



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	GURUCHARAN COLLEGE
Name of the head of the Institution	Dr. Bibhas Deb
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03842267042
Mobile no.	9435173728
Registered Email	principal@gurucharancollege.ac.in
Alternate Email	iqacgcc@gmail.com
Address	College Road
City/Town	Silchar
State/UT	Assam
Pincode	788004
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Dipankar Kar
Phone no/Alternate Phone no.	03842267042
Mobile no.	9435176414
Registered Email	iqacgcc@gmail.com
Alternate Email	principal@gurucharacollege.ac.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://gurucharacollege.ac.in/upload/SSR_Cycle_2.pdf
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4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes https://gurucharacollege.ac.in/upload/ACADEMIC%20CALENDAR%202016-17.pdf
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5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	80.65	2006	02-Feb-2006	01-Feb-2011
2	A	3.11	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC

21-Sep-2005

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Vigilance Awareness Day observed	05-Nov-2016 1	96

National Education Day observed	11-Nov-2016 1	120
NSS Unit of G C College organized a Digital Literacy Awareness Programme in association with SBI Regional Office, Silchar	06-Dec-2016 1	324
Career Guidance Cell organized Entrepreneurship Awareness Camp, sponsored by NCTEDB in collaboration with EDI of India	02-Feb-2017 1	350
Observation of National Youth Day	12-Jan-2017 1	415
Observation of Saraswati Puja	01-Feb-2017 1	3500
Two days workshop on Biotechnology : Tools and Techniques by Biotechnology Department	28-Apr-2017 2	30
One day workshop on techniques in molecular biology by Biotechnology Department	06-May-2017 1	35
Observation of Rabindra Jayanti	08-May-2017 1	250

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Gurucharan College	Minor Research Project of Dr. Subhash Debnath	UGC	2017 730	95000
Gurucharan College	Minor Research Project of Dr. Abhijit Nath	UGC	2017 730	390000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Regular Student seminar, Workshops and training programs conducted by different departments	
Awareness programs organized on Vigilance Day and National Education Day	
Lecture programs organized on National Youth Day and Rabindra Jayanti	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achievements/Outcomes
Faculty Development Program	Faculty of different departments were allowed to go for Refresher/Orientation Course and to attend Seminar, workshops and Lecture Programs in Assam University and other Universities of the country, conducive learning environment promote along with the availability of Library resources for providing an avenue for individual improvement of the faculty members in the greater interest of the students
Student Seminar Series	Keeping track of the legacy of academic activities, the different departments organized student -seminar, training programs for providing skill development and the faculty members guided the students for research orientation and innovative practices etc.

Internal NAAC Audit	Internal audit was conducted and various checks and balances maintained.				
AAA audit	As suggested by NAAC Peer team the IQAC has put emphasis to conduct Academic and Administrative audit regularly.				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Governing Body, Gurucharan College, Silchar</td> <td style="text-align: center;">30-Sep-2022</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing Body, Gurucharan College, Silchar	30-Sep-2022
Name of Statutory Body	Meeting Date				
Governing Body, Gurucharan College, Silchar	30-Sep-2022				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2017				
Date of Submission	24-Apr-2017				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Educational Institutions are service providers. The ultimate results of the students depend upon the quality of the service providers which ultimately upgrades the performance of the Institution. In such cases Management Information System (MIS) is very necessary for improving the services, the service providers and to prepare strategies for development. In the College MIS helps the Governing Body, Principal and Faculty members by providing them with proper information required for planning, policy making and evaluation. In fact, MIS is done in the College in two ways - taking note of students progressions and analysing the performance of the students. The information regarding students' admission is obtained from different admission committees. Immediately after admission the enrollment list of the admitted students are collected from the college office. Taking note of the</p>				

demand ratio for admission, the number of students admitted in the beginning of each academic session is found to be encouraging for the college and the responses of the stakeholders give a reflection of the trust and confidence of the students and guardians every year. Secondly, as the current course curriculum is based on the semester system, therefore the performance of the students is always analysed depending on the unit test centrally conducted by the examination cell of the college. The departments conduct class tests as and when required and to take note of the problems of the slow learners, tutorial and remedial classes are also held. All such practices regularly update the students theoretically and practically. Every year, in the semester examination conducted by the affiliating Assam University, the students of the college bring laurels for the college and the pass percentage of the students in all the three streams including five self-financing departments are found commendable. The MIS makes the college authority aware regarding the performance of the faculty members, nonteaching employees as well as the central library of the college which is a very potential centre of knowledge and information. The MIS mechanism of the college gives effective suggestions for effectiveness, efficacy and efficiency which helps college administration to take decisions regarding better performance. Moreover, MIS is necessary not only for the Governing Body or Principal or the faculty members but the Government as well. The Government also requires a lot of information about the College. Information on the number of students, employees (teaching and nonteaching), and financial involvement in the College are provided to the Government. Information is provided to the AISHE. The affiliating University also requires various information about the College. The MIS also takes initiative to make the students aware regarding different beneficial schemes such as students' concession, financial aids, scholarship etc. given by the government. The MIS of the college also identifies different issues related to

