



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | |
|---|---|
| 1. Name of the Institution | WOMEN'S COLLEGE, TINSUKIA |
| Name of the head of the Institution | Dr. Rajib Bordoloi |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 03742338826 |
| Mobile no. | 8721877856 |
| Registered Email | iqacwcttsk@gmail.com |
| Alternate Email | wcttsk@gmail.com |
| Address | Rongagora Road, Durgabari, Tinsukia, Assam |
| City/Town | Tinsukia |
| State/UT | Assam |
| Pincode | 786125 |

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|--|------------------------------|
| 2. Institutional Status | |
| Affiliated / Constituent | Affiliated |
| Type of Institution | Women |
| Location | Urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | Dr. Budul Chandra Das |
| Phone no/Alternate Phone no. | 03742338826 |
| Mobile no. | 9706467330 |
| Registered Email | iqacwcttsk@gmail.com |
| Alternate Email | bcd.wc.tsk@gmail.com |

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|--|---|
| 3. Website Address | |
| Web-link of the AQAR: (Previous Academic Year) | http://www.wimcol.org/article/Mj05/page_details/iqac.html |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://www.wimcol.org/article/MjUy/page_details/download.html |

| 5. Accrediation Details | | | | | |
|--------------------------------|------------|-------------|----------------------|--------------------|--------------------|
| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
| | | | | Period From | Period To |
| 2 | B++ | 2.87 | 2017 | 30-Oct-2017 | 29-Oct-2022 |

| | |
|---|--------------------|
| 6. Date of Establishment of IQAC | 23-Jan-2004 |
|---|--------------------|

| |
|---|
| 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 |
| | | |

| | | |
|--|--------------------|-----|
| Feedback Collected from Students and Analysed | 23-Mar-2018 365 | 913 |
| Feedback Collected from Teachers, Guardians and Non-teaching Staff and Analysed | 20-Sep-2018 365 | 138 |
| Student Satisfaction Survey is made among Final Semester Students and Analysed | 23-Mar-2018 365 | 280 |
| Summer & Winter Special Classes arranged for H S second Year Students (Arts & Commerce) | 02-Jul-2018 50 | 100 |
| Under Swachha Bharat Abhiyaan Students participated in Summer Internship Programme for Hundred hours at Different Villages | 23-May-2018 70 | 44 |
| Induction Meeting for B.A. and B. Com First semester students organised | 04-Aug-2018 1 | 214 |
| Workshop on Behavioural Remodelling & Use of ICT Tools for Classroom Teaching was organised | 29-Apr-2019 7 | 40 |
| Play oriented Acting/Theater Workshop was organised | 20-Nov-2018 7 | 30 |
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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 |
|---------------------------------------|---------------------------------------|----------------|-----------------------------|---------|
| New Hostel Grant (Second instalment) | Construction of Women's Hostel | UGC | 2018 730 | 1960000 |
| FDP (Dept. of Economics) | FDP | UGC | 2018 190 | 333953 |
| Dept. of Education (Balance Grant) | MRP | UGC | 2018 730 | 10000 |
| Dept. of Economics (Ms. Surabi Dutta) | Contingency Grant for Teachers Fellow | UGC | 2019 365 | 15000 |
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|---|---------------------------|
| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
| Upload latest notification of formation of IQAC | View File |
| 10. Number of IQAC meetings held during the year : | 13 |
| 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 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) | |
| <p>1. A One Week Faculty Development Programme on "Behavioural Remodelling Use of ICT Tools for Classroom Teaching" from 29.04.2019 to 05.05. 2019 was organised successfully in association with Electronics ICT Academy, IIT, Guwahati, Assam at Women's College, Tinsukia where 53 faculties from different colleges were participated.</p> | |
| <p>2. A 20 Days Workshop from 3/6/2019 to 23/6/2019 on Employability Enhancement Training by Tata Consultancy Services(TCS) in Collaboration with District Employment Exchange, Jorhat; College Development Council, Dibrugarh University and Career Counselling & Support Cell, Women's College, Tinsukia was organised.</p> | |
| <p>3. An Orientation programme cum Workshop on My Gov. Assam was organised on 04.09. 2018 Where 03 (three) Resource Persons from Chief Minister's Secretariat, Dispur, Assam delivered lectures and interacted with Students (400), Teachers (40) and Staff (8) participants.</p> | |
| <p>4. Beginning of a Lecture Series with its First Lecture programme arranged by inviting noted Film maker, Director, Social Activist and Writer Mr. Sanjib Sobhapandit on 13th Oct. 2018 in memory of the departed Teachers of the College where 150 Invited Guests of the locality and 100 students of the college along with all teaching and non-teaching staff were present.</p> | |
| <p>5. An Workshop on 'Skill Sathi' (Mobile App.) for Career Counselling under Skill India, National Skill Development Corporation was organised on 06.03.2019 where more than 100 students of 2nd, 4th and 6th Semester participated.</p> | |
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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 |
|---|---|
| A) To take initiative for improvement of H.S 2nd year result by conduction of monthly tests for students. | A) (i) All Heads of the Departments decided to organize a monthly test in the 1st week of every month for the improvement of H.S 2nd year results in next year. (ii) Heads of the Departments have monitored the matter of Coursecompletion at time. (iii) Outcome: 99.29 students of Arts stream 93.1 Students of Commerce Stream Students passed in H.S. Final Examination, 2019 |
| B) Plans have been made along with Academic Performance Monitoring & Counselling Cell (APMC Cell) to identify Slow and Advanced Learners of both Higher Secondary and Degree Classes. | B) (i) Arranged remedial and tutorial classes for the slow learners by the Departments. (ii) 19 permanent Teachers were appointed as Mentors by the APMC Cell to look after the problems of Students related to their academic as well as other issues. (iii) The Result of B. A. has raised to 80.33 % (Major) & 78.29 % (Non-major) in 2019 in comparison to 77 % (Major) & 65 % (Non-major) in 2018. (iv) The Result of B. Com has raised to 82.75 % in 2019 in comparison to 78.04 % in 2018. |
| C) Planned to take initiative to create a research environment at the college through Research Committee and by requesting the Faculty members to publish research article in reputed journals. | C) A number of Faculty members of the college have published many research articles in different reputed journals as well as published text books for degree courses. |
| D) Necessary steps need to be taken for environmental activities and proposed to make a plantation drive in new campus of the college. | D) (i) A proposal for purchase of 90 solar lights has been submitted to RUSA (2.0). (ii) Initiative has been taken to plant at least 50 Numbers of saplings each year in the new college campus. |
| E) Planed to request the Teachers of the college to maximise their use of ICT Tools in classroom teaching. | E) (i) During the Months of February-April 2019, an Orientation Programme (Started on 11 Feb./2019) on use of ICT tools for Teaching & Non-teaching Staff of the College has been organised by IQAC in association with the Computer Faculties of the College in the Computer lab , and Faculties attended the classes as per their convenient time for seven days. (ii) Teachers have taken a good number of ICT classes during the year within the limited facility of ICT tools. |
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| 14. Whether AQAR was placed before statutory body ? | Yes |

| | |
|---|--------------|
| Name of Statutory Body | Meeting Date |
| Governing Body, Women's College, Tinsukia | 30-Sep-2019 |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | Yes |
| Date of Visit | 07-Sep-2017 |
| 16. Whether institutional data submitted to AISHE: | Yes |
| Year of Submission | 2019 |
| Date of Submission | 04-Feb-2019 |
| 17. Does the Institution have Management Information System ? | No |

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

Since the college is affiliated to Dibrugarh University, Assam, it cannot develop a curriculum on its own. Within the existing curriculum, the college offers 10 (ten) and 12 (twelve) core subjects to choose from; but, in self Financing programmes like B.Com, the Flexibility is slightly low. However, the Institution has its own strategy to implement the university planned curriculum by preparing a central Routine of classes for all semesters so that no student either of Major or core deprive of shortage of classes. It is also taken care of, when preparing the Class Schedule, that courses of all semesters would complete in due course of time. For recording and monitoring of progression of courses, a system of maintenance of a Teachers' Diary has been implemented where each teacher records their daily progression of courses, in accordance with their Teaching plans those they displays in the departmental Notice Board at the beginning of the classes of each semester. The Vice Principal of the college, being Head of the Academic Committee, monitors the system and verifies the Diaries of the Teachers and preserves the documents in his custody at the end of the Academic year.

