with Pub Barpeta Social Welfare Society |
| 5. Establishment of Community Service Centre for the students | One Community Service Centre has been constructed and inaugurated and is now functioning in the college campus |
| 6. Construction of One waiting shed in the college campus | A waiting shed for students and parents has been constructed near the college gate |

**13.Whether the AQAR was placed before statutory body?**     **Yes**

- Name of the statutory body

| Name | Date of meeting(s) |
| --- | --- |
| Governing Body | 23/12/2023 |

**14.Whether institutional data submitted to AISHE**

| Part A | |
| --- | --- |
| **Data of the Institution** | |
| **1.Name of the Institution** | Janata College, Serfanguri |
| • Name of the Head of the institution | Mr. Bitoray Brahma |
| • Designation | Principal i/c |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 09435026695 |
| • Mobile No: | 09435026695 |
| • Registered e-mail | janatacollege1977@gmail.com |
| • Alternate e-mail | janatacollege1977@gmail.com |
| • Address | Serfanguri |
| • City/Town | Kokrajhar |
| • State/UT | ASSAM |
| • Pin Code | 783346 |
| **2.Institutional status** | |
| • Affiliated / Constitution Colleges | Affiliated UG College |
| • Type of Institution | Co-education |
| • Location | Rural |
| • Financial Status | UGC 2f and 12(B) |
| • Name of the Affiliating University | Bodoland University |
| • Name of the IQAC Coordinator | Dr. Romeo Rwtin Lokobok |
| • Phone No. | 03661291905 |

| | |
|---|---|
| • Alternate phone No. | **07002433356** |
| • Mobile | **07002433356** |
| • IQAC e-mail address | **rwtin_80@yahoo.in** |
| • Alternate e-mail address | **rwtin_80@yahoo.in** |
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| | |
|---|---|
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| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
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| | |
|---|---|
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| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | **Yes** |

| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
|---|---|---|
| **10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** | **No** | |
| • If yes, mention the amount | | |

**11.Significant contributions made by IQAC during the current year (maximum five bullets)**

**1. MoU has been signed with Pub Barpeta Social Welfare Society and introduced three Skill related Certificate Courses viz. Organic Farming, Beekeeping and Mushroom farming.**

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|---|---|

- Name of the statutory body

| Name | Date of meeting(s) |
|---|---|
| Governing Body | 23/12/2023 |

**14.Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|---|---|
| Yes | 15/02/2023 |

| 15.Multidisciplinary / interdisciplinary |
|---|

Janata College, Serfanguri affiliated to Bodoland University provides a holistic multidisciplinary education to the students particularly the students belonging to rural areas. The college has implemented CBCS syllabus from the year 2019 CBCS syllabus which is multidisciplinary and interdisciplinary in nature. Thus students can opt interdisciplinary subjects which are beneficial for their effective development as efficient citizens of the country . While following this interdisciplinary syllabus students from our college can boost up their UG level course that may fit into the need of students for their requirements to move smoothly into the job market. The college provides ample scope to students to get themselves trained in computer application . From the department of Computer Application students get the scope to get computer literacy . For vocational training students are provided with BCA course.

The college strives to attain the highest standards in terms of providing quality education to the students. As part of multidisciplinary educational system, the college has an active Research and Innovation Cell to foster research culture among the faculty members as well as the students. The cell organises seminars, workshops, and academic writing programmes and any programme related to research and innovation. As part of Entrepreneurship Development, the college has set up Skill and Entrepreneurship Development Cell to promote multidisciplinary and interdisciplinary research and innovation. Value added courses are also being run to enhance the skills of students as provided by the University.

The students are given Ability Enhancement Compulsory Course (AECC) on Environmental Studies at Undergraduate Level as an attempt to create scientific temperament and outlook among the students. The Nep-2020 which has been implemented is framed in a way that at the end of undergraduate course, students are equipped with certain skills for placements or for entrepreneurship.  Students are given education on courses such as Discipline specific course (DSC), Discipline specific electives (DSE), Generic electives (GE), Skill enhancement courses (SEC) and Value added courses (VAC) to learn new skills. Some of the practices implemented by the College to promote multidisciplinary / interdisciplinary approach in view of NEP 2020 are promotion of sustainable environment, social commitment and community outreach. Students are encouraged to participate in various skilful activities such as weaving, mushroom farming,

organic farming, bee farming, rainwater harvesting, Beautician certificate course and Vermi compost.

## 16.Academic bank of credits (ABC):

Janata College is all prepared to register under Academic Bank of Credits to enable the students avail the benefit of multiple entries and exit and utilise the benefit of credit transfer. Janata College is affiliated to the Bodoland University and completely follows the curriculum framework and syllabi approved by the University. The College is ready to implement Academic Bank of Credits framework as per directives of Bodoland University as and when directed. As of now, Janata College has already started laying the foundation for the Academic Bank of Credits by introducing credits Transfer Facility and making it mandatory for both UG and PG students to enrol and complete courses through SWAYAM.

## 17.Skill development:

Janata College, Serfanguri has come forward as a pioneering institute in the district of Kokrajhar in promoting skill based courses. Janata College has rightly identified various skills that have demand in the socio-economic sectors and as such introduced skill development courses. The college has been training students in the field of weaving including imparting weaving skills and production through its Janata College Weaving, Training cum Production Centre. The college has also provided three months Professional Beautician Certificate Course. The college also signed an MoU with Pub Barpeta Social Welfare Society and currently introduced skill and entrepreneurship based certificate courses comprising of Bee Keeping, Organic Farming and Mushroom farming. The college has its own vermicompost plant through which students are trained for improving soil quality and high production. Besides, students are encouraged to join in internship and experiential learning opportunities in certain industries, and other academic institutions in order to enable them achieve field-based work experience, confidence and employability.Janata College, Serfanguri has come forward as a pioneering institute in the district of Kokrajhar in promoting skill based courses. Janata College has rightly identified various skills that have demand in the socio-economic sectors and as such introduced skill development courses. The college has been training students in the field of weaving including imparting weaving skills and production through its Janata College Weaving, Training cum Production Centre. The college has also provided three months Professional Beautician Certificate

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**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Janata College, Serfanguri affiliated to Bodoland University follows the syllabus and curriculum provided by the University. The curriculum and syllabus of the University has aptly provided students with a balanced set of knowledge on the Indian knowledge system through some courses. Courses on Assamese, Bodo, Philosophy etc. offer courses that encourage students to discuss the works of prominent Indian thinkers like Swami Vivekananda, Rabindranath Tagore, and Mahatma Gandhi and Indian philosophy and wisdom. Departments like History, have course components containing ancient civilizations, old architectural marvels, and diversity of cultural traditions.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

For Outcome Based Education, Janata College makes the following efforts:Different Departments of Janata College offer students subjects like General, Honours, BCA and M.A. courses. Students are provided learning activities for helping them reach these goals. Apart from learning through the syllabus and curriculum prescribed by the University, the college also introduces few other certificate courses such as Professional Beautician Course, Vermicompost, Weaving and handloom which are part of skill based education. Besides, college also has set up career counseling and training for helping the students in directing their potentials towards appropriate ends.

**20.Distance education/online education:**

Janata College has adopted various teaching-learning processes through different online modes likewise Google Class rooms, WhatsApp, Zoom, Google meet etc.. The college campus is Wi-Fi enabled and one laptop each is given to every department and hence no hindrance been faced in digitising the teaching-learning process of the college. All the departments make use of the

**departmental profile prepared in the ERP or Online college automation system of the college through which assignments, class routine, syllabus, internal examination marks and any other activities are transmitted. Apart from this, students and faculties are encouraged to undergo MOOCS courses, FDP, and workshops etc. online every year.**

# Extended Profile

## 1.Programme

| 1.1 Number of courses offered by the institution across all programs during the year | **03** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

## 2.Student

| 2.1 Number of students during the year | **1829** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

| 2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **653** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

| 2.3 Number of outgoing/ final year students during the year | **394** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File](#) |

**3.Academic**

| 3.1 <br><br> Number of full time teachers during the year | **24** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

| 3.2 <br><br> Number of Sanctioned posts during the year | **25** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | View File |

**4.Institution**

| 4.1 <br><br> Total number of Classrooms and Seminar halls | **34** |
|---|---|
| 4.2 <br><br> Total expenditure excluding salary during the year (INR in lakhs) | **11615631** |
| 4.3 <br><br> Total number of computers on campus for academic purposes | **55** |

# Part B

**CURRICULAR ASPECTS**

**1.1 - Curricular Planning and Implementation**

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

**Janata College a constituent college to Bodoland University and hence it follows the prescribed curriculum of Bodoland University. The college operates both UG and PG having only Arts stream. Faculty members along with the Academic Council of the college regulates and monitors for implementation of the curriculum through academic schedules published at the beginning of the academic session in achieving academic excellence. The college also follows the Academic Calendar prepared by its Affiliating University. Academic Council Meeting is held at the beginning of**

every Academic Year for distribution of syllabus and to prepare the academic time table. Each individual teacher prepares his/her teaching plan keeping in mind the total teaching day and the allotted classes. Daily Progress report is maintained by every individual teacher. Academic Committee prepares the time table for the Sessional Exams (internal examination) and the Internal Marks obtained in the Exams are sent to the University. Regular class tests are conducted by the Departments. Subject based Seminars, Projects and home assignments are conducted in regular intervals. ICT, laptops and well equipped Computer and Education Dept. Lab are used for better translation of the syllabus. Complaints and suggestions, if any, faced by the staff and students are chalked out diligently by the academic council in consultation with the IQAC and Principal for the smooth implementation of the academic schedules and curriculum.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | https://www.janatacollege.co.in/upload/action_taken/1702649080.pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Institute adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). The academic council with the help of IQAC coordinator prepares the academic calendar in conformity with the academic calendar of the affiliating university. Sessional examinations for internal marks, conduct of co-curricular activities are also scheduled in the academic calendar. Activities such as arranging field trips, Extension activities, sports, and annual events are also included. The academic council along with the IQAC and principal monitor to ascertain that curriculum schedule is implemented timely.

| File Description | Documents |
|---|---|
| Upload relevant supporting documents | [View File](#) |
| Link for Additional information | https://www.janatacollege.co.in/upload/acalender/1678690822.pdf |

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University  Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | [View File](#) |
| Any additional information | No File Uploaded |

## 1.2 - Academic Flexibility

## 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**03**

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | [View File](#) |
| Institutional data in prescribed format (Data Template) | [View File](#) |

## 1.2.2 - Number of Add on /Certificate programs offered during the year

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

02

| File Description | Documents |
| --- | --- |
| Any additional information | **No File Uploaded** |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template ) | View File |

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

76

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

76

| File Description | Documents |
| --- | --- |
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Janata College, Serfanguri affiliated to Bodoland University amalgamates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the curriculum. These issues are properly included in the curriculum and thus effectively transmitted to the students.