the students and also employees of the college and depending on the report of the MIS the college authority takes immediate steps for the solutions of the problems.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Gurucharan College, Silchar was established in 1935 to fulfill the aspirations of people of Barak Valley. A gesture of selflessness and a substantial donation has resulted in a legacy of 86 years of excellence in imparting education. The college was established by a benevolent lady who ensured the education of girls to be the prime focus of this institution. Over the long journey many departments, hostels, library were added to ensure relevance in that era. At present 25 departments along with 2 hostels (one each for boys and girls) exists and a few more are on the pipeline. The college is actively pursuing Assam University, Silchar to open Post Graduate Courses in some departments. There is a Centralized Routine for 3 streams (Arts, Commerce, Science) and BBA prepared by the Routine Committee. Individual Departmental routines are curated out of the Centralized Routine. Departmental Routine is created and syllabus distributed among all faculties. At the beginning of each Academic Semester every department conducts meeting and draws out a Teaching Plan. Classes are taken according to routine. Head of the Department ensures that alternate teachers are allotted class, if anyone goes on leave. All the Science Departments are well equipped with laboratories for taking care of the practical part of the curriculum. The Humanity Departments taking various languages/literature makes ample use of the Language Lab for imparting quality education in that field. There exists a Central Instrumentation Lab which can be accessed by all departments. The departments undertake activities like Seminars, Workshops, Orientation Programs, Guest and Corporate Lectures, Field Trips, visit to Research Labs, Excursion Tours and Project Works in tune with the syllabus from time to time. The college has a rich Central Library in the name of B.C. Gupta Memorial Library containing Text Books, Reference Materials, Journals, Newspapers and Magazines for giving support to the curriculum delivery system. Ministry of HRD supported Manuscript Resource Centre for preservation of old manuscripts which serves as repository for future generation. There exists a departmental library for additional support to the students. The departments can request the Central Library to include new books when necessary. The teachers of the college are active members of different forums of affiliating University and participate in Curriculum Development, setting of Question Papers, Answer Scripts Evaluation and participate in preparing the Final Marksheets of the Exam. The various departments offer Certificate and Diploma Courses for the in-house students and also participants from outside. The college also gives great emphasis on overall development of a student and thus incorporates many co-curricular activities through various cells and departments. NSS, NCC, Kiran Shashi Womens Cell, Red Ribbon Club, etc., play a vital role in various co-curricular activities of the students. The activities include sports, cultural programs, soft-skills, extension services, plantation programs, training programs, etc., leading to a overall development of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Deptt. of Bengali : Certificate Course on Bengali Recitation	Nil	06/08/2016	90	Nil	Language Skill
Deptt. of Sanskrit : Certificate Course in Spoken Sanskrit	Nil	02/08/2016	10	Nil	Communication Skill
Deptt. of Commerce : Certificate Course in Office Automation	Nil	24/08/2016	365	Nil	Computer Skill
Deptt. of Commerce : Certificate Course in Entrepreneurship Development	Nil	24/08/2016	365	Nil	Business Skill
Deptt. of Manipuri : Certificate Course in Manipuri Folk Dance	Nil	02/10/2016	90	Nil	Life Skill

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	168	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Chemistry	20
BSc	Mathematics	5
BSc	Zoology	26
BSc	Botany	24
BSc	Zoology	14
BSc	Botany	81
BA	History	17
BSc	Anthropology	66
BSc	Anthropology	18
BSc	Geology	20
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>The Teachers' feedback is collected on course curriculum in order to assess the applicability of the curriculum to employability, innovation etc. The parameters considered are: scope for syllabus modification, up-to-date framing of syllabus, balance between theoretical and practical field, regularity of tests and examinations etc. The feedback was evaluated on a five-point scale viz. Strongly agree, Agree, Neutral, Disagree and Strongly disagree. A total of 72 teachers working as permanent faculty across all the departments were included in this feedback. To get an overall picture of the Teachers' feedback, the scales: 'agree' and 'strongly agree' have been clubbed together under the head 'satisfied' and 'disagree' and strongly disagree under the head 'dissatisfied', in the following table. Gurucharan College has a total strength of 3222 undergraduate students. To obtain Feedback, a total of 623 students representing all the departments were covered under the survey. The students took part in the feedback enthusiastically and gave their honest opinion. The feedback was collected on the parameters: Course content, Coverage of syllabus, Load of syllabus, Curriculum delivery, Inspiration for further studies, Extracurricular activities, Infrastructure facilities, Availability of</p>