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 |
|---|-------------------------------------|-----------------------|----------|--|-------------------|
| Certificate Course in Sanskrit language | Diploma Course in Sanskrit language | 09/08/2018 | 365 | Yes | No |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|------------------------------------|-----------------------|
| BA | No New Course Introduced till date | 30/06/2019 |
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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 |
|----------------------------------|---|---|
| BA | Major in Assamese, Bengali, Eng., Eco., Edu., Pol. Sc., Philo., Hindi, Maths Sanskrit | 17/06/2019 |
| BCom | Specialisation in Accounting and Finance | 17/06/2019 |

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 63 | 3 |

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 |
|--|----------------------|-----------------------------|
| Yoga Basic Course introduced in 201920 | 27/08/2019 | 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 |
|---------------------------|---|---|
| BA | Swachh Bharat Summer Internship Programme | 44 |
| BA | Field survey on "Socio-economic Study of the Tai people of Namphake Village, Naharkotia, Assam" by the Dept. Of Sociology | 53 |
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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

An online feedback collection system has been introduced in the college and the collected feedback from students are analysed criterion wise. In first 12 criteria, students are asked certain direct questions to provide their response either in affirmative or in negative way. In criterion 13, students are asked to provide their overall comments and suggestions, if any, regarding the first 12 criteria. In criterion 14, students are asked to provide their feedback concerning their respective teachers in a 5 point scale and finally asked to offer their assessment on the college on a 10 point scale. In the session 20182019, a total number of 913 students provided their feedback where 81 to 97 students expresses their satisfaction regarding different aspects of the college. On overall grading, 89.3 students provided the college above 7 point in a 10 point scale. Along with a detailed report of the criteria wise analysis of feedback collected from students, the individual teacher assessment sheet (criterion 14 of the feedback form) is submitted to the authority for necessary remedial measures. From the session 20182019, in a 12 point structured format, a Students Satisfaction Survey (SSS) also is made among outgoing students where 200 students participated. Feedback also has been collected from other stakeholders and analysed accordingly. However, manual feedback has been collected from teachers', staff and guardians where feedback from the Alumni is received from their speech in meetings with IQAC of the college. Where feedback is collected from all members of teaching and noonteaching staff, Guardian feedback is collected from 10 parents of each department, and analysed accordingly once in a year. Since the academic year, feedback are used to collect during Aprilmay. Maintaining necessary confidentiality, the feedback committee makes analysis of the feedback collected from different stakeholders and submits a detail report to the authority through IQAC for taking necessary remedial measures. Through this system of collecting feedback from different stakeholders, the authority receives certain suggestions provided by the teachers, staff and parents those plays a significant role in decision making and planning process of the college for better interest of the institution.

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 in Assamese, Bengali, Eng., Eco., Edu., Pol. Sc., Philo., Hindi, Maths & Sanskrit | 300 | 450 | 328 |
| BCom | Honours in Accounting and Finance | 50 | 62 | 57 |

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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 |
|------|---|---|---|---|--|
| 2018 | 1037 | 0 | 34 | 0 | 0 |

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 |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 34 | 13 | 120 | 4 | 4 | 1 |
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Since the Academic Session 2016 2017 the Institution is continuing its students mentoring system through its own Academic performance monitoring and counselling cell (APMC Cell). The Cell in each academic year appoints some teacher guardians who monitor the students' activities, attendance, and performance in insemester examinations, and accordingly guide them for better performance in their academic life. The appointed Teacher guardians establish contact with the students of his/her team and brief them about the rule/regulations and the course curriculum of the University and talks them through the procedures to get familiar with the system and gives them tip on the roadmap to success. The Teacher Guardian establishes a friendly rapport with the students and creates an environment where the students feel free to express their grievances/inconveniences if there is any. The Teacher Guardian also tries keep close contact with the parents of the students and keep them updated about matters that he/ she deems necessary. Teacherguardian also holds frequent meetings with the students and helps them with books, study materials etc. Besides, teacherguardians also help and advice the students in solving their personal problems, health, financial or mental issues. In the academic year 20182019, out of 29 permanent teachers of B.A. Programme, 19 (nineteen) were appointed by the APMC Cell as mentors of the students where the Mentor – Student ratio was 1: 52. Moreover, at the beginning of the academic year, the Authority in association with the IQAC of the College organises an Induction Meeting in order to guide the students by pointing out certain tips for their better academic progression during under graduate courses. In the Academic Session 20182019, an Induction Meeting was organised by the IQAC on 04.08.2018 where 214 students were present. The Principal of the college in the meeting specially advised the students to use the College Library and it facilities for academic progression of the students as much as possible and to contact the Convener/Coordinator of different related committees/cells when and where they feels the necessity of any sort of assistance. Furthermore, the IQAC keeps close contact with the students through the Students' Union of the college. The IQAC has already taken a resolution in a meeting held on 12. 03. 2018 in 20172018 to sit with the students Union once in the end of every Month, in normal circumstances, and successfully complying, to listen to students' problem, if any, and to advice and Guide them in their overall academic arena.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 1037 | 34 | 1 : 55 |

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 |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 33 | 28 | 5 | 0 | 11 |

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 |
|-------------------|---|---------------------|--|
| 2018 | Dr. Tanusree Sarker | Associate Professor | NSS state level best Programme Officer award |
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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 | BA (Major and Nonmajor) | 1st, 3rd 5th Semester | 30/11/2018 | 13/02/2019 |
| BCom | B.Com. | 1st, 3rd 5th Semester | 30/11/2019 | 13/02/2019 |
| BA | BA (Major and Nonmajor) | 2nd, 4th and 6th Semester | 31/05/2019 | 16/07/2019 |
| BCom | B. Com. | 2nd, 4th and 6th Semester | 31/05/2019 | 16/07/2019 |
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution has limited scopes for reform on internal evaluation at the institutional level as the modalities for the same (i.e. internal Sessional examination) has been devised by the affiliating university only. However, with a view to making the reforms continuous/rigorous and student oriented, some novel initiatives have been taken by the institution -

- Reform: To make the students familiar with the use of OMR, it has been made mandatory to use OMR type question papers in at least one paper in Sessional examinations.
- Continuous Evaluation: (a) Quizzing: All the HoDs have been directed to make sure that towards the end of every theory classes there must be a short quiz session to figure out the level of learning of the students. Teachers will be able to figure out the students with better understanding of the subject and accordingly can give grading to them. (b) Class Assignment: Regular class assignments are given to the students to evaluate their level of learning. (c) Group discussion: Group discussions are regularly done at the end of every Unit/ Lesson. This is a very useful tool to accesses the grasp of a student on a subject. (d) Unit test: Unit tests are conducted at the end of each unit to accesses the performance of a student. (e) PPT presentation: Students are to give presentations on a topic of their choice using PPT and smart board. Evaluators figure out the level of their grasps on these ICT tools along with their hold on the subject. (f) Online tests: Few departments also conduct online examinations as a part of their internal evaluation processes. This makes the evaluation extremely swift as the results are obtained instantaneously. Moreover the evaluation process is very transparent. (g) Sessional examinations: Two Sessional examinations are conducted in each session. They are the backbones of the Internal Evaluation process. The first

Sessional also serves as a means to find out slow learners from the fast learners.

