

**The Annual Quality Assurance Report (AQAR)
(Session: 2011 – 2012)**



SUBMITTED BY

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The Annual Quality Assurance Report (AQAR) of the IQAC (2011 – 2012)

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	Tihu College
1.2 Address Line 1	P. O. - Tihu
Address Line 2	Dist. - Nalbari
City/Town	Tihu
State	Assam
Pin Code	781371
Institution e-mail address	tihucollege@rediffmail.com
Contact Nos.	03624-281238
Name of the Head of the Institution:	Dr. Kishore Kr. Talukdar
Tel. No. with STD Code:	03624-281238
Mobile:	09435310973

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	75.25	2004	2004 - 2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

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

- i. AQAR _____ 18-12-2015 _____ (DD/MM/YYYY)4
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

The College introduced BCA course in 2008 and PGDCA course in 2011 under Gauhati University as self-financing programmes.

1.12 Name of the Affiliating University (for the Colleges)

Gauhati University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other (<i>Specify</i>)	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="4"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="--"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held :	02

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="--"/>	Faculty	<input type="text" value="02"/>
	Non-Teaching Staff	<input type="text" value="--"/>	Students	
	Alumni	<input type="text" value="--"/>	Others	<input type="text" value="--"/>

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

--

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. No International No National No State No Institution Level No

(ii) Themes

Nil

2.14 Significant Activities and contributions made by IQAC

1. Ensuring quality education.
2. Maintenance of good academic atmosphere.
3. Inspiring faculty members to attend Refresher Course, Orientation Course etc.
4. Inspiring faculty members to attend seminars, workshops, conferences etc.
5. Promoting co-curricular activities in the college.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year :

Plan of Action	Achievements
i) Encouraging the faculty members to involve in research activities.	i) A good number of faculty members published research papers. Secondly, the college itself published 'Tihu College Research Journal'.
ii) Encouraging faculty members to attend seminars, workshops, conferences etc.	ii) Most of the faculty members attended national seminars and workshop with papers.
iii) Encouraging the departments to hold departmental seminars.	iii) Most departments organized departmental seminars inviting resource persons from outside.
iv) Inspiring the students to publish wall magazine.	iv) Many departments published their own wall magazines.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Nil

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	14	0	0	0
PG Diploma	0	0	1	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	1	0
Others	0	0	0	0
Total	14	0	2	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02 (BA/BSc 1 st Semester)
Trimester	
Annual	02 (BA/BSc 2 nd & 3 rd year)

1.3 Feedback from stakeholders* Alumni Parents Employers Students
 (On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	54	19	32	00	03

2.2 No. of permanent faculty with Ph.D. 13

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	00	02	00	00	00	00	00	00	00	02

2.4 No. of Guest and Visiting faculty and Temporary faculty 00 00 10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	13	07
Presented papers	01	42	05
Resource Persons	00	01	00

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

The College arranged special talks, lectures inviting experts in various fields as resource persons.

2.7 Total No. of actual teaching days during this academic year 190

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) No

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

01	--	--
----	----	----

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A.	185	3.24 %	7.56 %	44.86 %	22.16 %	74.59 %
B. Sc	13	23.07 %	23.07 %	53.84 %	00 %	76.92 %
B. C. A.	11	--	81.81 %	9.09 %	00 %	90.90 %

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

The IQAC of the college regularly monitors whether favourable academic atmosphere is maintained or not. The cell also gives suggestions to the college authority regarding various academic matters to ensure quality education.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	--
HRD programmes (Short Term Course)	02
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	28	01	00	02
Technical Staff	--	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC of the college always keeps in touch with the Tihu College Research Committee and helps the committee to promote research climate in the college.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	01	
Outlay in Rs. Lakhs		2,17,250/-	1,06,00/-	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects 1. Prakash Medhi	18 months	UGC	1,06,000/-	1,06,000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