study material, Adequacy of infrastructure for Courses having Lab equipment. The responses have been recorded on a five point scale: Excellent, Very good, Good, fair and Poor. The responses were studied thoroughly and are represented in the following Tables: To get an overall picture of the students' feedback, the scales: Excellent, Very good and Good are clubbed together under the head 'Satisfied', and the rest as 'dissatisfied'. After analysing the students' feedback, it is evident that 72 of the students are more or less satisfied with the 9 parameters considered. However, regarding the parameter of infrastructural facilities contained in Q7 and the parameter of exposure to curricular activities contained in Q6, there is ample scope for improvement. Feedback provides ways and means to improve the institution's objective and give desired results. Moreover, suggestions and comments coming out of the feedback mechanism are used to adopt measures for employee's performance and obtaining successful results. Feedback from the students were collected from both honours and pass course randomly at the end of odd and even semester of the academic session. Feedback form covers the requirement of NAAC. The questionnaire was framed keeping in mind the category of stakeholders however, a few questions were found common to all of the stakeholders. The findings of the feedback were graded in 5 point scale as 'Excellent', 'Very Good', 'Good', 'Average' and 'Poor'. In all situations the survey indicated that majority of them agreed with the various aspects of the syllabus and curriculum structure of the institution. Feedback from teachers, parents, alumni and employers' were also collected and their responses were studied. As revealed by graphical representation, they also point to deep satisfaction on the course curriculum and transaction of the syllabus. The classes are regularly monitored by the HOD and Principal and feedback outcome shared with the individual faculty so as to give information's about one's strength and weakness. Adequate assistance is provided to improve over the weaknesses for effective teaching related to the curriculum.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours Second Year	215	183	183
BSc	Honours Second Year	350	219	219
BCom	Honours Second Year	99	90	90

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	3222	Nil	100	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
100	43	88	15	3	31

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Yes, Gurucharan College does have a good mentoring system. As we get a mixed population of students every year, a well developed mentoring system is essential for assuring the scholastic and co-scholastic potential of the students. The college takes special care to look after and evaluate each student on the basis of their overall activities and provide guidance and support to help them develop personal and professional skills. Mentor teachers play a very important role in enhancing such personal and professional growth of the mentees. At the beginning of each academic session, the college assigns the students as mentees to different mentor teachers preferably as per their subject and courses of study. The number of mentees in a group varies depending on the number of students enrolled in a course for a particular academic year. The mentors begin their interaction with the mentees after the commencement of classes in each academic session and continue it during the entire session. They monitor the students' attendance, performance in exams, participation in co-curricular activities and overall conduct in the college. The mentees also approach their mentors for any sort of help regarding their academic requirements and guidance on career opportunities. The mentors identify slow learners among their mentees and take necessary steps for ensuring remedial or tutorial classes for them in consultation with the respective departments and teachers. The mentors also identify the advanced learners in their group and guide them to take up higher studies in the best known institutes through competitive examinations. A mentor provides guidance and support to the students as they navigate complex and challenging situations in their career. The mentors help the students to set clear goals, develop good communication skills, motivate them to be positive in life and also guide them to create opportunities for growth and development. Students are constantly encouraged to undertake different collaborative team work which helps them to learn involvement and team spirit that are essential for increasing productivity in both personal and professional lives. Students and mentor teachers remain in constant touch throughout the entire course and the teacher extends all sorts of support to all the students. As the mentors are in close touch with the students, they can sometimes identify students who are introverted and who might require additional counselling to cope up with others in their lot. Such students are also given separate counselling sessions, if necessary. The college encourages healthy interaction between the mentor and mentees. The mentors make their best effort to empower the students to make an informed and logical decision in life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3222	100	1 : 32

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
94	86	8	1	51

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr. Tushar Kanti	Associate	Best Oral

	Deb Kanungo	Professor	Presentation in the National Conference on Recent Advancements in Environmental Research organised by Centre for the environment, IIT Guwahati, 4th-5th June 2016
2017	Dr. Bibhas Deb	Principal	Incentive Awards for publications-2017 Received from Ministry of Science and Technology, Govt. of India

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	6th	18/05/2017	27/07/2017
BSc	UG	6th	15/05/2017	27/07/2017
BCom	UG	6th	11/05/2017	27/07/2017
BBA	UG	6th	17/05/2017	27/07/2017

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

The college imparts teaching-learning processes by means of continuous improvement system (CIS) to cater to the needs of students' assessment programs from time to time, to enrich healthy learning potentials. The college 'Examination Cell' (EC) carries different assessment programs/tests at various intervals of academic sessions for effective implementation of academic calendar/programs of different faculties/departments, so as to assess the students in terms of internal assessment and end-semester examinations. The college has also implemented various reforms in the internal evaluation system. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate students' achievements include various academic activities, e.g. Seminars, Group discussions, Unit Tests, Assignments, Project submissions etc. The EC coordinates an internal assessment process to evaluate the students' performance in coordination with members of different departments. Strict adherence to rules is followed and confidentiality is maintained in conducting the internal assessment system. Formal care is taken for the compliance of attendance rules of the students as per institutional guidelines. Personal discussions are entertained to the students with their teachers to get adequate feedback measures for effective learning, personality development and other pursuits of learning acumen with better performance appraisal. The departmental teachers give required tips and suggestions for their upgrading purposes. Slow

learners are detected in time and suggestions given for further improvement in terms of remedial/tutorial classes, and advanced learners are taken care of by their respective departmental teachers.