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

Since the college is affiliated to Dibrugarh University, Assam, the University itself prepares the Academic calendar for its affiliated colleges and the colleges have to abide by it in conduction of different examinations and other related matters along with the observation of different occasions. However, by following the academic calendar prepared by the university, the College itself prepares an Academic Calendar of its own to make the teachers and students of the college aware regarding the schedule of different examinations such as Unit Tests, Sessional examinations, Dated of Seminars and Group Discussions to be organised by the departments for students for internal assessment etc. along with the dates of different occasions to be organised by the college such as Students Union Election, Annual college Festival, Admission dates, dates of commencement of classes, Semester Vacation dates, date of resumption of classes, dates of Notification of class routine, dates of Form fill up etc.

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)

http://wimcol.org/uploads/Programme_Outcome.pdf

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 |
|----------------|----------------|---|---|---|-----------------|
| BA (Major) | BA | Major in Assamese, Bengali, Eng., Eco., Edu., Pol. Sc., Philo., Maths & Sanskrit | 178 | 143 | 80.33 |
| BA (Non-major) | BA | Non- major in Assamese, Bengali, Eng., Eco., Edu., Pol. Sc., Philo., Hindi, Maths, Sanskrit, History, Sociology | 129 | 101 | 78.29 |
| B. Com | BCom | Specialisati on in Accounting and Finance | 29 | 24 | 82.75 |

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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)

http://wimcol.org/uploads/SSS_Report_2018_19.pdf

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 |
|--|----------|----------------------------|------------------------|---------------------------------|
| Minor Projects | 730 | UGC | 1.4 | 0.1 |
| Any Other (Specify) | 7 | Womens College, Tinsukia | 0.15 | 0.15 |
| Any Other (Specify) | 365 | UGC | 0.15 | 0.15 |
| Students Research Projects (Other than compulsory by the University) | 365 | Govt. of Assam | 1 | 1 |

[View File](#)

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 |
|--|--|------------|
| “Behavioural Remodelling Use of ICT Tools for Classroom Teaching” from 29.04.2019 to 05.05. 2019 | IQAC, Womens College, Tinsukia in association with Electronics ICT Academy, IIT, Guwahati, Assam | 29/04/2019 |

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 |
|-------------------------|-----------------|-----------------|---------------|----------|
| NIL | N/A | N/A | 30/06/2019 | N/A |

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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 | N/A | N/A | N/A | N/A | 30/06/2019 |

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 15000 | 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 |
|------------------------|-------------------------|
| N/A | 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 | Education | 1 | 0 |
| International | Education | 2 | 2.05 |
| International | Political Science | 2 | 5.75 |
| International | Economics | 2 | 3.14 |
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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 |
|--------------------------------------|-----------------------|
| Political Science (Book) | 4 |
| Education (Book) | 4 |
| Education (Article in Book) | 5 |
| Political Science (Chapters in Book) | 2 |
| View File | |

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 |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| Nil | Nil | Nil | 2019 | 0 | N/A | 0 |
| No file uploaded. | | | | | | |

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 | 2019 | 0 | 0 | N/A |
| No file uploaded. | | | | | | |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 0 | 31 | 2 | 0 |
| Presented papers | 0 | 7 | 0 | 0 |
| View File | | | | |

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 |
|--|--|--|--|
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 8 |
| AWARENESS /COTPA FIELD VISIT | NSS Unit, Womens College, Tinsukia | 1 | 2 |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 8 |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 10 |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 10 |
| Silver Medal Awarded to NSS Unit Womens College, Tinsukia | Sambandh Health Foudation | 1 | 0 |
| NE NSS FESTIVAL, ITANAGAR, Donbosco college, Itanagar | NSS and Govt. of Arunachal Pradesh | 1 | 11 |
| Free Health Check Up Camp in Women's College Hostel | NSS in collaboration with Indian Medical Association, Tinsukia Branch | 3 | 13 |
| Menstrual Hygiene Week | NSS Unit, College Health Sanitation Club, NCC Unit, Women's College, Tinsukia and Indian Medical Association, Tinsukia Unit, Assam | 6 | 125 |
| World Environment Day | IQAC, NSS Unit NCC Unit, Women's College, Tinsukia | 7 | 25 |
| Yoga Camp | NSS Unit NCC Unit, Women's College, Tinsukia and Vivekananda Kendra, Tinsukia, Assam | 3 | 40 |
| World Biodiversity Day | NSS Unit in collaboration with ECO Club | 2 | 75 |
| World Environment Day | NSS Unit in collaboration with ECO Club | 15 | 120 |
| International Yoga | NSS and NCC Units, | 3 | 30 |

| Day | Womens College, Tinsukia | | |
|---|---|---|-----|
| Swachh Bharat Summer Internship Camp | NSS Unit, Womens College, Tinsukia | 3 | 24 |
| Workshop on Antitobacco | NSS in collaboration with Sambandh Health Foundation NGO and TATA Trust | 1 | 50 |
| Workshop on Antitobacco | NSS in collaboration with Sambandh Health Foundation NGO and TATA Trust | 1 | 40 |
| Swachhata Pakhwada | NSS Unit, Womens College, Tinsukia | 2 | 200 |
| Surgical Strike Day | IQAC and NSS, Womens College, Tinsukia | 2 | 180 |
| NSS Day Observation | NSS Unit, Womens College, Tinsukia | 2 | 127 |
| Swachh Bharat Abhiyan | NSS, NCC Students' Union, Womens College, Tinsukia | 5 | 15 |
| World AIDS Day | NSS Unit, Womens College, Tinsukia | 1 | 45 |
| District Youth Parliament | NSS Unit, Womens College, Tinsukia | 3 | 34 |
| National Productivity Day | NSS Unit, Womens College, Tinsukia | 3 | 25 |
| International Women's Day | NSS in collaboration with Women's Cell, Womens College, Tinsukia | 4 | 80 |
| NSS Special Camp | NSS Unit, Womens College, Tinsukia | 4 | 83 |
| International Youth Exchange Programme | MYAS, Govt. of India | 1 | 1 |
| NSS State Award Ceremony | Directorate of Sports and Youth Affairs, Govt of Assam | 1 | 1 |
| PreRepublic Day Parade Selection Camp | NSS Unit, Womens College, Tinsukia | 2 | 4 |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 1 |
| PLEDGE FOR LIFE | NSS Unit, Womens | 1 | 8 |

| | | | |
|---------------------------|------------------------------------|---|---|
| | College, Tinsukia | | |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 8 |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 8 |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia | 1 | 8 |
| View File | | | |

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 |
|--------------------------|------------------------|-----------------------------------|------------------------------|
| Anti Tobacco Campaign | Gold and Silver Medals | Sambandh Health Foundation (NGO)) | 200 |
| Social Service under NSS | Best Volunteer Award | DYAS, Govt. of Assam | 1 |
| No file uploaded. | | | |

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 |
|---------------------------------|---|--|--|--|
| Swachh Bharat Summer Internship | NSS / MHRD | Swachh Bharat | 3 | 44 |
| PLEDGE FOR LIFE | NSS Unit, Womens College, Tinsukia and SAMBANDH HEALTH FOUNDATION | Cancer Awareness and Anti Tobacco Campaign | 1 | 50 |
| 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 |
|--------------------|-------------|-----------------------------|----------|
| Nil | 0 | N/A | 0 |
| 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 |
|---------------------|----------------------|---|---------------|-------------|-------------|
| Spoken Tutorial and | Spoken Tutorial | Spoken Tutorials, | 01/07/2018 | 30/06/2019 | 1415 |

| | | | | | |
|--|---------------------------|---|------------|------------|----|
| IT / Software Training Programme | (ST) Training | IIT, Bombay | | | |
| Employability Enhancement Training | Tata Consultancy Services | Tata Consultancy Services (TCS) in Collaboration with District Employment Exchange, Jorhat College Development Council, Dibrugarh University and Career Counselling Support Cell, Women's College, Tinsukia | 03/06/2019 | 23/06/2019 | 15 |
| Preparedness of students for Academic and Job related Competitive Examinations | Rigorous Coaching Classes | Faculties from Institute of Banking Training, New Delhi and Tinsukia Branch. | 01/01/2019 | 30/04/2019 | 25 |