Gender Issues: At undergraduate level different departments offer contents that cover gender issues on various levels. Different departments arrange departmental seminars, group discussions and talk encompassing issues connected to gender and inequality. Various days related to gender issues are celebrated by different cell.

**Environmental and Sustainability:** Curriculum at UG level includes papers related to Environment and Sustainability. In the CBCS syllabus AECC paper concentrates on Environmental issues and aims at achieving sustainable goals. Students are made aware of the concept of sustainability and its need for a green future. Papers like interdisciplinary Dimensions of Economics and Value added courses like sustainable development add up to the concerns of environment.

**Human Values:** Human values and professional ethics are taught through the content of the syllabus. Papers and topics related to human values and professional ethics at UG level are moral and legal rights, Three generation of rights Human security, cultural behaviors of Assam, Embracing Humanity etc

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | View File |

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

03

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | **No File Uploaded** |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | View File |

### 1.3.3 - Number of students undertaking project work/field work/ internships

**129**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**C. Any 2 of the above**

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | View File |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | View File |
| Any additional information(Upload) | **No File Uploaded** |

**1.4.2 - Feedback process of the Institution may be classified as follows**

**B. Feedback collected, analyzed and action has been taken**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| URL for feedback report | https://docs.google.com/forms/d/1S3L21OMch 366e-hwwVjyNpl8aPrv1M0WHPaFowBFfCU/edit#re sponse=ACYDBNglfGkgoQwlvXgq40psI2F45Qp0gmA N7iMomWFVyGtZ4US5NUSsUae4xKeGguFkFuA |

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**1800**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**1813**

| File Description | Documents |
|---|---|
| Any additional information | [View File] |
| Number of seats filled against seats reserved (Data Template) | [View File] |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**In this college a particular mechanism has been developed to deal with advanced and slow learners . After Advanced & slow learners are being identified by analyzing their responsiveness in class and internal assessment performance various departments and different cells utilise their potentials in different fields and along with this they are fed with newer learning opportunities catering to their needs. Steps taken for Advanced learner 1.Students are served with variousprojects/practicals/programmesto improve critical thinking and 'hands on' experimental work 2. Semester toppers,university rank holders are felicitated on Annual Day. 3. Students are motivated to take upleadership roles in department/society activities to develop organisational skills andto inculcate thevalue of teamwork 4.Students are encouragedtowritearticles in the College magazines& to take up editorial positions for departmental magazines Steps taken for slow learners: 1.Faculty members list the non-performing students/slow learnersand monitor their progress 2. Teachers coordinate with parents of slow learnersto resolvetheir special needs 3. Special attention is given to resolve issues with these slow learners 4. Remedial classes are arranged for them . 5. Special online classes are arranged for these students outside the schedule of classes during the day .**

| File Description | Documents |
|---|---|
| Link for additional Information | https://www.janatacollege.co.in/upload/iqac_act/1703183169.pdf |
| Upload any additional information | [View File] |

## 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|---|---|
| 1829 | 24 |

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |

## 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

**Teaching and learning in this college has always been student centric . Each and every department of this college aims at working on a teaching learning method which is student centric and that can help in bringing out individuality of these students . Seminar presentation, group discussions, presentation of projects , practicals , spotwriting , film and book reviewing , etc are some of the processes through which students potential and confidence is judged and then strengthened .Along with this students are encouraged to actively participate in webinars , talks , workshops and discussions arranged by different departments so that they drag out knowledge from each of them .**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional information | [https://www.janatacollege.co.in/department.php](https://www.janatacollege.co.in/department.php) |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

**There are projectors installed in different classrooms and these are used by teachers in classroom teaching . Laptops are handed over to the HOD of each department so that PowerPoint presentations can be arranged on different topics of the syllabus. These PPT s are uploaded in the college website as study materials for students. Teachers of this institution use different platforms like google classroom, zoom , Google meet etc for their online classes.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://www.janatacollege.co.in/upload/iqac_act/1703057415.pdf |

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

**36**

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll. | [View File](#) |
| Circulars pertaining to assigning mentors to mentees | [View File](#) |
| mentor/mentee ratio | [View File](#) |

**2.4 - Teacher Profile and Quality**

**2.4.1 - Number of full time teachers against sanctioned posts during the year**

**24**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | [View File](#) |
| Any additional information | **No File Uploaded** |
| List of the faculty members authenticated by the Head of HEI | [View File](#) |

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**

**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

**14**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template) | [View File](#) |

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

**2.4.3.1 - Total experience of full-time teachers**

**528**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | [View File](#) |

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Janata College Serfanguri, is affiliated with Bodoland University Kokrajhar, corresponds to the academic calendar, examination and evaluation procedures established by the university for all programmes. The college academic council and examination cell headed by the vice principal of the college review the programme schedule updated by the university and decide on various aspects related to examination and evaluation process.Internal assessment is transparent: A formative and summative evaluation process is adopted to measure achievement of students.**

**Formative approach:: Attendance, Assignments, Group Discussion, Projects, Seminars, Practical, Laboratory sessions.**

**Summative approach:: Two mid term internal exams are arranged for semesters in a year. After assessment of the written scripts marksheet is displayed in the notice board and is uploaded in the website of the college by the administrative assistants from the**

**general branch.**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Link for additional information | https://www.janatacollege.co.in/a_cell.php |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

**The students having Grievances are encouraged to put the grievance in writing and submit to the exam cell. They are also encouraged to submit their grievances online in the college website. After receiving grievances the grievance redressal cell acts promptly to address the issue and resolve the same. The cell convenes a meeting to review the case, prepare a report and take guidance from the principal of the college. The decision given by the exam cell as well as the grievance redressal cell is communicated to the students verbally and through email and SMS.**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Link for additional information | https://www.janatacollege.co.in/online/GRC/ |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

**.The program outcomes have been displayed on the college website. Every department has stated the programme specific outcome in the specific slot provided to each department in the college website . These program outcomes for every course have been clearly stated.The course outcome elaborates on the content of the course and the competencies a learner would acquire after successful completion of the course. Along with the course outcomes the learner outcomes are also described. Whenever the curriculum is revised and depending on the course content the course outcomes are revisited and revised. During the induction program usually organised at the beginning of each academic session students are made aware about the POs, PSOs and Cos. These informations on PSOs and COs definitely help students to make a choice on the course that he or she would like to pursue.**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for Additional information | [https://www.janatacollege.co.in/department.php](https://www.janatacollege.co.in/department.php) |
| Upload COs for all courses (exemplars from Glossary) | [View File](#) |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Program Outcomes (PO) of various programs offered by the college are measured on the basis of performance of the learners in different curricular and co-curricular activities. Depending on the nature of the programme, the college uses a variety of methods to measure the attainment level of Program Outcomes of the learners.

Some of these methods have been given below:

1. Continuous monitoring of students through practical and lab works.

2. Use of continuous internal evaluation through unit tests, assignments, seminars, movie review session and group discussion.

3. Participation of learners in different debate and sports competitions

4. Participation of students in different activities like Annual College Week, Youth Festival, Inter college competition etc.

5. Students' involvement in activities like tree-plantation, rain water harvesting, NSS, NCC, Swachh Abhiyan to develop responsibility towards conservation and protection of environment.

6. Learner's involvement in field visits and study tours are used to assess social involvement skills.

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for Additional information | https://www.janatacollege.co.in/department.php |

## 2.6.3 - Pass percentage of Students during the year

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

**217**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | **Nil** |

## 2.7 - Student Satisfaction Survey

## 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://docs.google.com/forms/d/1S3L21OMch366e-hwwVjyNpl8aPrv1M0WHPaFowBFfCU/edit#responses

## RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 - Resource Mobilization for Research

## 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

## 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

**00**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | **No File Uploaded** |
| List of endowments / projects with details of grants(Data Template) | View File |

**3.1.2 - Number  of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

**00**

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | **No File Uploaded** |
| Supporting document from Funding Agency | **No File Uploaded** |
| Paste link to funding agency website | **Nil** |

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**

**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

**09**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | **No File Uploaded** |
| List of workshops/seminars during last 5 years (Data Template) | View File |

**3.2 - Research Publications and Awards**

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**

**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

**05**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of research papers by title, author, department, name and year of publication (Data Template) | <u>View File</u> |

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

**06**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List books and chapters edited volumes/ books published (Data Template) | <u>View File</u> |

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

**The extension activity cell of Janata College is active in creating awareness on various social issues within the college and even in the neighborhood areas. This cell aims at bringing out the holistic development of students while sensitizing them on issues like nature and conservation, sexual harassment, deforestation, global warming etc.**

**This year the extension activity cell in collaboration with Aranyak NGO has conducted awareness programme on nature conservation along with an essay writing competition on the same topic. Awareness on single use of plastic was initiated by this cell in collaboration with Eco-club. This awareness drive on single use plastic was carried forward with Art and essay writing**

competitions on various negative aspects of single use plastic, global warming and deforestation.

To sensitize students as well as teachers on the pathetic condition of Third Gender people Pride Day was celebrated. Students were given the opportunity to boost up their knowledge on various aspects of gender issues while participating in various literary events of Bodoland Knowledge festival. Apart from this one day lecture on Research Methodology was organized by extension activity cell to develop competencies on research and its methodologies.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/a_cell.php |
| Upload any additional information | View File |

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

04

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year(Data Template) | View File |
| e-copy of the award letters | View File |

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

| File Description | Documents |
| --- | --- |
| Reports of the event organized | View File |
| Any additional information | **No File Uploaded** |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | View File |

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**216**

| File Description | Documents |
| --- | --- |
| Report of the event | View File |
| Any additional information | **No File Uploaded** |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

**00**

| File Description | Documents |
| --- | --- |
| e-copies of linkage related Document | **No File Uploaded** |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | **No File Uploaded** |

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

`00`

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | [View File]() |

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

**Janata College is operating with 36 nos. of classrooms out of which 07 nos. are largewith siting capacity of 110students; 05 nos. are smart classrooms. All the classroom are furnished with white board for better visibility, 01 no. seminar hall equipped with modern amenities with a sitting capacity of 100 students. One of the 3 Large classrooms is equipped with a projectorused both for teaching-learning purposes as well as for departmental seminar. 1 nos Meeting hall has been constructed with a sitting capacity of 300 students having a podium one side having two large class rooms used for MA classes. The college also have 09 nos. of departmental rooms with laptop and desktop equipped with Wi-Fi facility. The college also have 02 nos. of laboratories viz. Education lab and computer lab. The computer lab is having 39 nos. of computer with Lan connection and internet facilities having 300mbps speed. Janata College library is equipped with semi digital facilities with advanced search system and 05 nos. of computer for the use of student and faculty members. The enlist INFLIBNET facility provides the student and the faculty members the provision of accessing the E- Journal , E- book.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | [https://www.janatacollege.co.in/index.php](https://www.janatacollege.co.in/index.php) |

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

The institution has adequate facilities for sports, games. The institution has both indoor and outdoor stadium as well as yoga centre. The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly.