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

The Academic Calendar is a source of information for the students, faculty members, non-teaching staff and management staff of the college. It includes a complete schedule of commencement of classes, internal evaluation schedule, observation days, co-curricular activities etc. It is prepared by the college at the beginning of the academic session in consultation with heads of the departments, faculty members, IQAC members and the prospectus committee. The guidelines as prescribed by Assam University as well as the UGC are strictly followed for the preparation of the academic calendar. Our college has an Examination Cell (EC), which strictly adheres to the rules and guidelines of the affiliating university for conduct of various examinations from time-to-time as per the examination schedule issued by the university in compliance to various examination-related activities. Notifications pertaining to conduct of various examinations at the under-graduate levels are issued by the affiliating university, which is further shared by the EC to the respective departments. All notices are also circulated through the college notice board and college website for onward transmission of information to students. The EC further holds meetings with Principal-cum-Officer-in-Charge, AOCs, Conveners of various Committees and HoDs at regular intervals to ensure adherence to the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://gurucharacollege.ac.in/syllabus.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	Honours	121	80	66.12
UG	BA	Pass	110	31	28.18
UG	BSc	Honours	194	111	57.22
UG	BSc	Pass	46	10	21.74
UG	BCom	Honours	89	71	79.78
UG	BCom	Pass	67	30	44.78
UG	BBA	Honours	19	11	57.89

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Nil

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	UGC	1325800	949300
Major Projects	2920	DBT	4511500	Nil
Major Projects	1460	DBT	3083000	Nil
Minor Projects	730	UGC(NERO)	280000	Nil
Minor Projects	730	UGC(NERO)	190000	95000
Minor Projects	730	UGC(NERO)	470000	390000
Minor Projects	730	UGC-NERO	660000	Nil
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
A game for attracting Tourists	Bilash Dutta	National Innovation Foundation-India	07/11/2016	Dr. A P J Abdul Kalam IGNITE Award-2016
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Computer Science	1	1
International	Chemistry	1	3
International	Ecology and Environmental Science	1	3

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Anthropology	1
Commerce	3
Computer Science	1
English	4
Geology	1
Philosophy	1
Sanskrit	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Green synthesis of novel antioxidant luminescent silica nanoparticle embedded carbon nanocomposites from a blue-green alga.	Abhijit Nath	Green Processing and Synthesis	2016	Nil	Gurucharan College, Silchar, Assam, India	Nil
Manipuri Determiner Phrase amasung Null Detetminer	Anju Devi	Yenning	2016	Nil	Gurucharan College, Silchar, Assam, India	Nil
Manipuri Sheirengda Folk Liter	N. Bidyasagar Singha	Wakhal	2016	Nil	Gurucharan College,	Nil

ature,					Silchar, Assam, India	
Education as a means of women empowerment - A Study on the Parent's attitudes	Deepraj Chakrabarty	International Journal of Research in Commerce, IT and Management	2016	Nil	Gurucharan College, Silchar, Assam, India	Nil
Inverse eigenvalue problems with partial eigendata for acyclic matrices whose graph is a broom	Debashish Sharma and Mausumi Sen	Kyungpook Mathematical Journal	2016	Nil	Gurucharan College, Silchar, Assam, India	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	0	0	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	47	7	5
Presented papers	7	38	Nil	Nil
Resource persons	Nil	3	Nil	8
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Ban Mahotsav	Department of Botany	6	30

Plantation Drive	Department of Botany	6	30
Two day legal awareness programme	Kiran Sashi Women's Cell	10	50
Awareness programme in child education and environment	Kiran Sashi Women's Cell	5	40

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
DBT BT-Hub and DBT Bliss Programme	Gurucharan College, Silchar/ Judhithir Saha HS School, Behara	Workshop	2	120
DBT BIF and BT-Hub Programme	Gurucharan College Silchar/ Krishi Vigyan Kendra, Karimganj	Field visit and Training on Sustainable Agriculture	3	30

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Anti Microbial Research and Outreach Activity	5	DBT through Biotech Hub, G. C. College	6

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

DBT BT-Hub and DBT Bliss Programme	Mentorship	Biotechnology Lab, Judhithir Saha HS School, Behara	01/05/2016	30/06/2017	120
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4900000	3789713

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	SOUL 2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	35836	1200084	411	133182	36247	1333266
Reference Books	4054	109070	26	47067	4080	156137
e-Books	199500	Nil	Nil	Nil	199500	Nil
Journals	36	48382	36	45121	72	93503

e- Journals	6000	Nil	Nil	Nil	6000	Nil
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	163	7	163	1	0	19	33	34	0
Added	0	0	0	0	0	0	0	0	0
Total	163	7	163	1	0	19	33	34	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

34 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3250000	2307014	600000	606648