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 | 30/06/2019 | N/A | 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 |
|--|--|
| 19.6 | 28.03 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|-------------|-------------------------|
| Campus Area | Existing |

| | |
|--|-------------|
| Class rooms | Newly Added |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar halls with ICT facilities | Existing |
| Video Centre | Newly Added |
| Value of the equipment purchased during the year (rs. in lakhs) | Existing |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Existing |
| Others | Existing |
| No file uploaded. | |

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 (OPAC) | Fully | 1.0 | 2011 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|-----------------------|----------|---------|-------------|-------|-------|---------|
| | | | | | | |
| Text Books | 17005 | 929576 | 60 | 10752 | 17065 | 940328 |
| Reference Books | 25951 | 2274822 | 219 | 95944 | 26170 | 2370766 |
| e-Books | 97069 | 0 | 0 | 5900 | 97069 | 5900 |
| Journals | 22 | 0 | 0 | 7020 | 22 | 7020 |
| e-Journals | 6004 | 0 | 0 | 5900 | 6004 | 5900 |
| Digital Database | 1 | 59800 | 0 | 0 | 1 | 59800 |
| CD & Video | 258 | 6046 | 5 | 0 | 263 | 6046 |
| Library Automation | 1 | 0 | 0 | 43165 | 1 | 43165 |
| Weeding (hard & soft) | 740 | 0 | 0 | 0 | 740 | 0 |
| Others (specify) | 12381 | 0 | 191 | 286 | 12572 | 286 |
| Others (specify) | 23 | 30961 | 0 | 33501 | 23 | 64462 |

[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 | Date of launching e- |
|---------------------|--------------------|--------------------------|----------------------|
|---------------------|--------------------|--------------------------|----------------------|

| | | | |
|-------------------|-----|--------------|------------|
| | | is developed | content |
| NIL | N/A | N/A | 30/06/2019 |
| 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 | 111 | 5 | 2 | 2 | 1 | 8 | 8 | 4 | 0 |
| Added | 15 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 |
| Total | 126 | 5 | 3 | 2 | 1 | 9 | 8 | 4 | 0 |

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

| |
|--------------|
| 4 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 |
|--|--|
| Media House, Womens College, Tinsukia | Not Linked |

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 |
|--|--|--|--|
| 32.3 | 30.59 | 45 | 37.44 |

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)

1. **Laboratory:** The laboratory of the Education Department is maintained by the support staff of the department. 2. **Library:** The library of the college is fully automated where SOUL (OPAC). It is a very rich library with more than 43,000 printed books, ebooks, ejournals etc. and is of open access type. It has a provision for External Membership also. The library also has been running a Mobile Library project, under which books are provided to schools, clubs etc. at their doorsteps. The printed books, their circulations and the book shelves are regularly maintained by the library staff. SOUL and other software are periodically updated and maintained by the Librarian with the help of the outsourced technical person. 3. **Sports Ground:** The College has a very small play ground where there are arrangements for outdoor sports like Volley ball, KhoKho etc. Indoor sports like Badminton, Carrom, chess etc. are played inside the multi purposed auditorium. There is a gym of the college comprising various exercise machines. All the sports facilities have been periodically maintained by the college authority by outsourcing required technical persons from local farms. 4. **Computers:** The college also has 4 (four) computer Laboratories comprising 126 computers. Apart from that the college also has 12 computers for official and other uses. All are connected to internet and their OS and other associated software are automatically updated and maintained periodically under

direct supervision of the faculties of the Computer science department. For hardware maintenance, the college has outsourced one technical person from a computer farm and as per our MOU with the farm the technical staff periodically does the hardware maintenance. 5. Classroom and Infrastructure facilities: The College has a total of 26 classrooms with 4 (four) ICT classrooms that are facilitated with smart boards. The conference hall adjoining the library equipped with a smart board. The College Auditorium is well equipped with Audio amplifiers Microphones, LCD Projectors, Electricity backups and with more than 500 seat capacity which is used for various purposes. An Ethnic museum has also been created in the auditorium. The Auditorium has been used as Multi Utility Infrastructure with badminton and fencing courts. The class rooms and the lecture halls are painted/ whitewashed once in a year. Maintenance of different furnitures are done as and when necessity arise. For maintenance of the electrical utilities and equipments, we have outsourced one technical person (Electrician) by signing a MOU with him. The said person does the periodic maintenance. The diesel gensets are periodically maintained by technical persons from respective companies. 6. Hostel: The girls' hostel of the College has a seat capacity of 150. A New extension of the hostel has come up during 2015 with a seat capacity of 28. Elaborate arrangements have been made in the hostel to provide academically conducive atmosphere, safe and economically affordable accommodation with homely ambience. It is looked after by the authority through the appointed warden and matron. Maintenance is done periodically by the college authority.

http://wimcol.org/uploads/Physical_Academic_Support_Facili.pdf

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 | Medical Help, College Admission Fee and Hostel Fee exemption | 16 | 131730 |
| Financial Support from Other Sources | | | |
| a) National | Ishan Uday Scholarship | 34 | 2203200 |
| b) International | NIL | 0 | 0 |
| 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 implemetation | Number of students enrolled | Agencies involved |
|---|-----------------------|-----------------------------|---|
| Teacher Guardianship | 15/02/2018 | 1005 | Academic Performance Monitoring and Counselling Cell, Women's College, Tinsukia |
| Workshop on "Behavioural Remodelling Use of | 19/04/2019 | 53 | Electronics ICT Academy, IIT, Guwahati, Assam |

| | | | |
|--|------------|----|--|
| ICT Tools for Classroom Teaching” | | | |
| Rigorous Coaching Classes | 01/01/2019 | 25 | Career Counselling Support Cell, Women’s College, Tinsukia |
| Workshop on Employability Enhancement Training | 03/06/2019 | 14 | Tata Consultancy Services (TCS) |
| 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 |
|---------------------------|---|--|--|--|---------------------------|
| 2019 | Rigorous Coaching Classes | 25 | 0 | 0 | 0 |
| 2019 | Employability Enhancement (Skill Gape) Training | 0 | 14 | 6 | 1 |
| View File | | | | | |

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 |
|---------------------------|--------------------------------|---|
| 1 | 1 | 2 |