The college has the following Facilities and Infrastructure available for the students:

1. There is a well-equipped modern Indoor Stadium in the college. The Indoor Stadium of the college is equipped with One Badminton Court and 2(two) Table Tennis courts along sufficient numbers of Carom, Chess etc.
2. For Outdoor games, there is a Mini Football Stadium with football nets having sufficient space for athletics and kabaddi.
3. The college has One volleyball court with proper volleyball nets.
4. The institution also has a Basketball court which is newly constructed beside the mini football stadium.
5. The institution also has a yoga centre run with one instructor.
6. Girls' common room and Boys' common rooms are provided with caroms and chess etc.

Besides, the college also organises "Annual college week" for sports, literary and cultural events every year to exhibit students' hidden talents in co-curricular and extra-curricular activities. College teams take part in various Inter-College sports and cultural tournaments.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.janatacollege.co.in/gallery.php |

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

04

## 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

**04**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://janatacollege.co.in/admin/viewimages.php](#) |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | [View File](#) |

## 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

## 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

**11615631**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Upload audited utilization statements | **No File Uploaded** |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | [View File](#) |

## 4.2 - Library as a Learning Resource

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

**The college has a separate three storeyed Central Library building situated in the college campus.The total area of the college library is 679 sq. metres with the total seating capacity of 50 students. Whereas the total seating capacity of the teachers is 10. The library provides individual reading carrels, lounge area for browsing and relaxed reading and IT zone for accessing e-resources. The library is installed with 6 numbers of CCTVs for additional safety and security along with fire safety units. Power backup is also provided for continuous supply of power.The college**

has a Library committee consisting of talented staff supported by the college authorities. The college Library has a good number of collection ofbooks consisting of texts and reference books along withJournals. There are also vast number of Dictionaries, Encyclopaedias of Britannica and Gazetteers. Reprographic and Wi-Fi facilities are provided to the stakeholders. Acquisition of books and journals, Library administration, OPAC, etc. have been fully computerized for easy access of information. Students can access and download the E-Sources with the help of Library websites and INFLIBNET.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional Information | http://www.janatacollege.co.in/library.php |

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**  C. Any 2 of the above

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | [View File](#) |

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

135125

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Audited statements of accounts | **No File Uploaded** |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | [View File](#) |

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

**20000**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Details of library usage by teachers and students | [View File](#) |

**4.3 - IT Infrastructure**

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

**Janata College strives to provide state-of-the-art technologies and updated ICT facilities for ensuring efficient functioning. With increasing demand of IT facilities and internet access inside the campuses, the college is keenly stepping forward to update ICT facilities and to setup secured-stable Wi-Fi network. The college offers variety of IT facilities. There are computer labs, printers, Xerox machines, and internet connection. The college provides secure and high speed network connections in all the departments. Administrative and offices are also provided with high speed Wi-Fi facility with sufficient computers. The college has suffisicientnumbers of Computers used for administrative purposes, five sets of Projectors with screen, one set of LCD T.V with DVD player, 10 K.V.A power UPS, six number of Photocopier cum Printers, 7 numbers of H.P Laser printers, three numbers of voltage stabilizer, one number of barcode reader, 1 nos of bar code printer, smart power online UPS 3 K.V.S, Educational Laboratory equipment, Generator set 10 K.V.S. and one set of Honda generator. The college has a 2 MBPS BSNL data circuit connection to provide internet facility. The campus Wi- Fi facility has been provided recently covering the departments, library, administration and computer lab. The college also introduced ERP,**

**an online college automation for academic and administrative purposes.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.janatacollege.co.in/upload/naac/1702976545.pdf |

### 4.3.2 - Number of Computers

**55**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Student – computer ratio | [View File](#) |

### 4.3.3 - Bandwidth of internet connection in the Institution

**B. 30 - 50MBPS**

| File Description | Documents |
|---|---|
| Upload any additional Information | [View File](#) |
| Details of available bandwidth of internet connection in the Institution | [View File](#) |

## 4.4 - Maintenance of Campus Infrastructure

### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

**9096182**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Audited statements of accounts. | **No File Uploaded** |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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.

**Janata College follows effective mechanisms for maintenance and utilization of physical, academic and support facilities. AllHoDs and office staff are involved in infrastructure maintenance. The budget and planning committee prepares the budget at the beginning of every academic year for new purchase of the physical, academic and support facilities. The purchase are executed on approval from the purchasing and utilisation committee. The new construction is executed by the construction committee. The annual budget preparedis placed before GB for final approval. Most of the physical, academic and support facilities are maintained by various sub-committees and cells. The facilities in the library are maintained by the library staff. Departmental libraries are maintained by the department concerned. Classrooms cleaning and maintenance are done regularly by the Grade-IV staff. The library committee monitors the overall functioning of the central library. Books and other infrastructure of the library are procuredafter the approval from the principal. The teacher in charge for sports facilitates required sports equipment in coordination with the college authority and Union Body. Maintenance of all facilities and cleanliness of environment in the campus maintained by Swachh Bharat Abhiyan committee, Yuva Toursim Cell,NSS, NCC .**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.janatacollege.co.in/index.php |

### STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

### 5.1.1 - Number of students benefited by scholarships and free ships provided by the

**Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**1813**

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | **No File Uploaded** |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

**1813**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**C. 2 of the above**

| File Description | Documents |
|---|---|
| Link to institutional website | https://www.janatacollege.co.in/yoga_activities.php |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

`00`

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

`00`

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

`A. All of the above`

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | *View File* |
| Upload any additional information | **No File Uploaded** |
| Details of student grievances including sexual harassment and ragging cases | *View File* |

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

### 5.2.1.1 - Number of outgoing students placed during the year

**00**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | *View File* |
| Upload any additional information | **No File Uploaded** |

### 5.2.2 - Number of students progressing to higher education during the year

### 5.2.2.1 - Number of outgoing student progression to higher education

**26**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | *View File* |
| Any additional information | **No File Uploaded** |
| Details of student progression to higher education | *View File* |

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

**government examinations) during the year**

`00`

| File Description | Documents |
|---|---|
| Upload supporting data for the same | <u>View File</u> |
| Any additional information | **No File Uploaded** |

### 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

`01`

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | <u>View File</u> |
| Any additional information | <u>View File</u> |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | <u>View File</u> |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

**The administration of the college takes keen interests in managing students participation in various administrative, co-curricular and extracurricular activities. Some of the areas where students' participation are made mandatory are as follows:**

**1. Students' participation in the formation of Union Body through election in a secret ballot system**

**2. Students manage and actively participate in the annual college week every year**

3. Events like freshmen social day, teachers, observation of Satish Chandra Basumatary day, Republic Day, Independence day are organised.

4. Saraswati Puja, is exclusively observed by the students of the college. Students from all religious background warmly participate in all the activities related to Saraswati puja.

5. Students active participation is widely seen in the events organised by various cells of the college.

6. Students participation in bringing out college magazine and wall magazines of different departments of the college is commendable.

7. Students are involved in various sub-committees or cells of the college such as Grievance Redressal Cell, Complaint Committee, Anti Sexual Harassment Cell, NSS, NCC, Cultural Committee, sports committee, Anti-Ragging Cell, etc.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/cell.php |
| Upload any additional information | View File |

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

01

| File Description | Documents |
|---|---|
| Report of the event | No File Uploaded |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**Although the institution does not have a registered Alumni association at present, the alumni of the college actively participate in the process of development of the college and provide valuable suggestions for creating a congenial academic ambiance in the college. The Alumni Association and its members are very cooperative in rendering other supportive services such as participating in various college programs, meetings, or in any other activities whenever invited or requested.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/a_cell.php |
| Upload any additional information | View File |

## 5.4.2 - Alumni contribution during the year (INR in Lakhs)      **E. <1Lakhs**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

**The governance of the College is reflective and in tune with its vision and mission. The Vision and Mission of the college were forged in year 1977. The administration of college reflects its characteristics through participative management in every walk of its activities. In order to give a shape to the vision and mission of the college, the Principal carries out various action plans and policies with the help of the qualified and competent faculty members from various departments through regular meetings for the improvement of the college systems. The governance steers the institution through various practices including decentralized and participatory governance system towards achieving its stated goal such as: To impart higher education to the eligible youths in**

general and SC, ST, OBC & MOBC; in particular; To arrange remedial teaching for the upliftment of the students of the weaker section; To make conscious effort to promote ideas of national integration, secularism, a scientific outlook and a cosmopolitan and a humanistic approach towards life; To train up the students for future self-employment; To take special care for easy accessibility for woman education.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/about.php |
| Upload any additional information | View File |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institutional management is participatory and decentralized related to Leadership, Management and Governance. The effective leadership comprises the Principal, Governing body, IQAC, the HOD's of all departments, and Convener of curricular and co-curricular committees leads collectively for establishing a conducive academic atmosphere in the institute. The governing body is the apex body of the institution where the principal is the ex-officio secretary. Governing body monitors every academic and administrative along with infrastructure related matter. The various committees are also established in the college to ensure effective management and governance of administrative, development of policies , forming their guidelines, their implementation and regulation and timely monitoring which are includes:The faculty members are appointed as the members of all these committees and cells and motivated to work creatively. The Students' Council of Janata College, Sefanguri is a statutory elected body of students functioning under the guidance of Staff Advisors and facilitates student-centric education. The Administrative staff works under the captaincy of the Superintendent, help realize the administrative goals of the institution.

| File Description | Documents |
|---|---|
| Paste link for additional information | [https://www.janatacollege.co.in/cell.php](https://www.janatacollege.co.in/cell.php) |
| Upload any additional information | [View File]() |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic action plan of Janata College, Serfanguri was drawn up to address short and long term perspectives. The strategic plans were designed in consultation with the various committees of the college. Perspective plan of 2022-23 are following:

- To make efforts towards inculcating a culture of research and collaboration in the institution through applying for grants, conducting workshops, seminars, joint research and publications, FDP.
- To publish the Peer-reviewed journal of college: Aithun and Aaijw by allowing young researchers and faculty members to publish their work.
- Enrichment of Mentor-mentee system to develop teacher-student bonding.
- To facilitate more ICT classroom for making teaching and learning process in a better manner.
- The institution has decided to make MoUs/Collaborations with industries and other institutes for research purposes.
- Initiate for introducing professional course and skill based certificate courses to develop self-capacitating skill sets of students.
- To conduct the Academic and Administrative Audit, Green audit, Energy audit and Environment audit for the adequacy of resources and future requirements.
- To initiate the process of building a Girls' hostel for the students of the college.
- Fund initiated to purchase books for every departments.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File](#) |
| Paste link for additional information | https://www.janatacollege.co.in/upload/iqac_act/1703235206.pdf |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functional organization of college is divided into two parts i.e. Academic and Administrative. It consisted Governing Body, Principal, IQAC, teaching staff, non-teaching staff, and students. The Governing Body of the College meets at least thrice a year to discuss issues regarding the overall development of the College. The principal is assisted by HoD's of different Departments, the faculty members, the Academic Advisory Committee (AAC), and the Administrative Staff which encompasses the Administrative Officer, Section Officers, Senior and Junior Office Assistants and other support staff. The Internal Quality Assurance Cell (IQAC) of the college works towards the realization of quality enhancement and monitors its internal quality. Student Council meetings are held regularly to address student-related issues and organize extracurricular activities. The Library's organizational structure includes the Librarian, Assistant Librarian, Library clerks, and attendants. Various committees are constituted for planning and executing academic, administrative, and extra-curricular activities.