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college is a Wi-Fi enabled campus which helps management, staff and students to extensively use the internet for their various purposes. The college has 163 computer systems and the internet speed of 34 MBPS respectively. The college has a digital library where students are allowed to browse for their academic requirements. Integrated Library Management System (SOUL) is being used for maintenance of Library. Also the Library carries out other services like Data Entry (Books, Journals, and Membership), Transaction (Issue, Return, Renewal and Fine Collection), Gate Entry and generation of various reports .Out of 23 computers in Library 16 computers are used by the students and teachers, two computers are used by differently abled students and rest are

for Reprographic and printing purposes and office use. Central Library also has a separate Manuscript Resource Centre for conservation and preservation of precious manuscripts. The college premise is used for the academic and other activities meant for students. The facilities of Cafeteria, Boys and Girls hostels, separate Gymnasium and Common rooms for boys and girls are there. Facility of table tennis is available in girls' common room. Play ground, vehicle parking and bicycle parking areas are also available. The college has a big Auditorium where all types of cultural and social events are organised.

Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances and other physical infrastructure of the College is done by the authority on a regular basis. Maintenance and security of physical infrastructure such as telephone services, security guard, office expenses, travelling allowances, CCTV surveillance etc. are also done when necessary. College authority also maintains Computers, Printers, Servers, Campus Network, Campus Wi-Fi, CCTV System. The entire electrical system is maintained by in house technicians and is inspected at periodic intervals by the local electrical authorities. The upkeep and upgradation of the laboratories of the departments of Physics, Chemistry, Botany, Zoology, Biotechnology and Computer Science is done on a regular basis by faculty members who are also assisted by trained technical support staff. The foot-ball ground and play field are maintained whenever required to facilitate various sports and games round the year.

<http://gurucharancollege.ac.in/other-facilities.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Relief to poor students.	1	2200
Financial Support from Other Sources			
a) National	Detail attached in the file below	1927	5834442
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Youth Enlightening Programme	06/07/2016	15	Career Guidance Cell-GC College Sri Aurobindo Society.
Sanskrit Spoken Course	02/08/2016	60	Department of Sanskrit, Gurucharan College
Seminar on Justice Human Rights	23/08/2016	20	Department of Political Science, Gurucharan College
Manipuri Folk Dance	02/10/2016	18	Department of Manipuri,

			Gurucharan College
Guest Lecture on Software Package, Use in Accounting.	25/10/2016	21	BBA Department - GC College Chartered Accountant, Silchar
Entrepreneurship Awareness Camp	02/01/2017	27	Career Guidance Cell-GG College Entrepreneurship Development Institute of India.
Study Tour at khaspur, Assam	21/01/2017	40	Department of History, Gurucharan College.
Guest Lecture on Business Ethics	03/04/2017	28	Department of BBA-GC Collge ASM, LG, Guwahati
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	Interactive Session for the students in July, 2016 with A. Minerva Devi	31	31	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0	Nil	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of	Programme	Department	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2016	1	BSC.	Geology	IEST, Shibpur	M.Sc
2016	3	BSc	Chemistry	Assam University	M.Sc
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Social Festival-2017	Intra College	601
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The student members take part in planning and execution of various co-curricular and extracurricular activities in the college such as NSS, NCC, Sports events, Annual Social Meet, Fresher's Social, International Yoga Day, World Sanskrit Day, Hindi Divas, Annual Milad Mehfil, Voters' Awareness Programme, Martyrs' Day, cleanliness drives, etc. Apart from the above-mentioned activities, the student members of the college are also integral part of different academic and administrative bodies/committees. The students of the college from various departments in general and the Manipuri department in particular are nominated as members of the Organising Committee to observe Martyrs's Day of Bir Tikendrajit, Thangal General and other patriots in befitting manner with a daylong activity. The Sanskrit Day Celebration Committee is headed by the Head Department of Sanskrit and other teachers and students of the department as the members of the Celebration Committee. It is celebrated on Shraavana Poornima every year. In 1969, the Ministry of Education of Government of India issued instructions to celebrate Sanskrit Day at the Central and State levels. The student members and teachers of Hindi Department organize the Hindi Divas in the college. Hindi Divas is celebrated in India to commemorate the date 14th September 1949 on which Hindi was adopted as the official language of India by the Constituent Assembly. The student representatives and student members of various organizing committees participate and help in organization of all these programmes and they attend

the meetings and take active part in the programmes like Independence Day, Republic Day, Netaji Divas, Sharadiya Utsav, Annual Cultural Festival, Teachers' Day, Saraswati Puja, etc they contribute to the overall development of College by giving their constructive suggestions.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