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 | Tata Consultancy Services | 14 | 6 |
| View File | | | | | |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| | | | | | |

| | | | | | |
|------|----|----|-------------------|---|---------------------------|
| 2019 | 10 | BA | Philosophy | Gauhati University, Dibrugarh University etc. | M.A., LLB etc. |
| 2019 | 4 | BA | Bengali | Gauhati University, Guwahati, Assam | M.A. |
| 2019 | 30 | BA | Political Science | Gauhati University, Dibrugarh University, J.B. College, Jorhat, Arunachal University etc. | M.A. , LLB, D. L.Ed. etc. |
| 2019 | 15 | BA | Education | Gauhati University, Dibrugarh University, Arunachal University etc. | M.A. , D L.Ed. etc. |
| 2019 | 5 | BA | Assamese | J.B. College, Jorhat | M.A. |
| 2019 | 9 | BA | English | Mount Carmel College, Banglore, Christ University, Banglore, Dibrugarh University, NEHU, Shilong, Gauhati University Bosco Institute, Jorhat etc. | M.A., LLB etc. |
| 2019 | 8 | BA | Sociology | National Institute of Social Science and Social Work, Bhuwaneswar, Udhisa, NERIM, Guwahati, Assam; Dibrugarh | M.A. etc. |

| | | | | | |
|-------------------|----|----|-----------|---|------|
| | | | | University etc. | |
| 2019 | 12 | BA | Economics | Gauhati University, Dibrugarh University etc. | M.A. |
| 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 |
|-------------------|---|
| Any Other | 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 |
|-------------------|-------------------|------------------------|
| Cultural Activity | Institution Level | 79 |
| Literary Activity | Institution Level | 112 |
| Sports (Outdoor) | Institution Level | 85 |
| Sports (Indoor) | Institution Level | 65 |
| 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/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|-------------------|--------------------------------|----------------------------|-----------------------------|-------------------------------|-------------------|--------------------------|
| 2019 | Bronze Medal (Senior 52 KG) | National | 1 | 0 | PYNo. 000257 | Bhagyashree Borphukan |
| 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 Major Activities of the Students' Union are -

- President: To preside over all the meetings and functions organized by the Union body.
- Vice President: To take the charge and responsibilities of the president in her absence.
- General Secretary: Overall incharge of the activities of the union body. Solders principal responsibility of organizing all the official programs and meetings and functions (viz. General meeting of the College Week, Fresher's Social Farewell Meeting etc.). Is a member of the Grievance Redressal Cell, Internal Complaint Committee, Sexual Harassment prevention Cell and thereby contributes to the causes of Grievance Redressal and prevention of sexual abuse.
- Assistant General Secretary: To assist the General Secretary in all the activities.
- Magazine Secretary: Editor of the College Magazine, responsible for bringing out the magazine.
- Assistant Magazine Secretary: To assist the Magazine Secretary.
- Cultural Secretary: Organizes and manages all the cultural activities, competition etc.
- Assistant Cultural Secretary: To assist the Cultural Secretary.
- Games Secretary (Indoor): In charge of Indoor

games. So to organize competitions of different indoor games. • Games Secretary (Outdoor): In charge of Outdoor games viz. Volley Ball, Track Field events etc.

• Debate Symposium Secretary: Responsible for organizing literary academic activities/ competitions, organizing symposium/ workshop etc. • Girls' Common Room Secretary: In charge of the Girls' Common room. Looks after the affairs related to the facilities amenities available in the Common room. • Social Service Secretary: Organizes social service camps in collaboration with the NSS unit under Swachh Bharat Abhiyan and helps the authority in its extension activities. Students' Union of the college works tandem with the college administration and the IQAC. It sits with the IQAC periodically to discuss different students' related academic issues as well as extracurricular activities and the IQAC accordingly discusses the matters with the authority to deal with the issues as per necessity. The Union observes different occasions in the college such as Teachers' Day, Fresher's Social, Farewell Meeting and different occasions of national importance/social significance. It also organizes the Annual College festival where different competitions are organised among students and ensures participation of the students in various university level/ state level /national level competitions. During 20182019, the Union organised two significant programmes - • An Inter District Cooking Competition on 31.03.2019 in collaboration with "Sparkling India' (an NGO) • A Six Days Play Oriented Acting/Theatre Workshop during 2227 Nov., 2019 in association with the IQAC of the College and Cadence Theatre, Mumbai. The Union also keeps strict vigil on matters related to students' welfare, safety, security, grievances etc. The college as a part of its stated policy of ensuring participative governance always ensures participation of student bodies in various statutory/ nonstatutory bodies of the college., for example, IQAC, Project Monitoring Unit (RUSA:2.0) of the college etc. In Women's College, Tinsukia, there is a scope for students' representatives to be included as members of bodies like Internal Complaint Committee, Sexual Harassment prevention Cell, Anti Ragging Cell etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

300

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of the college organises Meetings in each quarter of the year. During the year 20182019, the Association organises four Meetings among the Members of the Committee and Alumni.

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 ensure Decentralization of Power and Participative management , the College administration, as it has done before, has facilitated the following:
(A) Academic Management: With a view to decentralizing the academic management the college authority has constituted the following cells/ committees: (i)

Academic Committee: It is the supreme policy making body, which approves the university curriculum with any modification/ enrichment schemes for placement before the G.B. After which it is handed over to the concerned departments to be transacted. At the end of a session it reviews the results and gives suggestions to the college authority regarding any remedial action/ modification in teaching learning strategy etc. (ii) **Department Management Committees:** Each department has its own DMC. The DMC makes budget for the department, makes/ approves teaching plan for each individual teacher, monitors/ reviews teaching learning process and academic performances of the department and above all acts as the bridge between the college authority, academic committee and the departments. It is the ground level agency that ensures smooth transaction of the curriculum of the university. (iii) **Examination Board:** Examination board is entrusted with the complete responsibility of smooth running of the university and internal examinations. It has three Assistant Officer incharges, with the Principal as the Officer Incharge. It ensures a transparent and full proof examination and is accountable to the Principal. (iv) **Research Committee:** It is a committee that plans strategies related to research at the UG level. It also approved proposals for Research Projects to be finally approved by the Principal and if necessary, suggests modifications. (B) **Administrative Management:** To ensure decentralization and participation in administrative matters the college has (i) **IQAC:** Constituted as per the UGC and NAAC guidelines, the IQAC of the college works in tendem with the administration to ensure utmost quality in the entire teaching learning processes and other associated aspects. (ii) **Purchase Committee:** It is constituted as per UGC guidelines and is empowered with the responsibility of approving all proposals related to any form of purchase in the college. It is directly answerable to the Governing Body of the college. (iii) **Building Committee/ construction committee:** It is constituted as per UGC guidelines and is empowered with the responsibility of approving all proposals related to any form of construction/ Infrastructure development in the college. It is directly answerable to the Governing Body of the college.

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

Partial

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 | 1) A Curriculum Enrichment Cell has been Constituted. 2) From time to time senior faculties of our college are invited by the Boards of Studies of the University to take part in curriculum planning and design. |
| Teaching and Learning | 1) Hands on Experience: Departments plan to do the same. 2) Teachers Use ICT tools for better teaching learning process. 3) a) To monitor the strengths and weaknesses of the teachers and students, the Academic Committee periodically asses the performances of them with the help of students feedback, Students' and Teachers' Diary and the results of various internal examinations. b) As and when any short coming/weakness is detected related to |

the teaching learning process, necessary remedial measures are taken to minimize the consequential effect. Concerned teacher(s), student(s) and their parents are called by the Principal and are apprised of the situation and subjected to a teacher guardian/counsellor for necessary remedial measures.

Examination and Evaluation

1) While all the final examinations and evaluation works are held and done by the University, the college conducts i. Internal Evaluations like Sessional Examination, ii. Holding of Seminars, iii. Group Discussions and iv. Recording of student attendance These constitute 20 of the weightage in the Final Examination. 2) An Examination Board is constituted every year to ensure smooth conduct of all the internal and external examinations

Research and Development

1) A 'Research Committee' has been reconstituted to facilitate and guide research activity at under graduate level. 2) As a result of its initiatives, 06 of our faculty members have been engaging themselves in active research work as registered Research Scholar under Assam University, Dibrugarh University and Arunachal University. 3) Two Lecture Programme has been organised by the Research Committee on 8.9.2018 and 4.4.2019 during the year.