Service Rules: Rules and conditions of service, the institute follows the rules and regulations laid down by UGC, the Government of Assam and affiliating University.

Procedures for the Recruitment: Permanent posts are recruited as per the norms of the UGC, Government of Assam and affiliated University. The Principal recruits part-time faculties as per the norms of the UGC and university.

Procedures for the Promotion: Promotion to the faculty is given according to the guidelines of UGC, the Government of Assam and affiliated University.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/index.php |
| Link to Organogram of the Institution webpage | https://www.janatacollege.co.in/upload/data_template/1702661518.pdf |
| Upload any additional information | **No File Uploaded** |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**B. Any 3 of the above**

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | **No File Uploaded** |
| Screen shots of user interfaces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

## 6.3 - Faculty Empowerment Strategies

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

**Many welfare measures are available for teaching and non-teaching staff of our institute which are the following:**

- **Institution grants duty leave for Professional Development Programme (PDP) like Refresher course, Orientation Programme, short term course, Workshops, Seminars, and Conferences etc.**
- **Casual leave, Medical leave, Maternity leave, Child care leave, study leave are granted for employees.**
- **Availability of canteen facility.**
- **Availability WI-FI facility.**
- **Janata College has made a provision of loans for teaching and non-teaching staff from Janata College Threft and Credit co-operative society upto Rs. 10 Lakh. This credit society provides long term, medium term, short term, and emergency**

    loan.
- General Provident Fund (GPF) schemes are available.
- New pension scheme (NPS)/DCPS is applied to the staffs who are appointed on or after February 2005.
- Annual Picnics, celebration of festivals, and Staff Day Celebration.
- Facility of Staff- quarters.
- Grievance Redressal Cell
- Internal Complaints Committee
- Parking facilities for both teaching and administrative staff
- Clean drinking water facilities.
- Facilities of ramps for PWBDs.
- Laptop/Desktop facilities are provided in the library and each department.
- Separate department rooms are provided with wi-fi facility to the teaching staff.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/upload/iqac_act/1703265671.pdf |
| Upload any additional information | View File |

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

**7600**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes**

**organized by the institution for teaching and non teaching staff during the year**

01

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | **No File Uploaded** |
| Reports of Academic Staff College or similar centers | **No File Uploaded** |
| Upload any additional information | [View File](#) |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | [View File](#) |

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

06

| File Description | Documents |
|---|---|
| IQAC report summary | [View File](#) |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Details of teachers attending professional development programmes during the year (Data Template) | [View File](#) |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution provides training, FDPs and professional appraisal

systems to help escalate professional proficiency. Teaching Faculty & Non-Teaching Staff get opportunities for career development through Professional and technical training programme for skill enhancement, API based promotion for faculty, support for higher studies including PhD/ FDP/UGC Research Fellowships, opportunity to participate in national/international workshops/conferences etc. Teacher's Daily Progress Report is a mandatory record maintained by the faculty. These records are duly verified by the head of the institution, academic council and IQAC. Student and Alumni feedback are shared with the faculty for self assessment. The appraisal system of administrative and non-teaching staff evaluates their performance with the institutional vision and mission. The criteria of appraisal range from professional competence to personal potentialities that come under the purview of the head of the institution.

| File Description | Documents |
| --- | --- |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college administration maintains a transparent system for internal and external audits. The college conducts annual financial audits at the end of every financial year. There are two different kinds of audits followed by the college. They are – (i) Internal Audits done by Chartered Accountant appointed by GB and (ii) External Audits done by a local Auditor appointed by State Govt.The administration carries out all the rules and regulations for a transparent audit system. If any anomaly is occurred, the matter is placed in the Governing Body meeting by the Principal who is the member secretary of the GB. The anomaly or the matter is closely examined for further rectification. Moreover, Internal Audit reports are duly cross-checked and verified by the governing body of the college.

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | **No File Uploaded** |

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

**00**

| File Description | Documents |
|---|---|
| Annual statements of accounts | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | [View File]() |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

**The college depends mainly on the funds received from the Government, UGC, RUSA and the fees collected from the students.Funds and resources are mobilized and utilized in different headings—infrastructure and construction, maintenance, contingency etc.The budget and planning committee prepares the budget well in advance at the beginning of every academic session. Prior to preparation of the budget suggestions from among the teacgher through their HODs are welcome and based on the suggestions the budget is prepared accordingly. The items to be purchased are placed before purchase and utilization committee and the said items are purchased on final approval from the said committee maintaining the proper procedure.All the funds, expenditure and utilization are duly audited and placed before the GB for approval at the end of each financial year.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | [View File](View_File) |

## 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

**The IQAC of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids and developing suitable infrastructure. The IQAC has many contributions towards quality assurance and up-gradation processes in almost every sphere of the College. Some of the significant contribution of IQAC for institutionalizing the quality assurance strategies and processesare:**

1. **Constituted NEP-2020 Task Force for effective implementation of NEP 2020 under the leadership of a senior learned professor.**
2. **Introduced ERP software for online college automation system for academic and administrative functions.**
3. **Provided three months certificate course of Professional Beautician Course.**
4. **Initiated for the construction of vermicompost plant for skill based education and training.**
5. **Constructed and provided Community Service Centre in the college campus.**

| File Description | Documents |
|---|---|
| Paste link for additional information | [https://www.janatacollege.co.in/iqac_act.php](https://www.janatacollege.co.in/iqac_act.php) |
| Upload any additional information | **No File Uploaded** |

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 and recorded the incremental improvement in various activities

**The IQAC has been constituted as per the guidelines specified by**

NAAC. The primary focus of all initiatives taken by the IQAC is to provide high quality teaching learning experience where they can realize their full potential. The academic calendar and class routine are prepared by the academic council in consultation with IQAC. The periodic review meeting is conducted by the IQAC with the academic council and faculty members to review the progress on implementation of the syllabus. On that meeting daily progress report maintained by faculty members and activity reports of each department has to show. Necessary suggestions and supports are provided to the departments or to the individual teachers if required. The IQAC collects feedback from all stakeholders such as Students and Alumni. This helps in identifying our strengths and weaknesses and taking corrective measures to enhance our teaching learning endeavors.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

D. Any 1 of the above

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://www.janatacollege.co.in/minute.php |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

**INSTITUTIONAL VALUES AND BEST PRACTICES**

## 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute promotes gender equity and make effort towards gender sensitization. Various programmes are taken to ensure gender equality among the students and faculty in the campus. Some of them are:

The College has an Internal Complaints Committee to help in providing justice on any sexual harassment issue or any other gender issue.

To ensure health & hygiene of the female members, incinerator has been installed in the girls' common room in addition to attached toilets and drinking water facility.

A Day Care Centre has been made which plays a significant role in facilitating gender equity by promoting an inclusive and supportive environment where all children, regardless of their gender which in turn enables women employees to focus on their teaching and research duties.

The college has a Women Cell which plays a pivotal role in conducting various programmes related to gender equity and sensitization.

The college observed International Women Day along with the students accompanied by few lectures on gender.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.janatacollege.co.in/upload/cell_events/1702651354.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.janatacollege.co.in/gallery.php |

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-**

C. Any 2 of the above

**based energy conservation Use of LED bulbs/
power efficient equipment**

| File Description | Documents |
|---|---|
| Geo tagged Photographs | [View File](#) |
| Any other relevant information | [View File](#) |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management  Waste recycling system Hazardous chemicals and radioactive waste management

The college practices the usual routine of organising awareness programmes on on proper disposal of waste management in the college campus. The following are some of the initiatives and measures taken for proper waste management in the college campus.

1. Sufficient number of dustbins in different sizes are purchased and some few big dustbins are made from wooden trunk. These dustbins are positioned in different areas in the college campus. Solid wastes are collected from different places and dumped in these dustbins. Bio-Degradable and Non-degradable wastes are separated. Bio-Degradable waste are dumped into the vermicompost plant.

2. Liquid wastes aredrained out through the pipelines followed by a chamber and then finally into drains having outlets outside the college campus.

3. For E-Waste Managemnet and the electronic wastes such as computer monitors, printers, printer tonners, keyboards,chips, mice and cables, UPS, etc., are collected and then sold them out on aution system to various parties and bodies as scraps.

4. A Sanitary Napkin incinerator is installed near the girsls' common room adjacent to the girls' latrine of the college.for biomedical waste management.

5. For waste management and waste recycling management system the college has signed MoU with Bijni college, Chirang.

5. A one day programme was organised on AWARENESS ON SINGLE PLASTICwith Dr. Suresh Kumar Nath , Assistant Professor ,Deptt of chemistry Govt. College, Kokrajhar as Resource person

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | **No File Uploaded** |
| Geo tagged photographs of the facilities | https://www.janatacollege.co.in/upload/others/1703260079.pdf |
| Any other relevant information | View File |

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**          **B. Any 3 of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | **No File Uploaded** |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**          **A. Any 4 or All of the above**

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly  pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | View File |
| Any other relevant documents | **No File Uploaded** |

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed  through the**          **B. Any 3 of the above**

following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | **No File Uploaded** |
| Certification by the auditing agency | <u>View File</u> |
| Certificates of the awards received | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen          reading**    **B. Any 3 of the above**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | <u>View File</u> |
| Policy documents and information brochures on the support to be provided | **No File Uploaded** |
| Details of the Software procured for providing the assistance | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Janata college under IQAC maintains a rural museum where various**

items related to the ethnic communities residing in this locality are preserved for cultural harmony.Majority of thestudents mainly come from the ethnic communities like Bodo, Rabha, Rajbongshi, Santhal.The institution observes cultural events during annual college week where cultural events of various communities are presented. The college arranges a cultural procession/rally on the fiirst day of the college week.The college conducted several activities to establish and promote a healthy environment with congenial, ethical, cultural, and spiritual values. To develop the national, emotional, and religious feelings among the students and the staff, commemorative days and events are celebrated inside the campus with the initiative and support of the IQACto generate the feeling of oneness and social harmony.The college celebrates cultural and regional festivals, like freshmen social function, teacher's day, a farewell program for retired staff and outgoing students, Constitution Day and National Unity Day, Independence day, Plantation on World Environment day, NCC day, International women's day, Yoga day, AIDS Day, AZADI KA AMRIT MAHOTSAV, Satish chandra Basumatary birth day,etc..The college allows traditional dresses as college uniform on Wednesday and Saturday of every week.