There is a registered Alumni Association that contributes significantly to the institution as well as to the society through various activities and financial supports. The GCC Alumni society - "G.C. COLLEGE ALUMNI ASSOCIATION " is a non-profit making registered Society, under the Societies Registration Act XXI 1860, New Delhi bearing the Registration No: District East / Society/ 556/ 2013. Gurucharan College, Silchar Alumni Association was started in 2005 There are about 18 members registered with the association. The Association is dedicated to bringing together the alumni committee on a common platform to build another channel of personal and professional support to members through "Self Help" within the community. The Mission of GCCAA is to provide a vibrant, global network and forum that connects and engages the alumni with their Alma Mater. The objectives of the Association are: to plan and organize successful reunions, publish- books, newsletters, to promote the culture of the north east and Barak Valley in particular. The association published a souvenir in the year 2016 in order to foster a warm relationship and build a strong alumni network which will participate in keeping the GCC banner flying high. The College tries to maintain regular contact with the alumni and former faculties. The association is an able bodied team with a lot of enthusiasm, motivation and dedication. to promote the Society under the able guidance of the core team: President(Dr Nirmal Kanti Bhattacharjee), Vice-President(Mr Dwipendra Krishna Bhattacharjee, Mr Subimal Deb, Dr Ashok Dutta), Secretary(Mr Soumya Kanti Purkayastha), Treasurer(Mr Shankar Deb Roy). Alumni also donate money to their Alma Mater to create cash prize and certificates for students of GCC. The College fraternity is proud of its students who are achievers in various field, carrying with them the values imparted by their alma mater and are making significant contribution to the society at large.

5.4.2 – No. of enrolled Alumni:

18

5.4.3 – Alumni contribution during the year (in Rupees) :

200000

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

In order to operationalise a practical framework of decentralization and participative management, the college lays emphasis on entrusting responsibility and facilitating a system for professional and democratic autonomy to the staff, students and other stakeholders. Such a decentralised framework has been vital in upholding the mission, vision and cardinal values of the institution. Two such instances are outlined below: i. The college has various organs and cells like the Governing Body, the Teachers' Council, the

IQAC, the Alumni Association, students' conglomerations, the Kiron Sashi Women's Cell, among others, where teachers, students, non-teaching staff, parents, guardians, and elected representative/s, among others, ideate and discuss on myriad issues concerning the institution in order to realise its proper functioning and management. Various committees and cells like the Discipline Committee, the Grievance Redressal Cell, the Anti-Ragging Committee, the Purchase Committee, the Routine Committee, among others, execute their duties and responsibilities in order to buttress and develop the institutional framework of decentralisation. ii. In almost all the events and programmes organised by the college like seminars, symposiums, workshops, cultural events, social fests etc., students' participation is accorded much premium with a view to facilitate a platform for democratic engagement, educational experience and nurturing of their skills. Moreover, the Governing Body of the college includes guardians, teachers' representatives, non-teaching member/Librarian as member/s thereby ensuring that their views and opinions for the greater interest of the learners are recognised.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Being affiliated to Assam University, Silchar, the syllabi and curriculum are designed by the University Board of Undergraduate Studies (BUGS). Many of the faculty members of the college are members of the BUGS who contribute in the preparation and revision of the syllabus from time to time as suggested in the departmental meetings. Teachers' feedbacks on syllabus are also taken into consideration in upgrading the syllabi. The curriculum for self financing courses is prepared by the university in consultation with experts and academicians of the respective field. At the beginning of every academic session, the Principal meets all HODs to frame strategies for timely completion of the syllabus.
Teaching and Learning	The educational system is invested with responsibility of absorbing, assimilating and delivering the new knowledge to its incumbents. Gurucharan College, Silchar, has always aimed at effective curriculum delivery through a well-placed teaching-learning process. Teaching plans are based on academic calendar. Use of ICT, LMS etc. supplements the teaching-learning process. Special lectures by resource persons from different fields are organized. Regular remedial classes are being arranged to cater the slow

learning students. Innovative projects, assignments related to the prescribed syllabus are arranged for advanced learners too. Individual departments organize student's seminar, quiz, debate etc. to enhance co-curricular extracurricular capabilities of students. The College authority is working on improving and implementing LMS, ICT having Moocs. Swayam programmes in Teaching-learning process.

Examination and Evaluation

Exam Branch /Cell set up by management under exam in-charge deals with all types of internal and external exam related matters sincerely. The students have been encouraged continuously to study sincerely to improve their performances in their exam. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach of evaluating students' achievements include various academic activities, e.g., seminar presentations, group discussions, unit tests, assignments, project submissions etc. The examination cell of the College plans and implements an internal assessment process to evaluate the students' performance prior to the university examination. The college takes care to maintain confidentiality in the internal examination process. The utmost care is taken for maximum attendance of the students. The results of the internal examinations are published as early as possible. The evaluated answer scripts are shown to the students so that discussion with the students can be made personally regarding their individual performances. The departmental teachers give required tips and suggestions for their up-gradation. The results are analyzed to identify slow and advanced learners and the teachers of the departments take care for the upbringing of slow learners and advanced learners are also taken proper care.

Research and Development

The college has taken various steps to encourage research work by establishing various laboratory, research centres. The college has Molecular Parasitology lab, Bio-

informatics centre and Institutional Bio-Tech hub which are funded by various funding agencies viz. UGC, DST, DBT. Faculty members are encouraged to carry out their research projects. A few faculty members have obtained Ph.D guideship from the parent university and are actively involved in research works.