Library, ICT and Physical Infrastructure / Instrumentation

1. LIBRARY (a) The College Library is Open Access type and it has 17,065 Nos. of Text Books, 26,170 Nos. of Reference Books, 97,069 EBooks, 22 Journals, 6,004 EJournals (N List), 14 Magazines and 9 Newspapers and 263 CD Video to cater for both students and teachers. (b) The average no. of daily users of the Library is 70. (c) The capacity of the Library reading room is 87. (d) The Library is fully automated with SOUL (OPAC) Software in use for complete transactions in the Library. (e) The Library has 21 (twenty one) Nos. of Computers and out of these 16 (sixteen) Computers are fully equipped with high speed wifi internet connection which students can access every working day. 2. ICT (a) A new ICT class room cum laboratory has been set up with 20 high configuration computers and a Server in the year 20162017. (b) The College Campus is equipped with high speed WIFI

broadband connection. (c) The College has three computer labs with a total of 71 Computers. (d) The College Office is also equipped with 11 Nos. of Computers and 6 Nos. of Printers. (e) Some of the classrooms are connected with audiovisual projector system which can be connected to high speed internet for use during the lecture sessions. 3.

PHYSICAL INFRASTRUCTURE/INSTRUMENTATION

(a) Classroom and Lecture Hall: The College has 04 Nos. of Smart class Room, 5 Nos. of Lecture Halls, 26 Nos. of General Class Rooms. (b) Students' Common Room: It is equipped with sitting arrangement for 100 students at a time, an LCD TV with satellite TV connectivity, adjacent toilet with drinking water facility. An adjacent room is facilitated with table tennis Carom, Chess etc. (c) College Canteen: There is a sophisticated canteen with sitting arrangement for 40 students at a time, which provides a wide variety of hygienic food at subsidized price. (d) MultiGym: There is a gymnasium equipped with multiple modern facilities. (e) Water Purification Unit: There are nine numbers of Water Purifiers and three high capacity water cooler machines. (f) Auditorium cum Indoor Stadium: The modern Auditorium of the college can also be used as an indoor stadium with two badminton courts. (g) Girls' Hostel: The college hostel can accommodate 162 boarders. (h) Xerox Facilities: The College has two Xerox Machines. (i) Departmental Store: The College has small departmental store which provides stationery materials to the students at reasonable price. (j) Health Centre: A Health Centre has been operational from the last session which is supported by an Ambulance Service of its own. (k) Construction of New Library building (ground floor) and Computer labs (first floor) has been completed. (l) An Ethnic Museum has been created.

Industry Interaction / Collaboration

As per agreement between Womens College, Tinsukia and Spoken Tutorial IT/Software Training Programme by IIT, Bombay initiated by National Mission on Education through ICT, MHRD, Govt. of India to promote IT literacy through open source software, the students of Women's College, Tinsukia have enrolled in various Free and Open Source

Software (FOSS) Courses. A total number of enrolled students in different FOSS Courses during the academic year 20182019 was 1415.

Human Resource Management

The aim of the administration has been to optimize the use of human resources available within the system. 1. The Endeavour has been to make the capability of the administrative staff multidimensional. Systematic training and skill development programs are introduced so that every single staff is capable of shouldering total responsibility of a project on his/her own (e.g. every administrative staff is computer friendly with indepth knowledge of accounts, office management etc.). 2. A section of the teaching faculties are well versed in various aspects of office management. This extra quality, apart from their normal teachinglearning activities, helps the administration in smooth running of the college at any moment. These trained / competent and knowledgeable teaching faculties can be utilized as a backup system under such circumstances where work at war footing is required.

Admission of Students

1) Admission to various courses in the college is dependent on the Academic Calendars of the Affiliating University (Dibrugarh University) and Assam Higher Secondary Education Council (AHSEC). 2) The college strictly adheres to the government rules regulations and maintains a transparent admission policy. 3) The admission process is advertised in State level Newspapers and the college website, well ahead of the admission schedule. 4) Admission is done completely on merit basis following all the reservation rules of the State Govt. However, special relaxation of norms is provided to candidates belonging to BPL category and to students with extra ordinary credentials in sports extracurricular activities.

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

| E-governance area | Details |
|--|---|
| <p>Planning and Development</p> | <p>1) The College Library is fully automated with SOUL and e materials have been made available with the help of Inflibnet, Enlist, Swayamprabha etc. 2) The college website is comprehensive</p> |

| | |
|-------------------------------|---|
| | with all available features and is linked with various govt websites. |
| Administration | The College Management Software is being implemented from the coming session. |
| Student Admission and Support | We are going to make the Admission and Attendance management automatic from the coming session. |

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 |
|-------------------|-----------------|--|--|-------------------|
| 2019 | Nil | N/A | N/A | 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) |
|-------------------|--|---|------------|------------|---|---|
| 2019 | "Behavioural Remodeling Use of ICT Tools for Classroom Teaching" | Nil | 29/04/2019 | 05/05/2019 | 53 | 0 |
| 2019 | Workshop on use of MS Word, MS Excel and MS Power point | Workshop on use of MS Word, MS Excel and MS Power point | 11/02/2019 | 30/03/2019 | 30 | 5 |
| 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 | 2 | 22/11/2018 | 12/12/2018 | 21 |
| Annual Refresher | 1 | 10/12/2018 | 28/02/2019 | 80 |

| | | | | |
|---------------------------|---|------------|------------|----|
| Programme in Teaching | | | | |
| Orientation Course | 1 | 04/09/2018 | 01/10/2018 | 28 |
| View File | | | | |

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 0 | 0 | 0 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|--|--|
| <p>1) There is a scheme named Employees' Mutual Benefit Fund, which provides financial assistance to needy teachers in the forms of loans. 2) The College provides Free Ambulance service Facility to the Teaching Community during emergency.</p> | <p>1) The non teaching staffs are also covered under the Employees' Mutual Benefit Fund Scheme and they can avail similar benefit as enjoyed by the teaching staff. 2) The College Administration provides free housing accommodation to GradeIV employees. This is, keeping in view, their weak financial condition. 3) The College provides Free Ambulance service Facility to the Nonteaching staff also during emergency. 4) Free Electricity and Running Water Facility also has been provided to the Support staff of the college in the staff quarters.</p> | <p>Besides the Scholarships offered by the Govt. like National Merit Scholarship, Ishan Uday Scholarship, State Merit Scholarship, Scholarship for SC/ST students etc, the college has its own schemes of offering scholarship to the needy and meritorious students. Some of such schemes running at present are 1) Dr. Indira Miri Scholarship 2) Chandraprava Saikiani Scholarship 3) Benu Bhushan Dey Scholarship. 4) Student Aid Fund for the needy and poor students. 5) Library Book Bank provides free books on loan basis to the needy students. 6) Free Health Checkup camps have been organized by Medical Health Care Cell. 7) Accidental Benefit Insurance has been done for the students. 8) An Account as 'Welfare Fund' for poor and needy students has been opened at Bank of Boroda (Tinsukia Branch) on 4th February 2019, Tinsukia. 9) Time to time Free Coaching to outgoing students for Job entry are provided.</p> |

6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal as well as external audits regularly: 1. The Internal Audit: It is a process which was adopted by the college since its inception. It provides the unbiased, independent reviews of the financial system of the institution. The audit includes the examination of the internal controls, accounting and financial reporting. The internal audit is done by the institution on time to time basis. After preparation of Cash Book, Ledger of the various fund of the college, the authority of the college calls local Registered Chartered Accountant for Internal Audit. Chartered Accountant and his Associates checked and verified all the documents with the cash book, cash collection register, stock book and payment vouchers etc. of various fund. Finally local Charter Accountant submits his final report to college authority in the form of statement of receipt payment account for each financial year from March to April. 2. The External Audit: External Audit performs an audit in accordance with the specific law or rules of financial statement, materials provided for improvement of infrastructure etc. which was came in force after the college was brought under GrantinAid system of the Government. After the completion of Internal Audit, the college authority communicated to local audit (State Govt.) for further proceedings. The Director of Audit (Local fund), Guwahati depute two Audit officer for physically verification and check all the books and vouchers like Cash book, Ledger, Bank Statement, stock books, fee collection register, receipt and payment accounts etc. of every financial year. After the completion of audit works the Govt. Auditor raise their audit objection to the college authority, if any, and after that the college authority meet the audit objection. If they satisfy with the Accounts, they recommend for final report to the Director of Audit, Govt. of Assam.