--

--

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

--

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

JRF --

SRF --

Project Fellows --

Any other --

3.21 No. of students Participated in NSS events:

University level -- State level --

National level -- International level --

3.22 No. of students participated in NCC events:

University level -- State level 39

National level -- International level --

3.23 No. of Awards won in NSS:

University level -- State level --

National level -- International level --

3.24 No. of Awards won in NCC:

University level -- State level --

National level -- International level --

3.25 No. of Extension activities organized

University forum --

College forum 02

NCC --

NSS --

Any other --

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

- A crash course was conducted by the institution for the students of the college as well as the outside participants inviting experts in various areas.
- A 'Professional Skill and Career Counselling Development Programme' was conducted.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	31622.136 sq. mts.			31622.136 sq. mts.
Class rooms	26	--	--	26
Laboratories	06	--	--	06
Seminar Halls	01	--	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	02	02	UGC & College Fund	04
Value of the equipment purchased during the year (Rs. in Lakhs)	5,50,083/-	23,97,90/-	--	7,89,873/-
Others	--	--	--	--

4.2 Computerization of administration and library

The office and the library have been computerized with internet facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25,298	25,35,038/-	520	1,30,104/-	25,818	26,65,142/-
Reference Books	7650	2,93,500/-	250	52,500/-	7,900	3,46,000/-
e-Books	--	--	--	--	--	--
Journals	1	330	0	0	1	330
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify) Manuscripts	39	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	24	1	7	3	3	1	14	--
Added	3	0	0	2	0	1	0	--
Total	27	1	7	5	3	2	14	--

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

A branch of CIC is functioning in the college campus. The teachers and students of the college have ample to have computer training. They have also the facility of internet access in the centre.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2,73,500/-
ii) Campus Infrastructure and facilities	22,80,315/-
iii) Equipments	22,02,369/-
iv) Others	65,000/-
Total :	48,21,184/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC of the college inspire the students for the use of best possible facilities provided by the college. It motivates the students to get involved in innovative works. It also motivates them to conduct programmes like plantation of rare trees, campus cleaning, publication of wall magazine, observance of various days etc.

5.2 Efforts made by the institution for tracking the progression

The Principal of the college often sits with the Heads of the Departments to discuss the progression of the students. Secondly, the College Authority conducts Guardians' Meets to track the progression of the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1171	--	--	BCA : 02 PGDCA : 20

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	--	--		--	--

Last Year (2010 – 2011)						This Year (2011 – 2012)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
794	94	40	117	00	1045	772	142	56	201	01	1171

Demand ratio 1.11 : 1 Dropout % 10.12 %

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

The Information and Career Guidance Cell conducted programmes to prepare students for competitive examinations.

No. of students beneficiaries

80

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

5.6 Details of student counselling and career guidance

A job oriented training programme for students was conducted during summer vacation.

No. of students benefitted

106

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	52	75,064/-
Financial support from government	228	8,48,980/-
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Tihu College aspires to bring the benefit of higher education to the semi-urban and rural masses, especially to the poorer section of the society, with a more caring and supportive understanding of the socio-economic milieu, which will equip them to meet the challenges of changing times in a much more organized and scientific. Special attention has been given to the development of an all-round personality of the students.

COLLEGE MOTTO: MARCH AHEAD FOR EXCELLENCE

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

As far as the curriculum development is concerned, the college follows the instructions of its parent university.

6.3.2 Teaching and Learning

Strategies adopted by the college in Teaching and Learning are:

- i) Use of audio-visual aids.
- ii) Conducting educational tours, excursions etc.
- iii) Conducting departmental seminar, talks etc.
- iv) Involving the students in group discussions, paper presentation etc.
- v) Students are given home assignments and class tests are taken regularly.

6.3.3 Examination and Evaluation

The college follows the guidelines of Gauhati University regarding university examinations and evaluation of answer scripts. But, the dates of sessional examinations are fixed by the college itself. The college always makes efforts to conduct the examinations fairly and smoothly.

6.3.4 Research and Development

The Research, Consultancy and Extension Cell of the college encourages the faculty members to undertake research activities. The cell also publishes annually 'Tihu College Research Journal'.

6.3.5 Library, ICT and physical infrastructure / instrumentation

A good number of books were purchased and a few journals are subscribed for library improvement. Teaching aids were purchased. Instruments were purchased for the laboratories.

6.3.6 Human Resource Management

The faculty members were allowed to attend Refresher Course, Orientation Course and Short-term Course. They participated in the seminars, conferences, workshops etc. The college authority always encourages the faculty members to involve in research activities.