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |
| Any other relevant information | No File Uploaded |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution takes up many initiatives to sensitize the students and employees of the college to the constitutional obligations and makes them aware of the values, rights, duties and responsibilities of citizens.The observation of different events such as Republic Day, Women's Day, Independence Day, Girl Child Day, Literacy Day, Martyrs' Day, student day,etc. are targetted to sensitize the students and staff.Teachers are given the responsibility to aware the students on their duties and responsibilities as a responsible citizen of the country. Beyond

this the Election Commission of the college organises students election purely based on the procedures laiddown by Election Commission of India and Lyngdoh committee reports.02 nos. of voter awareness programmes were organised to sensitised the students as a responsible citizen

| File Description | Documents |
| --- | --- |
| Details of activities that inculcate values; necessary to render students in to responsible citizens | View File |
| Any other relevant information | No File Uploaded |

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff    4. Annual awareness programmes on Code of Conduct are organized**

C. Any 2 of the above

| File Description | Documents |
| --- | --- |
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | No File Uploaded |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution takes every effort tocelebrate/ organizevarious national and international commemorative days, events and festivalssuch as the Republic Day, Independence Day, World Environment Day, International Women's Day, International Yoga

Day, Teachers Day, World Environment Day, Bhupen Hazarika death anniversary etc. Moreover, festivals like Saraswati Puja, Bwisagu, Bihu,Swatch Bharat Abhiyan, College Foundation Day, College Freshmen Social and Farewell Meetings, are regularly observed.

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | No File Uploaded |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Two Best Practices of the College

1. Title of the Practice: Reaching out Sustainable goals

Motto: Go Green, Breath Clean

Goal: In an era of anthropocene, our college aims at developing environment friendly habit to cut down carbon footprint on individual level.

The Context: Under the aegis of Eco-club, Swachh Abhiyan Committee & Extension Activity Cell, it is intended to explore and develop environment friendly habit in students in the society and around the campus.

The Practice: The convener of the afore mentioned cells along with students and NSS Cadre visit nearby villages and schools to generate awareness on different aspects of nature conservation and on habits that may help in cutting down individual carbon foot print.

2. Title of the Practice: Academic Enrichment Beyond Classroom

Motto: Igniting a lifelong passion for learning

**Goal: The goal of this practice is to broaden the scope of learning outside classroom and stipulated syllabus.**

**The Context: Students of this area are culturally rich and active in sports. Keeping in view these expertises of students the college encourage different cells to bring out learning opportunities through different external activities that may boost up their latent talent.**

**The Practice: With different extracurricular activities and events related to sports students get their opportunity to showcase their expertise. They are encouraged to participate in different cultural events arranged in and outside the college. Janata College, Serfanguri take major role in these aspects.**

| File Description | Documents |
|---|---|
| Best practices in the Institutional web site | [View File](#) |
| Any other relevant information | **No File Uploaded** |

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

**Janata College, serfanguri is playing a pivotal role in providing the under privileged tribal people belonging to Bodo, Rabha and Santhal community. The college is providing equal educational opportunities to the girls students of this locality. The college authorities, staff and students believe that the true essence of empowerment lies in creating sustained forms of emancipation by generating lasting opportunities. An awareness of the plight of the marginalized and under-represented is the antidote to the forces of self-centered gratification so prevalent in our consumerist generation.**

| Part B |
| --- |

**CURRICULAR ASPECTS**

**1.1 - Curricular Planning and Implementation**

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Janata College a constituent college to Bodoland University and hence it follows the prescribed curriculum of Bodoland University. The college operates both UG and PG having only Arts stream. Faculty members along with the Academic Council of the college regulates and monitors for implementation of the curriculum through academic schedules published at the beginning of the academic session in achieving academic excellence. The college also follows the Academic Calendar prepared by its Affiliating University. Academic Council Meeting is held at the beginning of every Academic Year for distribution of syllabus and to prepare the academic time table. Each individual teacher prepares his/her teaching plan keeping in mind the total teaching day and the allotted classes. Daily Progress report is maintained by every individual teacher. Academic Committee prepares the time table for the Sessional Exams (internal examination) and the Internal Marks obtained in the Exams are sent to the University. Regular class tests are conducted by the Departments. Subject based Seminars, Projects and home assignments are conducted in regular intervals. ICT, laptops and well equipped Computer and Education Dept. Lab are used for better translation of the syllabus. Complaints and suggestions, if any, faced by the staff and students are chalked out diligently by the academic council in consultation with the IQAC and Principal for the smooth implementation of the academic schedules and curriculum.

| File Description | Documents |
| --- | --- |
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | https://www.janatacollege.co.in/upload/action_taken/1702649080.pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Institute adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). The academic council with the help of IQAC coordinator prepares the academic calendar in conformity with the academic calendar of the affiliating university. Sessional examinations for internal marks, conduct of co-curricular activities are also scheduled in the academic calendar. Activities such as arranging field trips, Extension activities, sports, and annual events are also included. The academic council along with the IQAC and principal monitor to ascertain that curriculum schedule is implemented timely.

| File Description | Documents |
|---|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | https://www.janatacollege.co.in/upload/acalender/1678690822.pdf |

| **1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.  Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs  Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  Assessment /evaluation process of the affiliating University** | **B. Any 3 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | **No File Uploaded** |

**1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**03**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

**02**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template ) | View File |

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

**76**

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

**76**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

**1.3 - Curriculum Enrichment**

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Janata College, Serfanguri affiliated to Bodoland University amalgamates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the curriculum. These issues are properly included in the curriculum and thus effectively transmitted to the students.

Gender Issues: At undergraduate level different departments offer contents that cover gender issues on various levels. Different departments arrange departmental seminars, group discussions and talk encompassing issues connected to gender and inequality. Various days related to gender issues are celebrated by different cell.

Environmental and Sustainability: Curriculum at UG level includes papers related to Environment and Sustainability. In the CBCS syllabus AECC paper concentrates on Environmental issues and aims at achieving sustainable goals. Students are made aware of the concept of sustainability and its need for a green future. Papers like interdisciplinary Dimensions of Economics and Value added courses like sustainable development add up to the concerns of environment.

Human Values: Human values and professional ethics are taught through the content of the syllabus. Papers and topics related to human values and professional ethics at UG level are moral and legal rights, Three generation of rights Human security, cultural behaviors of Assam, Embracing Humanity etc

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | View File |

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

03

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | **No File Uploaded** |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | View File |

**1.3.3 - Number of students undertaking project work/field work/ internships**

**129**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

**1.4 - Feedback System**

| | |
|---|---|
| **1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni** | **C. Any 2 of the above** |

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | [View File](#) |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | [View File](#) |
| Any additional information(Upload) | **No File Uploaded** |

| **1.4.2 - Feedback process of the Institution may be classified as follows** | **B. Feedback collected, analyzed and action has been taken** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| URL for feedback report | https://docs.google.com/forms/d/1S3L21OMch366e-hwwVjyNpl8aPrv1M0WHPaFowBFfCU/edit#response=ACYDBNg1fGkgoQwlvXgq40psI2F45Qp0 gmAN7iMomWFVyGtZ4US5NUSsUae4xKeGguFkFuA |

| **TEACHING-LEARNING AND EVALUATION** |
|---|
| **2.1 - Student Enrollment and Profile** |
| **2.1.1 - Enrolment Number Number of students admitted during the year** |
| **2.1.1.1 - Number of sanctioned seats during the year** |
| **1800** |

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

| **2.1.2 - Number of seats filled against seats reserved for various categories (SC,  ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year  (exclusive of supernumerary seats)** |
|---|
| **2.1.2.1 - Number of actual students admitted from the reserved categories during the year** |

**1813**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

**In this college a particular mechanism has been developed to deal with advanced and slow learners . After Advanced & slow learners are being identified by analyzing their responsiveness in class and internal assessment performance various departments and different cells utilise their potentials in different fields and along with this they are fed with newer learning opportunities catering to their needs. Steps taken for Advanced learner 1.Students are served with variousprojects/practicals/programmesto improve critical thinking and 'hands on' experimental work 2. Semester toppers,university rank holders are felicitated on Annual Day. 3. Students are motivated to take upleadership roles in department/society activities to develop organisational skills andto inculcate thevalue of teamwork 4.Students are encouragedtowritearticles in the College magazines& to take up editorial positions for departmental magazines Steps taken for slow learners: 1.Faculty members list the non-performing students/slow learnersand monitor their progress 2. Teachers coordinate with parents of slow learnersto resolvetheir special needs 3. Special attention is given to resolve issues with these slow learners 4. Remedial classes are arranged for them . 5. Special online classes are arranged for these students outside the schedule of classes during the day .**

| File Description | Documents |
|---|---|
| Link for additional Information | https://www.janatacollege.co.in/upload/iqac_act/1703183169.pdf |
| Upload any additional information | View File |

## 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|---|---|
| 1829 | 24 |

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |

## 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

Teaching and learning in this college has always been student centric . Each and every department of this college aims at working on a teaching learning method which is student centric and that can help in bringing out individuality of these students . Seminar presentation, group discussions, presentation of projects , practicals , spotwriting , film and book reviewing , etc are some of the processes through which students potential and confidence is judged and then strengthened .Along with this students are encouraged to actively participate in webinars , talks , workshops and discussions arranged by different departments so that they drag out knowledge from each of them .