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 | N/A |
| 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 | | Yes | Governing Body, Womens College, Tinsukia |
| Administrative | No | | Yes | Governing Body, Womens College, Tinsukia |

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

1. Parents put forward their valuable suggestions/observations for overall development of the college through feedback which could be utilised in planning for future improvement of the college. This was done in accordance with the meeting of Parent Teacher Association with the IQAC. 2. The parents used to interact with the teachers and college authority time to time and give their

valuable suggestions in various meetings organised by the college authority and departments. 3. The Parent Teacher Association meets the Heads of the Departments to deal with the issues related to the absence of students in their classes and try to convey the message to the respected guardians in their meetings to take necessary action.

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

1. Group Insurance is done for the support staff. 2. Basic training on Fire safety devices has been given. 3. Free health check up and psychological counselling programmes has been organised and 4. AIDS awareness programme has been arranged.

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

1) Innovation in teaching learning by introduction of ICT components. 2) Augmentation of sports infrastructure. 3) Creation of Green Campus by introduction of Solar Powered Street Lights.

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF | Yes |
| 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 |
|-------------------|---|-------------------------|---------------|-------------|------------------------|
| 2019 | Regular Feedback Collection and Prompt follow up action. | 10/03/2019 | 10/03/2019 | 30/04/2019 | 913 |
| 2019 | Students satisfaction Survey | 10/03/2019 | 10/03/2019 | 30/04/2019 | 280 |
| 2019 | Workshop on "Behavioural Remodelling Use of ICT Tools for Classroom Teaching" | 29/04/2019 | 29/04/2019 | 05/05/2019 | 53 |
| 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 |
| 1. Being a | 21/05/2019 | 28/06/2019 | 125 | 0 |

| | | | | |
|--|------------|------------|----|---|
| Girls' College, special Health Related Programmes for the students (Girls) and Female (teaching and nonteaching) faculties are organized such as "Menstrual Hygiene Week" | | | | |
| 2. Being a Girls' College, in adopted villages and schools Health camps and academic programs, specifically for women's, are organized such as "Free health check up camp in Women's College Hostel" | 31/03/2018 | 31/03/2019 | 20 | 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 |
| 1. Plantation of 50 saplings per year at new land. 2. The entire college has Rain Water Harvesting system. 3. 4.4 of power requirement by the college is met by renewable energy sources. |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|--|--------|-------------------------|
| Physical facilities | Yes | 3 |
| Provision for lift | No | 0 |
| Ramp/Rails | Yes | 3 |
| Braille Software/facilities | No | 0 |
| Rest Rooms | Yes | 0 |
| Scribes for examination | No | 0 |
| Special skill development for differently abled students | No | 0 |
| Any other similar facility | No | 0 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to | Number of initiatives | Date | Duration | Name of initiative | Issues addressed | Number of participating |
|------|--------------------------|-----------------------|------|----------|--------------------|------------------|-------------------------|
|------|--------------------------|-----------------------|------|----------|--------------------|------------------|-------------------------|

| | address locational advantages and disadvantages | taken to engage with and contribute to local community | | | | | students and staff |
|-------------------|---|--|------------|---|--|---|--------------------|
| 2019 | 1 | 1 | 05/06/2019 | 1 | Sapling plantation at the newly acquired plot of land in consonance with the observation of World Environment Day. | To contribute to the green environment and to increase the green coverage on earth. | 100 |
| 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) |
|--|---------------------|---|
| "Dos and Donts (for the students and guardians)" | 17/12/2019 | The booklets will be distributed to various stake holders for free from January, 2020 as the new session will start. Students and guardians also will be thoroughly apprised of the importance of abidance of such regulations. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| • Awareness Programme, on Organ Donation | 15/03/2019 | 15/03/2019 | 250 |
| • Lecture Programme, on "The theory of Yoga and its impact in Life" | 27/06/2019 | 27/06/2019 | 150 |
| No file uploaded. | | | |

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

1. Installation of renewable energy sources at different places of campus. 2. Restricted use of Plastic in the college and Hostel campus. 3. Initiative taken for maximum use of Sunlight by advancing the office and library hours. 4. Initiative taken for maximum use of computers in office work to minimize use of paper. 5. To make the campus Eco friendly a Plastic Bank has been installed at the campus. 6. Provision of Rain water Harvesting System has been made.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - 1

1. Title of the Practice: Teacher Guardianship. 2. Goal: The basic objective has been to ensure the continuous monitoring of the overall performance of the students at the microscopic level and to provide them with necessary Counselling/ guidance. 3. The Context: The issues that have led to the introduction of such a practice have been • dropout of the students in the midst of a program due to their inability to cope up with the standard and pace of transaction of the curriculum. • dropout of the students due to financial reasons. • poor performance of some students owing to lack of language proficiency coming from vernacular backgrounds. • poor performance of some students and subsequent dropouts due to non conducive atmosphere at their home front. 4. The Practice: • The Academic Performance Monitoring and Counselling Cell appoints Teacher Guardians. • The appointed Teacher guardians establish contact with the students of his/her team and brief them about the rule/ regulations and the course curriculum of the University and talks them through the procedures to get familiar with the system and gives them tip on the roadmap to success. • The Teacher Guardian establishes a friendly rapport with the students where the students feel free to express their grievances/ inconveniences if any. • The Teacher Guardian also keeps close contact with the parents of the students and keep them updated about matters that he/ she deems necessary. 5. Evidence of Success: • Students have realized the benefit of Teacher Guardianship and more students are coming forward to interact with their teacher guardians and express their personal grievances. • It is expected that in the long run this micro monitoring would go a long way in ensuring better academic performances. 6. Problems Encountered and Resources Required: • Initially some students were apprehensive and shy of their Teacher Guardians. However this has changed gradually and students have started taking their Teacher Guardians into confidence. 7. Notes (Optional): Since the Academic Session 20162017 the Institution is continuing its students mentoring system through its own Academic performance monitoring and counselling cell (APMC Cell). The Cell in each academic year appoints some teacher guardians who monitor the students' activities, attendance, and performance in insemester examinations, and accordingly guide them for better performance in their academic life. During the Session 20182019 also - (i) Out of 29 working permanent teachers of B.A. Programme, 19 (nineteen) were appointed by the APMC Cell as mentors of the students. (ii) The Mentor - Student ratio was 1: 52. (iii) The appointed Teacher guardians established contact with the students of his/her team and briefed them about the rule/ regulations and the course curriculum of the University and talked them through the procedures to get familiar with the system and gave them tip on the roadmap to success. (iv) The Teacher Guardian also tried keep close contact with the parents of the students and kept them updated about matters that he/ she deemed necessary. (v) Teacherguardian also helped them with books, study materials etc. (vi) Besides, teacherguardians also helped and advised the students in solving their personal problems, health, financial or mental issues.