Library, ICT and Physical Infrastructure / Instrumentation

College has been regularly upgrading its physical infrastructure. Many departments have been equipped with computer, printer, internet, and projector. Few classrooms have been developed with necessary ICT enabled tools. The B.C Gupta Memorial Library has adopted technology in providing services to its users. Library receives and answers the users reference queries through e-mail. The referral service is being provided by directing the users to appropriate resources, institutions, persons, etc. In addition, library use SOUL, OPAC Software and also provide N-LIST (E-Resource) subscription to its users.

Human Resource Management

The college undertakes utmost effort for the development of human resource by providing favourable atmosphere to enrich the quality of the teaching faculty and has initiated felicitation schemes to motivate in research domain.

Admission of Students

The admission is done strictly on merit basis, as per the rules and regulations of the parent University and the State Government. Admission schedule is notified through banners in the college campus, notice board and through advertisement in newspapers. The admission committee formed by all head of the departments and coordinators of different departments, chaired by the Principal formulates all the rules and regulations of entire admission procedure and prepares the merit list. Reservation of seats for SC/ST/Sports/Cultural category students is maintained as per the regulations of the Government of Assam. To revive some of the less-enrolled departments like Sanskrit, Persian, Manipuri, and Assamese, the students are motivated to opt for the said subjects with less percentage of marks.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area

Details

<p>Planning and Development</p>	<p>The Institute has a perspective plan for development. It is developed by Principal with the help of HODs of various departments under the guidance of the GB. Institution follow academic calendar based on the academic schedule given by the Assam University (affiliating university). The aspects of planning and development are included in the perspective plan drawn from the following committee recommendations with priority: • Governing Body • IQAC • Head of Department • Career Guidance Cell</p>
<p>Administration</p>	<p>Administrative notifications are disseminated via the Internet and published on the college website. The college intends to achieve a paperless mechanism of administration and governance in the near future.</p>
<p>Finance and Accounts</p>	<p>The accounts office uses software for Fee payments. e-TDS are made through online mechanism. Salary is credited through online routes.</p>
<p>Student Admission and Support</p>	<p>The college has an online portal for conducting the process of admission.</p>
<p>Examination</p>	<p>The students have been encouraged continuously to study sincerely to improve their performances in their exam. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach to evaluating students' achievements include various academic activities, e.g., seminar presentations, group discussions, unit tests, assignments, project submissions etc. The examination cell of G.C. College plans and implements an internal assessment process to evaluate the students' performance prior to the university examination. The college takes care to maintain confidentiality in the internal examination process. The utmost care is taken for maximum attendance of the students. The results of the internal examinations are published as early as possible. The evaluated answer scripts are shown to the students so that discussion with the students can be made personally regarding their individual performances. The departmental teachers give required tips and suggestions for their up-gradation. The results are</p>

analyzed to identify slow and advanced learners and the teachers of the departments take care for the upbringing of slow learners and advanced learners are also taken proper care.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	Nil	Nil	Nil	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	4	Nil	Nil	Nil
Faculty Development Programme	6	Nil	Nil	Nil
Short Term Course	1	Nil	Nil	Nil
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Maternity and child	Along with maternity	Poor Students fund of

care leave are provided	and child care leave, Loan Grant of Rs. 14000/- is provided to 3 non-teaching staffs	Rs. 2200 /-granted to 1 student.
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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit is regularly conducted by the Registered Chartered Accountants Firm at the end of the financial year. Income and Expenditure Account and Receipts, Payment Account and Balance Sheet are audited as on 31/03/2017 and auditors opined that proper books of accounts have been kept by the college and information provided is true and fair to the best of their knowledge. All the Bank A/Cs are reconciled with cash book. E-TDS Returns are submitted within due date. All movable and Immovable properties of the college have been physically verified by the management along with the books at the library at the end of the year. No external audit has been conducted by the concerned authority for the financial year 2016-17.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent members actively participate in the GB meetings and their valuable feedbacks are also taken into consideration.

6.5.3 – Development programmes for support staff (at least three)

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Nil

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	Nil	Nil	Nil	Nil	0
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nil	Nil	0	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Solar lamps meet a little percentage of the power requirements of the college as alternate source of energy. Regular bird watching and counting is done by Dept. of Zoology and Dept. of Ecology Environmental Science for monitoring the environmental quality of the college. Systematic census of the plant diversity of the campus is done on a regular basis by the Dept. of Botany. The shrubs and trees are tagged with their scientific names along with their economic utilities. The aims and objective of this effort is to create awareness and sensitivity towards the greenery and floral resources of the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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		community					
2016	Nill	1	Nill	365	Free coaching classes in the adopted slum area (Itkhola Ghat) as NSS extension service	Nill	Nill
2016	1	Nill	Nill	1	Chemistry Olympiad organized by Society for Chemical Education, Assam, at the G. C. College Center	Nill	Nill
2017	Nill	1	16/05/2017	1	Donation of chairs and tables to Shivshakti Hanuman Mandir	Nill	Nill
2017	1	Nill	18/05/2017	1	Entrance test center of 'Chennai Mathematical Institute' at G. C. College	Nill	Nill
2017	1	Nill	26/02/2017	1	JEST Examination conducted by S. N. Bose Institute ISSAR at the G. C. College Center	Nill	Nill