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Link for additional information | https://www.janatacollege.co.in/department.php |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

There are projectors installed in different classrooms and these are used by teachers in classroom teaching . Laptops are handed over to the HOD of each department so that PowerPoint presentations can be arranged on different topics of the syllabus. These PPT s are uploaded in the college website as study materials for students. Teachers of this institution use different platforms like google classroom, zoom , Google meet etc for their online classes.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://www.janatacollege.co.in/upload/iqac_act/1703057415.pdf |

## 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

## 2.3.3.1 - Number of mentors

**36**

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll. | [View File](#) |
| Circulars pertaining to assigning mentors to mentees | [View File](#) |
| mentor/mentee ratio | [View File](#) |

## 2.4 - Teacher Profile and Quality

## 2.4.1 - Number of full time teachers against sanctioned posts during the year

**24**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | [View File](#) |
| Any additional information | **No File Uploaded** |
| List of the faculty members authenticated by the Head of HEI | [View File](#) |

## 2.4.2 - Number  of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

## 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C  Superspeciality / D.Sc. / D.Litt. during the year

**14**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template) | View File |

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

**2.4.3.1 - Total experience of full-time teachers**

**528**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Janata College Serfanguri, is affiliated with Bodoland University Kokrajhar, corresponds to the academic calendar, examination and evaluation procedures established by the university for all programmes. The college academic council and examination cell headed by the vice principal of the college review the programme schedule updated by the university and decide on various aspects related to examination and evaluation process.Internal assessment is transparent: A formative and summative evaluation process is adopted to measure achievement of students.**

**Formative approach:: Attendance, Assignments, Group Discussion, Projects, Seminars, Practical, Laboratory sessions.**

**Summative approach:: Two mid term internal exams are arranged for semesters in a year. After assessment of the written scripts marksheet is displayed in the notice board and is**

uploaded in the website of the college by the administrative assistants from the general branch.

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://www.janatacollege.co.in/a_cell.php |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The students having Grievances are encouraged to put the grievance in writing and submit to the exam cell. They are also encouraged to submit their grievances online in the college website. After receiving grievances the grievance redressal cell acts promptly to address the issue and resolve the same. The cell convenes a meeting to review the case, prepare a report and take guidance from the principal of the college. The decision given by the exam cell as well as the grievance redressal cell is communicated to the students verbally and through email and SMS.

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://www.janatacollege.co.in/online/GRC/ |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

.The program outcomes have been displayed on the college website. Every department has stated the programme specific outcome in the specific slot provided to each department in the college website . These program outcomes for every course have been clearly stated.The course outcome elaborates on the content of the course and the competencies a learner would acquire after successful completion of the course. Along with the course outcomes the learner outcomes are also described. Whenever the curriculum is revised and depending on the course content the course outcomes are revisited and revised. During the induction program usually organised at the beginning of

each academic session students are made aware about the POs, PSOs and Cos. These informations on PSOs and COs definitely help students to make a choice on the course that he or she would like to pursue.

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for Additional information | https://www.janatacollege.co.in/department.php |
| Upload COs for all courses (exemplars from Glossary) | View File |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Program Outcomes (PO) of various programs offered by the college are measured on the basis of performance of the learners in different curricular and co-curricular activities. Depending on the nature of the programme, the college uses a variety of methods to measure the attainment level of Program Outcomes of the learners.

Some of these methods have been given below:

1. Continuous monitoring of students through practical and lab works.

2. Use of continuous internal evaluation through unit tests, assignments, seminars, movie review session and group discussion.

3. Participation of learners in different debate and sports competitions

4. Participation of students in different activities like Annual College Week, Youth Festival, Inter college competition etc.

5. Students' involvement in activities like tree-plantation, rain water harvesting, NSS, NCC, Swachh Abhiyan to develop responsibility towards conservation and protection of environment.

**6. Learner's involvement in field visits and study tours are used to assess social involvement skills.**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for Additional information | https://www.janatacollege.co.in/department.php |

**2.6.3 - Pass percentage of Students during the year**

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

**217**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | **Nil** |

**2.7 - Student Satisfaction Survey**

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

https://docs.google.com/forms/d/1S3L21OMch366e-hwwVjyNpl8aPrv1M0WHPaFowBFfCU/edit#responses

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**00**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | **No File Uploaded** |
| List of endowments / projects with details of grants(Data Template) | View File |

## 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

## 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

**00**

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | **No File Uploaded** |
| Supporting document from Funding Agency | **No File Uploaded** |
| Paste link to funding agency website | **Nil** |

## 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

## 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

**09**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | **No File Uploaded** |
| List of workshops/seminars during last 5 years (Data Template) | View File |

## 3.2 - Research Publications and Awards

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**

**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

**05**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of research papers by title, author, department, name and year of publication (Data Template) | <u>View File</u> |

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

**06**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List books and chapters edited volumes/ books published (Data Template) | <u>View File</u> |

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

**The extension activity cell of Janata College is active in creating awareness on various social issues within the college and even in the neighborhood areas. This cell aims at bringing out the holistic development of students while sensitizing them on issues like nature and conservation, sexual harassment, deforestation, global warming etc.**

**This year the extension activity cell in collaboration with Aranyak NGO has conducted awareness programme on nature conservation along with an essay writing competition on the same topic. Awareness on single use of plastic was initiated by this cell in collaboration with Eco-club. This awareness drive**

on single use plastic was carried forward with Art and essay writing competitions on various negative aspects of single use plastic, global warming and deforestation.

To sensitize students as well as teachers on the pathetic condition of Third Gender people Pride Day was celebrated. Students were given the opportunity to boost up their knowledge on various aspects of gender issues while participating in various literary events of Bodoland Knowledge festival. Apart from this one day lecture on Research Methodology was organized by extension activity cell to develop competencies on research and its methodologies.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/a_cell.php |
| Upload any additional information | View File |

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

04

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year(Data Template) | View File |
| e-copy of the award letters | View File |

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

11

| File Description | Documents |
|---|---|
| Reports of the event organized | View File |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template) | View File |

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**216**

| File Description | Documents |
|---|---|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

**00**

| File Description | Documents |
|---|---|
| e-copies of linkage related Document | No File Uploaded |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | No File Uploaded |

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

`00`

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

**INFRASTRUCTURE AND LEARNING RESOURCES**

**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

**Janata College is operating with 36 nos. of classrooms out of which 07 nos. are largewith siting capacity of 110students; 05 nos. are smart classrooms. All the classroom are furnished with white board for better visibility, 01 no. seminar hall equipped with modern amenities with a sitting capacity of 100 students. One of the 3 Large classrooms is equipped with a projectorused both for teaching-learning purposes as well as for departmental seminar. 1 nos Meeting hall has been constructed with a sitting capacity of 300 students having a podium one side having two large class rooms used for MA classes. The college also have 09 nos. of departmental rooms with laptop and desktop equipped with Wi-Fi facility. The college also have 02 nos. of laboratories viz. Education lab and computer lab. The computer lab is having 39 nos. of computer with Lan connection and internet facilities having 300mbps speed. Janata College library is equipped with semi digital facilities with advanced search system and 05 nos. of computer for the use of student and faculty members. The enlist INFLIBNET facility provides the student and the faculty members the provision of accessing the E- Journal , E- book.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.janatacollege.co.in/index.php |

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

The institution has adequate facilities for sports, games. The institution has both indoor and outdoor stadium as well as yoga centre. The institution gives utmost importance to the overall development of the students and organizes various sports, games, and cultural activities on campus regularly.

The college has the following Facilities and Infrastructure available for the students:

1. There is a well-equipped modern Indoor Stadium in the college. The Indoor Stadium of the college is equipped with One Badminton Court and 2(two) Table Tennis courts along sufficient numbers of Carom, Chess etc.
2. For Outdoor games, there is a Mini Football Stadium with football nets having sufficient space for athletics and kabaddi.
3. The college has One volleyball court with proper volleyball nets.
4. The institution also has a Basketball court which is newly constructed beside the mini football stadium.
5. The institution also has a yoga centre run with one instructor.
6. Girls' common room and Boys' common rooms are provided with caroms and chess etc.

Besides, the college also organises "Annual college week" for sports, literary and cultural events every year to exhibit students' hidden talents in co-curricular and extra-curricular activities. College teams take part in various Inter-College sports and cultural tournaments.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.janatacollege.co.in/gallery.php |

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

**04**

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

**04**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://janatacollege.co.in/admin/viewimages.php |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | [View File](#) |

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

**11615631**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Upload audited utilization statements | **No File Uploaded** |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | [View File](#) |

| **4.2 - Library as a Learning Resource** |
| --- |
| 4.2.1 - Library is automated using Integrated Library Management System (ILMS) |
| The college has a separate three storeyed Central Library building situated in the college campus.The total area of the college library is 679 sq. metres with the total seating capacity of 50 students. Whereas the total seating capacity of the teachers is 10. The library provides individual reading carrels, lounge area for browsing and relaxed reading and IT zone for accessing e-resources. The library is installed with 6 numbers of CCTVs for additional safety and security along with fire safety units. Power backup is also provided for continuous supply of power.The college has a Library committee consisting of talented staff supported by the college authorities. The college Library has a good number of collection ofbooks consisting of texts and reference books along withJournals. There are also vast number of Dictionaries, Encyclopaedias of Britannica and Gazetteers. Reprographic and Wi-Fi facilities are provided to the stakeholders. Acquisition of books and journals, Library administration, OPAC, etc. have been fully computerized for easy access of information. Students can access and download the E-Sources with the help of Library websites and INFLIBNET. |

| File Description | Documents |
| --- | --- |
| Upload any additional information | [View File](#) |
| Paste link for Additional Information | http://www.janatacollege.co.in/library.php |

| **4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** | C. Any 2 of the above |
| --- | --- |

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <u>View File</u> |

## 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

## 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

**135125**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Audited statements of accounts | **No File Uploaded** |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | <u>View File</u> |

## 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

## 4.2.4.1 - Number of teachers and students using library per day over last one year

**20000**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Details of library usage by teachers and students | <u>View File</u> |

## 4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

**Janata College strives to provide state-of-the-art technologies and updated ICT facilities for ensuring efficient functioning. With increasing demand of IT facilities and internet access inside the campuses, the college is keenly stepping forward to update ICT facilities and to setup secured-stable Wi-Fi**

network. The college offers variety of IT facilities. There are computer labs, printers, Xerox machines, and internet connection. The college provides secure and high speed network connections in all the departments. Administrative and offices are also provided with high speed Wi-Fi facility with sufficient computers. The college has suffisicientnumbers of Computers used for administrative purposes, five sets of Projectors with screen, one set of LCD T.V with DVD player, 10 K.V.A power UPS, six number of Photocopier cum Printers, 7 numbers of H.P Laser printers, three numbers of voltage stabilizer, one number of barcode reader, 1 nos of bar code printer, smart power online UPS 3 K.V.S, Educational Laboratory equipment, Generator set 10 K.V.S. and one set of Honda generator. The college has a 2 MBPS BSNL data circuit connection to provide internet facility. The campus Wi- Fi facility has been provided recently covering the departments, library, administration and computer lab. The college also introduced ERP, an online college automation for academic and administrative purposes.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.janatacollege.co.in/upload/naac/1702976545.pdf |

## 4.3.2 - Number of Computers

55

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Student – computer ratio | [View File](#) |

| 4.3.3 - Bandwidth of internet connection in the Institution | B. 30 - 50MBPS |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

## 4.4 - Maintenance of Campus Infrastructure

### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

**9096182**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Audited statements of accounts. | **No File Uploaded** |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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.