6.3.7 Faculty and Staff recruitment

For faculty and staff recruitment the college follows the rules and regulations of the UGC and Assam Govt. Part-time teachers and temporary staff were appointed by the college authority.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

The college admitted the students into various courses on merit basis and selection list was displayed on the notice board prior to the admission. If some seats remained vacant, a second list was also hanged on merit basis. Following the rules and regulations of Assam Govt. a few seats are reserved for SC, ST, OBC and PH students. Such students are also selected on merit basis.

6.4 Welfare schemes for

Teaching	Group Insurance Scheme
Non teaching	Group Insurance Scheme
Students	Teachers' Memorial award, Kuladhar Kalita Memorial Award, Dr. Nripendra Malla Buzarbaruah Award

6.5 Total corpus fund generated

1,00,000/-

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	College Academic Committee
Administrative	Yes	Govt. Auditor	Yes	Office Accountant

6.8 Does the University/ Autonomous College declares results within 30 days? : Not Applicable

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

The Alumni Association offers various suggestions for the uplift of the college.

6.12 Activities and support from the Parent – Teacher Association

The parents/guardians were invited to the Guardians' Meet conducted by the College Authority. They gave suggestions on various matters particularly on academic matter.

6.13 Development programmes for support staff

Nil

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

The College Authority always endeavours to make the campus eco-friendly. The College is already surrounded by many trees. The authority gives utmost emphasis on plantation. Many rare trees have already planted in the college campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Remedial classes for students were conducted for slow learners and students belonging to reserved category.
2. Various Days such as World Environment Day, World AIDS Day were observed to create awareness among the students.

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

1. Some classrooms were renovated.
2. Cut of Mark system was introduced for getting admission into some departments.
3. Equipments were purchased for laboratories.

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

1. Cooling Water System
2. Opening of Post Graduate Diploma of Computer Application (PGDCA)

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

7.4 Contribution to environmental awareness / protection

The College Authority always endeavours to make the campus eco-friendly. The College is already surrounded by many trees. The authority gives utmost emphasis on plantation. Plantation programme and campus cleaning programme were held to motivate the students to protect the environment.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

1. High Enrolment.
2. Efficient faculty members and staff.
3. Eco-friendly environment.
4. Good academic result.
5. Transparency in the admission process and, smooth and fair examinations.

Weaknesses:

1. Lack of sufficient infrastructure.
2. Limited seats in Women's Hostel.
3. Unavailability of Men's Hostel
4. Lack of residential facility for teaching and non-teaching staff.
5. Unavailability of an up-to-date conference hall.

Opportunities:

1. Scope for opening PG courses in some departments.
2. Scope for introducing vocational and job oriented courses.
3. Scope for coaching classes for students opting for medical and engineering courses.

Threats:

1. Most students come from economically backward families.
2. Course curriculum is traditional.
3. Most students are not proficient in English.

8. Plans of institution for next year

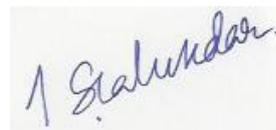
1. Construction of boundary wall in the south block of the College.
2. Completion of outdoor sports court.
3. Beautification of College campus.
4. Introduction of Job-oriented courses.



Name : Mr. Gautam Goswami



Signature of the Coordinator, IQAC



Name : Dr. Kishore Kr. Talukdar



Signature of the Chairperson, IQAC

Annexure - I
ACADEMIC CALENDAR (SESSION: 2011-2012)