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A popular talk on "Justice and Human Rights" delivered by Dr. Dipankar Kar, G. C. College, Silchar organized by Dept. of Political Science, G. C. College, Silchar.	23/08/2016	23/08/2016	20
Rashtriya Ekta Saptah observed by NSS G. C. College Unit.	31/10/2016	06/11/2016	10
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Regular plantation drive is undertaken within the College Campus, along with the maintenance of college gardens. Initiatives taken to keep the College Campus garbage free. The College has in-house mechanism for collection, segregation and eco-friendly disposal of garbage on daily basis. The use of power-saving LED bulbs and electrical appliances with higher star rating are a common practice in the campus. Solar lamps are used to illuminate the campus at night. Display boards with environmental messages and prohibitory instructions are placed in different buildings and classrooms for awareness amongst students, staff and visitors. During different celebrations/functions the college promotes the use of biodegradable items for decoration, serving food, etc. instead of plastic/polythene substances. Special Swachhata Campaign has been organized by NSS G. C. College Unit on 12th August 2016. Altogether 200 students participated in the programme.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

i) Zero Garbage campus and Green initiatives. The institution takes all initiatives to ensure the environmental quality of the campus. The college works on the principle of 'Reduce, re-use, re-cycle and restrict' to maintain the eco-friendly ambiance. For that strict ban on single use plastic is imposed and on the other hand natural/paper based material for serving both in the canteen and in programs held in the campus is promoted. The institution has the mechanism of regular collection of garbage and plant residue, their segregation, storage and proper disposal. Through the celebration of days related to the environment such as World Environment Day, Earth Day, Soil Day, Biodiversity Day, etc. the college takes the initiative of awareness drive. Regular plantation and maintenance of existing gardens is an endeavour of the college to enhance the environmental quality. To reduce the energy consumption college relies more on power-saving lamps and appliances. The institution regulates the use of petrol-diesel run vehicles and promotes bicycle and battery-operated vehicles in the campus. ii. Providing self-financing, job

oriented and skill based courses for better career opportunities. The institution offers self-financing regular UG courses in Computer Science, Biotechnology, Mass Communication, BBA, Ecology and Environmental Science. It also runs a number of job-oriented and skill based diploma/certificate courses such as Creative Writing in English, Library Science and IT, Computer Application, Office Automation, Bioinformatics, Recitation in Bengali, Spoken Sanskrit, etc. These courses help in generating revenue for the college and provide additional qualification to the participants.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://gurucharancollege.ac.in/best-practices.html>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college runs regular undergraduate courses under four streams viz. Arts, Science, Commerce and BBA with a wide range of subject options. Moreover, there are a number of job oriented and skill development courses (Certificate /Diploma) offered by different Departments/wings of the college viz. Spoken Sanskrit (Sanskrit Dept.), Recitation (Bengali Dept.), Bioinformatics (Institutional Biotech Hub) and Office Automation (Commerce Dept.). The college has a well equipped Parasitology laboratory (under Zoology Dept.), Computer Center, Institutional Biotech hub, Central instrumentation laboratory, Language Laboratory, Smart Classroom at the Central library. The college is running five self-financing Departments viz. Biotechnology, Business Administration, Ecology and Environmental Science, Computer Science and Mass Communication. The self-financing departments accommodate a good number of students, creating job opportunities for educated unemployed youths and generating revenues for the institution. The college offers two centers of higher learning, viz. Institute of Distance Open Learning of Gauhati University, Guwahati and IGNOU, New Delhi which provide a wide range of courses from intermediate to post graduate level.

Provide the weblink of the institution

<https://gurucharancollege.ac.in/institutional-distinctiveness.html>

8.Future Plans of Actions for Next Academic Year

The College plans to take up a few projects on infrastructure development, which will include extension of classroom facilities and procurement of laboratory tools and equipment. The computer labs of various departments need to be upgraded with the latest systems along with subscription of necessary softwares. The institution prioritises rapid completion of ongoing infrastructure projects. Some of the classrooms and their amenities are to be renovated on an urgent basis. The access to available ICT facilities will be enhanced and steps to be taken for introduction of new smart classrooms for better teaching-learning experience. Initiatives will be taken for cataloguing of the remaining manuscripts available in the Manuscript Resource Centre of the college. Subscription of e-books and e-journals in the library on priority basis will be a thrust area for the coming year. Steps will be taken for better preservation of old and rare books in the college library. The college will initiate certain measures to ease the process of admission as thousands of students apply for admission in Gurucharan College every year. Most of the processes of admission are still in manual operation, so utilisation of IT facilities in the admission process will facilitate the process. Funds will be generated from appropriate sources for the purchase of books for departmental libraries, which will reduce the burden on the college library. The facilities for drinking water for students and staff will be enhanced. The regular maintenance of solar lamps will be undertaken. The college

plans to revise the fee structure for the self-financing courses to encourage more students to enrol in these courses of study.