**Janata College follows effective mechanisms for maintenance and utilization of physical, academic and support facilities. AllHoDs and office staff are involved in infrastructure maintenance. The budget and planning committee prepares the budget at the beginning of every academic year for new purchase of the physical, academic and support facilities. The purchase are executed on approval from the purchasing and utilisation committee. The new construction is executed by the construction committee. The annual budget preparedis placed before GB for final approval. Most of the physical, academic and support facilities are maintained by various sub-committees and cells. The facilities in the library are maintained by the library staff. Departmental libraries are maintained by the department concerned. Classrooms cleaning and maintenance are done**

regularly by the Grade-IV staff. The library committee monitors the overall functioning of the central library. Books and other infrastructure of the library are procuredafter the approval from the principal. The teacher in charge for sports facilitates required sports equipment in coordination with the college authority and Union Body. Maintenance of all facilities and cleanliness of environment in the campus maintained by Swachh Bharat Abhiyan committee, Yuva Toursim Cell,NSS, NCC .

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.janatacollege.co.in/index.php |

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1813

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1813

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | [View File]() |

| **5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills** | **C. 2 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Link to institutional website | https://www.janatacollege.co.in/yoga_activities.php |
| Any additional information | [View File]() |
| Details of capability building and skills enhancement initiatives (Data Template) | [View File]() |

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**00**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**00**

| File Description | Documents |
|---|---|
| Any additional information | [View File]() |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | [View File]() |

| **5.1.5 - The Institution has a transparent** | **A. All of the above** |
|---|---|

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | **No File Uploaded** |
| Details of student grievances including sexual harassment and ragging cases | View File |

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

**00**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | **No File Uploaded** |

**5.2.2 - Number of students progressing to higher education during the year**

**5.2.2.1 - Number of outgoing student progression to higher education**

**26**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | View File |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

**00**

| File Description | Documents |
|---|---|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

**01**

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The administration of the college takes keen interests in managing students participation in various administrative, co-curricular and extracurricular activities. Some of the areas where students' participation are made mandatory are as follows:

1. Students' participation in the formation of Union Body through election in a secret ballot system

2. Students manage and actively participate in the annual college week every year

3. Events like freshmen social day, teachers, observation of Satish Chandra Basumatary day, Republic Day, Independence day are organised.

4. Saraswati Puja, is exclusively observed by the students of the college. Students from all religious background warmly participate in all the activities related to Saraswati puja.

5. Students active participation is widely seen in the events organised by various cells of the college.

6. Students participation in bringing out college magazine and wall magazines of different departments of the college is commendable.

7. Students are involved in various sub-committees or cells of the college such as Grievance Redressal Cell, Complaint Committee, Anti Sexual Harassment Cell, NSS, NCC, Cultural Committee, sports committee, Anti-Ragging Cell, etc.

| File Description | Documents |
| --- | --- |
| Paste link for additional information | https://www.janatacollege.co.in/cell.php |
| Upload any additional information | View File |

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

01

| File Description | Documents |
|---|---|
| Report of the event | **No File Uploaded** |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | View File |

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Although the institution does not have a registered Alumni association at present, the alumni of the college actively participate in the process of development of the college and provide valuable suggestions for creating a congenial academic ambiance in the college. The Alumni Association and its members are very cooperative in rendering other supportive services such as participating in various college programs, meetings, or in any other activities whenever invited or requested.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/a_cell.php |
| Upload any additional information | View File |

| **5.4.2 - Alumni contribution during the year (INR in Lakhs)** | E. <1Lakhs |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | View File |

| GOVERNANCE, LEADERSHIP AND MANAGEMENT |
|---|

**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the College is reflective and in tune with its vision and mission. The Vision and Mission of the college were forged in year 1977. The administration of college reflects its characteristics through participative management in every walk of its activities. In order to give a shape to the vision and mission of the college, the Principal carries out various action plans and policies with the help of the qualified and competent faculty members from various departments through regular meetings for the improvement of the college systems. The governance steers the institution through various practices including decentralized and participatory governance system towards achieving its stated goal such as: To impart higher education to the eligible youths in general and SC, ST, OBC & MOBC; in particular; To arrange remedial teaching for the upliftment of the students of the weaker section; To make conscious effort to promote ideas of national integration, secularism, a scientific outlook and a cosmopolitan and a humanistic approach towards life; To train up the students for future self-employment; To take special care for easy accessibility for woman education.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/about.php |
| Upload any additional information | View File |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institutional management is participatory and decentralized related to Leadership, Management and Governance. The effective leadership comprises the Principal, Governing body, IQAC, the HOD's of all departments, and Convener of curricular and co-curricular committees leads collectively for establishing a conducive academic atmosphere in the institute. The governing body is the apex body of the institution where the principal is the ex-officio secretary. Governing body monitors every academic and administrative along with infrastructure related

matter. The various committees are also established in the college to ensure effective management and governance of administrative, development of policies , forming their guidelines, their implementation and regulation and timely monitoring which are includes:The faculty members are appointed as the members of all these committees and cells and motivated to work creatively. The Students' Council of Janata College, Sefanguri is a statutory elected body of students functioning under the guidance of Staff Advisors and facilitates student-centric education. The Administrative staff works under the captaincy of the Superintendent, help realize the administrative goals of the institution.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/cell.php |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic action plan of Janata College, Serfanguri was drawn up to address short and long term perspectives. The strategic plans were designed in consultation with the various committees of the college. Perspective plan of 2022-23 are following:

- To make efforts towards inculcating a culture of research and collaboration in the institution through applying for grants, conducting workshops, seminars, joint research and publications, FDP.
- To publish the Peer-reviewed journal of college: Aithun and Aaijw by allowing young researchers and faculty members to publish their work.
- Enrichment of Mentor-mentee system to develop teacher-student bonding.
- To facilitate more ICT classroom for making teaching and learning process in a better manner.
- The institution has decided to make MoUs/Collaborations with industries and other institutes for research purposes.
- Initiate for introducing professional course and skill

- based certificate courses to develop self-capacitating skill sets of students.
- To conduct the Academic and Administrative Audit, Green audit, Energy audit and Environment audit for the adequacy of resources and future requirements.
- To initiate the process of building a Girls' hostel for the students of the college.
- Fund initiated to purchase books for every departments.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File](#) |
| Paste link for additional information | https://www.janatacollege.co.in/upload/iqac_act/1703235206.pdf |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functional organization of college is divided into two parts i.e. Academic and Administrative. It consisted Governing Body, Principal, IQAC, teaching staff, non-teaching staff, and students. The Governing Body of the College meets at least thrice a year to discuss issues regarding the overall development of the College. The principal is assisted by HoD's of different Departments, the faculty members, the Academic Advisory Committee (AAC), and the Administrative Staff which encompasses the Administrative Officer, Section Officers, Senior and Junior Office Assistants and other support staff. The Internal Quality Assurance Cell (IQAC) of the college works towards the realization of quality enhancement and monitors its internal quality. Student Council meetings are held regularly to address student-related issues and organize extracurricular activities. The Library's organizational structure includes the Librarian, Assistant Librarian, Library clerks, and attendants. Various committees are constituted for planning and executing academic, administrative, and extra-curricular activities.

Service Rules: Rules and conditions of service, the institute follows the rules and regulations laid down by UGC, the Government of Assam and affiliating University.

Procedures for the Recruitment: Permanent posts are recruited

as per the norms of the UGC, Government of Assam and affiliated University. The Principal recruits part-time faculties as per the norms of the UGC and university.

Procedures for the Promotion: Promotion to the faculty is given according to the guidelines of UGC, the Government of Assam and affiliated University.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/index.php |
| Link to Organogram of the Institution webpage | https://www.janatacollege.co.in/upload/data_template/1702661518.pdf |
| Upload any additional information | No File Uploaded |

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

B. Any 3 of the above

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | No File Uploaded |
| Screen shots of user interfaces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

## 6.3 - Faculty Empowerment Strategies

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

Many welfare measures are available for teaching and non-teaching staff of our institute which are the following:

- Institution grants duty leave for Professional Development Programme (PDP) like Refresher course, Orientation Programme, short term course, Workshops, Seminars, and Conferences etc.

- Casual leave, Medical leave, Maternity leave, Child care leave, study leave are granted for employees.
- Availability of canteen facility.
- Availability WI-FI facility.
- Janata College has made a provision of loans for teaching and non-teaching staff from Janata College Threft and Credit co-operative society upto Rs. 10 Lakh. This credit society provides long term, medium term, short term, and emergency loan.
- General Provident Fund (GPF) schemes are available.
- New pension scheme (NPS)/DCPS is applied to the staffs who are appointed on or after February 2005.
- Annual Picnics, celebration of festivals, and Staff Day Celebration.
- Facility of Staff- quarters.
- Grievance Redressal Cell
- Internal Complaints Committee
- Parking facilities for both teaching and administrative staff
- Clean drinking water facilities.
- Facilities of ramps for PWBDs.
- Laptop/Desktop facilities are provided in the library and each department.
- Separate department rooms are provided with wi-fi facility to the teaching staff.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/upload/iqac_act/1703265671.pdf |
| Upload any additional information | View File |

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

7600

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

01

| File Description | Documents |
|---|---|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

06

| File Description | Documents |
|---|---|
| IQAC report summary | [View File](#) |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Details of teachers attending professional development programmes during the year (Data Template) | [View File](#) |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

**The institution provides training, FDPs and professional appraisal systems to help escalate professional proficiency. Teaching Faculty & Non-Teaching Staff get opportunities for career development through Professional and technical training programme for skill enhancement, API based promotion for faculty, support for higher studies including PhD/ FDP/UGC Research Fellowships, opportunity to participate in national/international workshops/conferences etc. Teacher's Daily Progress Report is a mandatory record maintained by the faculty. These records are duly verified by the head of the institution, academic council and IQAC. Student and Alumni feedback are shared with the faculty for self assessment. The appraisal system of administrative and non-teaching staff evaluates their performance with the institutional vision and mission. The criteria of appraisal range from professional competence to personal potentialities that come under the purview of the head of the institution.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | **No File Uploaded** |

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the

various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

**The college administration maintains a transparent system for internal and external audits. The college conducts annual financial audits at the end of every financial year. There are two different kinds of audits followed by the college. They are – (i) Internal Audits done by Chartered Accountant appointed by GB and (ii) External Audits done by a local Auditor appointed by State Govt.The administration carries out all the rules and regulations for a transparent audit system. If any anomaly is occurred, the matter is placed in the Governing Body meeting by the Principal who is the member secretary of the GB. The anomaly or the matter is closely examined for further rectification. Moreover, Internal Audit reports are duly cross-checked and verified by the governing body of the college.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | **No File Uploaded** |

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

**00**

| File Description | Documents |
|---|---|
| Annual statements of accounts | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | <u>View File</u> |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

**The college depends mainly on the funds received from the Government, UGC, RUSA and the fees collected from the**

students.Funds and resources are mobilized and utilized in different headings—infrastructure and construction, maintenance, contingency etc.The budget and planning committee prepares the budget well in advance at the beginning of every academic session. Prior to preparation of the budget suggestions from among the teacgher through their HODs are welcome and based on the suggestions the budget is prepared accordingly. The items to be purchased are placed before purchase and utilization committee and the said items are purchased on final approval from the said committee maintaining the proper procedure.All the funds, expenditure and utilization are duly audited and placed before the GB for approval at the end of each financial year.