Month	Dates	Occasion (Holiday/Sunday and other activities)	No. of Days	No. of Teaching Days	No. of Working Days
July, 11	1-15 3, 10, 17, 24, 31	Summer Vacation Sundays	15 5	13	26
August, 11	15 18 20 22 30 31 7, 14, 21, 28	Independence Day Tithi of Madhava Deva Fresher's Social Janmastami Tithi of Sankar Deva Id-UI-Fitre Sundays	1 1 1 1 1 1 4	21	22
September, 11	1 15 12-16 19-23 4, 11, 18, 25	Id-UI-Fitre TCSU Election TDC-II & III Year Unit Test & Sem-I Sessional Exam. HS I & II Year Unit Test Sundays	1 1 5 5 4	14	25
October, 11	2-11 18 26 2, 9, 16, 23, 30	Gandhi Jayanti & Puja Vacation Kati Bihu Diwali and Kali Puja Sundays	10 1 1 5	16	16
November, 11	7 10 6, 13, 20, 27	Id-Uz-Zuha Nanak Jayanti Sundays	1 1 4	24	24
December, 11	6 1 st & 2 nd week 25 4, 11, 18, 25	Muharram 1 st Semester Examination Christmas Day Sundays	1 **** 1 4	08	26
January, 12	1 st week 14-16 17 20-25 26 28 1, 8, 15, 22, 29	TDC Unit Test Magh Bihu Shilpi Divas College Week Republic Day Saraswati Puja Sundays	4 3 1 6 1 1 5	12	21
February, 12	3 rd Week onwards 20 5, 12, 19, 26	HS-II & TDC-II Year Exam. Shivaratri Sundays	**** 1 4	24	24
March, 12	8 2 nd Week onward 4, 11, 18, 25	Dol Yatra HS-I Annual Exam. TDC-I & III Yr. Final Exam. Sundays	1 **** 4	26	26
April, 12	13-16 1, 8, 15, 22, 29	Bohag Bihu Sundays	4 5	22	22
May, 12	1 17 3 rd & 4 th week 6, 13, 20, 27	May Day Buddha Purnima 2 nd Semester Exam. Sundays	1 1 **** 4	10	25
June, 12	16-30 4, 11, 18, 25	Summer Vacation Sundays	15 4	00	26
Total				190	283

Annexure - II

Best Practice - I

1. Title of the Practice

Cooling Water System

2. Goal

The aim of introducing the provision of cooling water is to provide pure drinking water to the students and staff of the College. It facilitates the students and staff with cool drinking water during the summer season.

3. The Context

Although water is life of all lives, it is the root of various diseases. Polluted water causes harm to our body. In Tihu locality, iron is there in water which is harmful to our body. The Municipal Corporation of Tihu Town does not supply pure drinking water. A good number of tube wells have been set up in college campus, but the water is not suitable for drinking. Secondly, it is too hot during summer season. Therefore, with a view providing pure drinking water to the students and staff of the College a few cooling water machines were set up in the college campus.

4. The Practice

After the beginning of this facility, the students and staff of the College have got rid of long-suffering problem. Everyone can have pure water round the year. This facility is fully used by all, particularly the students.

5. Evidence of Success

The positive results of this practice are:

- i) All can have pure water.
- ii) Cool water is available during summer season.
- iii) Students need not bring water from home.
- iv) They can enjoy a healthy life.

6. Problems Encountered and Resources Required

The problems associated with this practice are:

- i) Sometimes the machine does not work due to technical problems.
- ii) Many times water does not remain cool due to internal problems.
- iii) Some students recklessly use the machine .

7. Notes (Optional) : No

8. Contact Details

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Best Practice - II

1. Title of the Practice

Opening of Post Graduate Diploma of Computer Application (PGDCA)

2. Goal

The aim of opening of PGDCA course is to attract the students to job-oriented courses. It aims at making the students in computer applications so that they can get a job in any department.

3. The Context

With the changing of time there is a tremendous development in IT sector. With the coming of computers many avenues have been opened up for the job seekers. Now, computer knowledge has been an essential skill. Computer is widely used in all departments, private and public. At present, no one can even think of getting a job without having the knowledge of computer. Apart from the traditional courses, it has been necessary for a student to have knowledge of various applications of computer. With a view to imparting knowledge of computer applications among the students the College introduced this job-oriented diploma course.

4. The Practice

The duration of the PGDCA course is one year (full time) which is to be completed in two semesters. A graduate from any discipline can get admission into the course. The admission for odd semester starts in the month of June and the even semester in December. Separate admission forms are issued for admission. The intake capacity of the course is 20.

5. Evidence of Success

The positive results of this practice are:

- i) Students are attracted to the course.
- ii) They become proficient in computer skill.
- iii) They can learn various applications of computer.

6. Problems Encountered and Resources Required

The problems associated with this practice are:

- i) Due to insufficient infrastructure seat capacity is limited to 20.
- ii) Insufficient faculty members.
- iii) Computer sets are not sufficient for the students.

7. Notes (Optional) : No

8. Contact Details

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