BEST PRACTICE - 2

1. Title of the Practice: "GYAN VRIKSHA"- A mission to provide academic resources to the underprivileged schools and thereby to ensure eradication of academic disparity among privileged and underprivileged institutions. 2. Goal: Gyan Vriksha is a long term mission with the following goals - • To adopt schools of this region and to provide necessary academic and infrastructural help to these underprivileged academic institutions. • To bring the vast Library resources of the College to the doorsteps of the academic institutions of the region (Mobile Library under Gyan Vriksha Mission)). • To provide the services of the Guest Lecturers at the institutions of the region. • To undertake a sustainable drive to Popularize science and Mathematics in the region • To popularize Astronomy among the masses in order to eradicate superstitions related to celestial events 3. The Context: The feeder region to this College is one such region

where mostly the socio economically disadvantaged people dwell. Social unrest, poverty, susceptibility of the youths to the lure of anti social and anti national elements, superstition, witchhunt etc. are the major ailments that have been crippling the society. It is believed that Academic development of the region can solve these to a good extent. Being an academic institution with sufficient resources and trained manpower, it is our duty to help them. 4. The

Practice: The Mission has a multifarious Character, and hence has multi dimensional activities of its different wings (a) Adoption of School: • MoUs have been signed with the schools. • Students of the said schools are invited to the College and free coaching/ training are given on various topics of their need. • Students from these schools are invited to Exposure Camps that are organized in the College and are given exposure to various fields. • Helps are provided in establishing science laboratories in the schools • Visiting lecturer are sent periodically to these schools (b) Mobile Library: • It is an Extension service wing of the College library. • Interested institutions have to apply for and acquire Institutional Membership (free). On their request 50 books are provided to them (delivered in their door steps) on loan basis for one month. Spot Reading and Story Telling programs are organized for the kids in schools. (c) Knowledge Resource Centre: • Expert Man power, Guest faculties are provided to various schools on request. • Proper experimental procedures are demonstrated in our laboratory • Teachers are trained in their respective fields • Exposure Camps are organized • Disadvantaged schools are provided technical help to establish science laboratories. • Free access to our digital resources is provided. (d) Exposure Camps: • Held twice in a year, the Summer Exposure Camp and the Winter Exposure Camp. The camps are of duration ranging from one week to one fortnight. • Selected students from various schools from the surrounding regions are invited to the camps with their teachers. •

Exposures to different fields viz. Humanities, Science and technology, Environment protection, sports, music, health care, Yoga etc. are provided. •

Topics of their syllabi are also discussed using various teaching aids. (e) Popularization Camps on Science and Astronomy: • Organized in remote schools, clubs mainly in rural areas • Resource persons from the College go there and perform various day long activities to popularize science and astronomy among the masses, especially among the kids. • During Eclipses activities are organized in a rigorous manner to remove misconceptions and eradicate superstitions. 5. Evidence of Success: • Phobias among the students against science and mathematics have been minimized. • Interest in observational Astronomy have been growing • Environmental awareness is on the rise • Superstitions related to solar eclipse have declined 6. Problems Encountered and Resources Required: • The College and persons involved in the mission have to bear a substantial financial burden in organizing Exposure camps,

Popularization camps. • Communication to the remote schools is an issue of concern as sometimes we find that the roads are not motorable. In such cases it becomes difficult to carry our instruments/ teaching aids. • The Social backgrounds of some participating students are so poor that the motivations that they get in the camps are lost as soon as they enter their homes. • The teachers of some schools are ill equipped most of them are not trained. 7.

Notes (Optional): During the Session 20182019, following initiatives have been taken under "GYAN VRIKSHA Mission" - (a) A Summer Special Camp for Higher Secondary Final Year Students (Arts and Commerce) was held from 02.07.2018 to 20.07.2018 (b) A Special Winter Camp for Higher Secondary Final Year Students (Arts) was held from 01.12.2018 to 19.12.2018 and for Commerce Students was held from 01.12.2018 to 31.12.2018. (c) On the Occasion of National Science Day on 28.02.2019 • A Science Model Competition was organised where Sixty (60) participants from different Schools of the Locality Participated and Two Schools have been selected as 1st (Jatiya Vidyalaya, Tinsukia) and 2nd (G. B. Girls High School, Makum) Prize Winner. • A Quiz Competition has been organised where Three Schools have been declared winner: 1st Prize: Tinsukia Bengali

Girls' Higher Secondary School, 2nd Prize: Baby's Nursery School, Tinsukia and 3rd Prize: Durgabari Shishu Vidyalaya, Tinsukia. (d) The College Library after its last visit on 22/08/2017 at Tinsukia Jatiya Vidyalaya, Gellapukhuri, Tinsukia in the session 201819, it visited two schools namely (1) Bengmora Jatiya Vidyalaya, Tinsukia and (2) Tinsukia Jatiya Vidyalaya, Gellapukhuri, Tinsukia during the months of February and May and issued 50 books for four times. By this activity approximately 200 students were benefitted. 8. Contact Details Name of the Principal: Dr. Rajib Bordoloi Name of the Institution: Women's College, Tinsukia City: Tinsukia, Pin Code: 786125, Assam Accredited Status: B (2017) Work Phone: 0374 2338826 (Office) Website: www.wimcol.org, Email: wcttsk@gmail.com Mobile: 8721877856 (Principal)

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

http://wimcol.org/uploads/Best_Practices.pdf

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

Performance of the Institution in the Area Distinctive to its Vision, Priority and Thrust: • The VISION of the Institution is "To become a Centre of Excellence of the highest order and to contribute towards Nation building" . We, as a premier institution for higher education of girls, has been prioritizing the following area of distinctiveness in accordance with our stated vision • QUALITY TEACHING LEARNING ENVIRONMENT CONSISTANTLY GOOD ACADEMIC RESULT: 1. We, at Women's College, Tinsukia provide exemplary teaching learning environment for our students. Our basic motto is "Student first". We have a very strong pool of talented teachers, who never fails to give their hundred percent to the students and always ready to keep themselves updated with the changing academic scenario. Our infrastructure is very strong and most of the classrooms are ICT enabled. The entire campus is covered under high speed wifi internet. Our Library is one of the bests in the entire region. Our Canteen provides homely food at reasonable price. We have more than enough sophisticated water filters at every corner of the college. The Toilets are modern and clean. Office staff and support staff are ever smiling and ready to help to the students all the time. 2. We are very strict with attendance and students are frequently reminded of the fact that a minimum of 80 attendance is required to enable themselves to sit in the university examinations. We always make sure that 100 course completion is achieved, every session in time, course revision, remedial classes, tutorials, continuous evaluations are done with 100 transparency and perfection. All these efforts together ensure that our students perform brilliantly in university examination. In fact with pride we can say that our results over a period of 10 years have been the best among all other colleges of the district. Apart from that: 1. We have a study centre of the IGNOU Centre in the college that offers a wide band of UG and PG courses in distant mode. 2. We also run a contact centre of the Dibrugarh University that offers various PG courses in distant mode. 3. We provide free career counselling and free coaching to our students for various examinations. 4. Our computer science department provides a wide range of computer courses to our students at a very nominal price. We also have been running an IIT Mumbai sponsored computer course in the name of FOSS (Spoken Tutorial). We believe our efforts are going to bear fruit in near future and ours is going to be a Centre of Excellence in the entire region.

Provide the weblink of the institution

http://wimcol.org/uploads/Institutional_Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

The Future Plan of Action for the academic Session 20192020 of the Institution are To initiate processes for applying to the affiliating university to get permission to introduce P.G. in subjects viz. Political Science., Philosophy, Assamese, Education etc. 2. To send reminder to the Govt of Assam regarding our submitted proposal for regularizing the existing commerce stream. 3. To sign MOU with some corporate groups for ensuring placement of our outgoing students. It has not been a very good performance by our students in the job markets. These initiatives will expose the job markets to our students and they will stand a better chance to get a job. 4. To establish a centre for Online Examinations at the College. This will have two fold benefits. Firstly, it will be very helpful for the students of Upper Assam and Arunachal Pradesh as the college is situated at the heart of the city. Secondly, the college will be able to earn revenues from this venture. And finally, our computers will be in good operating conditions as regular check ups and updating will be ensured.