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | [View File](#) |

## 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

The IQAC of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids and developing suitable infrastructure. The IQAC has many contributions towards quality assurance and up-gradation processes in almost every sphere of the College. Some of the significant contribution of IQAC for institutionalizing the quality assurance strategies and processesare:

1.  Constituted NEP-2020 Task Force for effective implementation of NEP 2020 under the leadership of a senior learned professor.
2.  Introduced ERP software for online college automation system for academic and administrative functions.
3.  Provided three months certificate course of Professional Beautician Course.
4.  Initiated for the construction of vermicompost plant for skill based education and training.
5.  Constructed and provided Community Service Centre in the college campus.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.janatacollege.co.in/iqac_act.php |
| Upload any additional information | **No File Uploaded** |

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 and recorded the incremental improvement in various activities

**The IQAC has been constituted as per the guidelines specified by NAAC. The primary focus of all initiatives taken by the IQAC is to provide high quality teaching learning experience where they can realize their full potential. The academic calendar and class routine are prepared by the academic council in consultation with IQAC. The periodic review meeting is conducted by the IQAC with the academic council and faculty members to review the progress on implementation of the syllabus. On that meeting daily progress report maintained by faculty members and activity reports of each department has to show. Necessary suggestions and supports are provided to the departments or to the individual teachers if required. The IQAC collects feedback from all stakeholders such as Students and Alumni. This helps in identifying our strengths and weaknesses and taking corrective measures to enhance our teaching learning endeavors.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | **No File Uploaded** |

| | |
|---|---|
| **6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** | **D. Any 1 of the above** |

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://www.janatacollege.co.in/minute.php |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | **No File Uploaded** |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute promotes gender equity and make effort towards gender sensitization. Various programmes are taken to ensure gender equality among the students and faculty in the campus. Some of them are:

The College has an Internal Complaints Committee to help in providing justice on any sexual harassment issue or any other gender issue.

To ensure health & hygiene of the female members, incinerator has been installed in the girls' common room in addition to attached toilets and drinking water facility.

A Day Care Centre has been made which plays a significant role in facilitating gender equity by promoting an inclusive and supportive environment where all children, regardless of their gender which in turn enables women employees to focus on their teaching and research duties.

The college has a Women Cell which plays a pivotal role in conducting various programmes related to gender equity and sensitization.

The college observed International Women Day along with the students accompanied by few lectures on gender.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.janatacollege.co.in/upload/cell_events/1702651354.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.janatacollege.co.in/gallery.php |

| **7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy           Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment** | **C. Any 2 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management  Waste recycling system Hazardous chemicals and radioactive waste management

**The college practices the usual routine of organising awareness programmes on on proper disposal of waste management in the college campus. The following are some of the initiatives and measures taken for proper waste management in the college campus.**

**1. Sufficient number of dustbins in different sizes are purchased and some few big dustbins are made from wooden trunk. These dustbins are positioned in different areas in the college campus. Solid wastes are collected from different places and dumped in these dustbins. Bio-Degradable and Non-degradable wastes are separated. Bio-Degradable waste are dumped into the vermicompost plant.**

**2. Liquid wastes aredrained out through the pipelines followed by a chamber and then finally into drains having outlets**

outside the college campus.

3. For E-Waste Managemnet and the electronic wastes such as computer monitors, printers, printer tonners, keyboards,chips, mice and cables, UPS, etc., are collected and then sold them out on aution system to various parties and bodies as scraps.

4. A Sanitary Napkin incinerator is installed near the girsls' common room adjacent to the girls' latrine of the college.for biomedical waste management.

5. For waste management and waste recycling management system the college has signed MoU with Bijni college, Chirang.

5. A one day programme was organised on AWARENESS ON SINGLE PLASTICwith Dr. Suresh Kumar Nath , Assistant Professor ,Deptt of chemistry Govt. College, Kokrajhar as Resource person

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | https://www.janatacollege.co.in/upload/others/1703260079.pdf |
| Any other relevant information | View File |

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

B. Any 3 of the above

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | No File Uploaded |

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for**

A. Any 4 or All of the above

**greening the campus are as follows:**

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | *View File* |
| Any other relevant documents | **No File Uploaded** |

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

| | |
|---|---|
| **7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities** | **B. Any 3 of the above** |

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | **No File Uploaded** |
| Certification by the auditing agency | *View File* |
| Certificates of the awards received | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

| | |
|---|---|
| **7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software,** | **B. Any 3 of the above** |

**mechanized equipment    5. Provision for enquiry and  information : Human assistance, reader, scribe, soft copies of reading material, screen             reading**

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | [View File](#) |
| Policy documents and information brochures on the support to be provided | **No File Uploaded** |
| Details of the Software procured for providing the assistance | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Janata college under IQAC maintains a rural museum where various items related to the ethnic communities residing in this locality are preserved for cultural harmony.Majority of thestudents mainly come from the ethnic communities like Bodo, Rabha, Rajbongshi, Santhal.The institution observes cultural events during annual college week where cultural events of various communities are presented. The college arranges a cultural procession/rally on the fiirst day of the college week.The college conducted several activities to establish and promote a healthy environment with congenial, ethical, cultural, and spiritual values. To develop the national, emotional, and religious feelings among the students and the staff, commemorative days and events are celebrated inside the campus with the initiative and support of the IQACto generate the feeling of oneness and social harmony.The college celebrates cultural and regional festivals, like freshmen social function, teacher's day, a farewell program for retired staff and outgoing students, Constitution Day and National Unity Day, Independence day, Plantation on World Environment day, NCC day, International women's day, Yoga day, AIDS Day, AZADI KA AMRIT MAHOTSAV, Satish chandra Basumatary birth day,etc..The college allows traditional dresses as college uniform on Wednesday and Saturday of every week.**

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |
| Any other relevant information | **No File Uploaded** |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

**The institution takes up many initiatives to sensitize the students and employees of the college to the constitutional obligations and makes them aware of the values, rights, duties and responsibilities of citizens.The observation of different events such as Republic Day, Women's Day, Independence Day, Girl Child Day, Literacy Day, Martyrs' Day, student day,etc. are targetted to sensitize the students and staff.Teachers are given the responsibility to aware the students on their duties and responsibilities as a responsible citizen of the country. Beyond this the Election Commission of the college organises students election purely based on the procedures laiddown by Election Commission of India and Lyngdoh committee reports.02 nos. of voter awareness programmes were organised to sensitised the students as a responsible citizen**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | [View File](#) |
| Any other relevant information | **No File Uploaded** |

| | |
|---|---|
| **7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff** | **C. Any 2 of the above** |

| | |
|---|---|
| **4. Annual awareness programmes on Code of Conduct are organized** | |

| File Description | Documents |
|---|---|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | **No File Uploaded** |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

**The institution takes every effort tocelebrate/ organizevarious national and international commemorative days, events and festivalssuch as the Republic Day, Independence Day, World Environment Day, International Women's Day, International Yoga Day, Teachers Day, World Environment Day, Bhupen Hazarika death anniversary etc. Moreover, festivals like Saraswati Puja, Bwisagu, Bihu,Swatch Bharat Abhiyan, College Foundation Day, College Freshmen Social and Farewell Meetings, are regularly observed.**

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | **No File Uploaded** |

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Two Best Practices of the College**

**1. Title of the Practice: Reaching out Sustainable goals**

Motto: Go Green, Breath Clean

Goal: In an era of anthropocene, our college aims at developing environment friendly habit to cut down carbon footprint on individual level.

The Context: Under the aegis of Eco-club, Swachh Abhiyan Committee & Extension Activity Cell, it is intended to explore and develop environment friendly habit in students in the society and around the campus.

The Practice: The convener of the afore mentioned cells along with students and NSS Cadre visit nearby villages and schools to generate awareness on different aspects of nature conservation and on habits that may help in cutting down individual carbon foot print.


2. Title of the Practice: Academic Enrichment Beyond Classroom

Motto: Igniting a lifelong passion for learning

Goal: The goal of this practice is to broaden the scope of learning outside classroom and stipulated syllabus.

The Context: Students of this area are culturally rich and active in sports. Keeping in view these expertises of students the college encourage different cells to bring out learning opportunities through different external activities that may boost up their latent talent.

The Practice: With different extracurricular activities and events related to sports students get their opportunity to showcase their expertise. They are encouraged to participate in different cultural events arranged in and outside the college. Janata College, Serfanguri take major role in these aspects.

| File Description | Documents |
|---|---|
| Best practices in the Institutional web site | View File |
| Any other relevant information | No File Uploaded |

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Janata College, serfanguri is playing a pivotal role in providing the under privileged tribal people belonging to Bodo, Rabha and Santhal community. The college is providing equal educational opportunities to the girls students of this locality. The college authorities, staff and students believe that the true essence of empowerment lies in creating sustained forms of emancipation by generating lasting opportunities. An awareness of the plight of the marginalized and under-represented is the antidote to the forces of self-centered gratification so prevalent in our consumerist generation.

| File Description | Documents |
|---|---|
| Appropriate web in the Institutional website | [View File](#) |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

The college shall have the following plan of action for the next year:

1. Enhancing the infrastructure of the college to facilitate best quality education that includes physical space, information systems, and updated library e-resources
2. Initiate for introducing Add on programmes and more skill based certificate courses
3. Initiate signing of more MoUs with premier institutions, industries, NGOs etc.
4. More Class room facilities to be improvised with ICT facilities
5. Initiate to organise few International and National Seminars
6. Encourage faculties to publish more research papers and to undertake research projects.
7. Registration of Janata College Alumni Association
8. To purchase books and journals and to extend more online facilities to the students and faculties.