



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		COLLEGE OF EDUCATION, NAGAON
Name of the head of the Institution		DR. MANOSHIKHA BARUAH
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		09864922890
Mobile no.		9864922890
Registered Email		collofedu@yahoo.com
Alternate Email		manoshikha.baruah@gmail.com
Address		S.M. ROAD, PANIGAON CHARIALI
City/Town		NAGAON
State/UT		Assam
Pincode		782003
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	DR. SEWALI BORAH
Phone no/Alternate Phone no.	03672232136
Mobile no.	9365063923
Registered Email	collofedu@yahoo.com
Alternate Email	sewaliborah10@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.collegeofeducation.co.in/iqac/41.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.collegeofeducation.co.in/iqac/42.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.65	2014	10-Dec-2014	09-Dec-2019

6. Date of Establishment of IQAC

05-Aug-2010

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
Annual report prepared and submitted to NAAC	16-Mar-2017 20	15
Academic calendar	08-Jun-2016	5

prepared on 08.06.2016 for the session 2016-17	10	
College organized an awareness programme on girl education among the parents of the minority area of Rupahi on 18.12.16. It was a successful programme organized by the college. Number of participant 20	18-Dec-2016 1	20
The interaction programme with the professors and students of Jawaharlal Nehru University was held successfully on 11.01.2017. Dr. Nandita Saikia, assistant prof; Dr. Kushal Sarmah, assistant prof. and the other 20 students of department of Statistics	11-Jan-2017 1	120
In 1st Phase inaugural program with cultural rally in the morning and the open meeting in evening. Chief Guest of the open meeting was Dr. Dayanda Pathak, renowned educationist and writer of Assam on 15.02.2017	15-Feb-2017 1	250

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2017 0	0

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Annual report prepared and submitted to NAAC

Academic calendar prepared on 08.06.2016 for the session 2016-17

College organized an awareness programme on girl education among the parents of the minority area of Rupahi on 18.12.16. It was a successful programme organized by the college. Number of participant 20

The interaction programme with the professors and students of Jawaharlal Nehru University was held successfully on 11.01.2017. Dr. Nandita Saikia, assistant prof; Dr. Kushal Sarmah, assistant prof. and the other 20 students of department of Statistics

In 1st Phase inaugural program with cultural rally in the morning and the open meeting in evening. Chief Guest of the open meeting was Dr. Dayanda Pathak, renowned educationist and writer of Assam on 15.02.2017

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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	Achivements/Outcomes
Regarding formation of organizing committee for Silver Jubilee celebration	Different committees were formed to organise Silver Jubilee of the College
Regarding community service	College organized an awareness programme on girl education among the parents of the minority area of Rupahi on 18.12.16. It was a successful programme organized by the college. Number of participant 20
Regarding National Conference with Professors and Students of Jawaharlal Nehru University	The interaction programme with the professors and students of Jawaharlal Nehru University was held successfully on 11.01.2017. Dr. Nandita Saikia, assistant prof; Dr. Kushal Sarmah,

	assistant prof. and the other 20 students of department of Statistics were participated in the programme. Total participant were 120
Regarding unvailing of the statue of Radhakrishnan	It is unvailed in the ocassion of Teacher's Days celebration in the college on Fifth September
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2016
Date of Submission	23-Feb-2016
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	College of Education, Nagaon has an Integrated Management Information System, where all types college information like students data, results etc. are stored in local storage device as well as cloud storage system. The Institute also manage information through google spread sheet system to collect students information, feedback and other related information. The College also has an soul 2.0 library management system for management of library works in a systematic way. The college also managed all types of academic and financial information through Principal Office computing system and office staff computing system which internally connected through LAN connectivity. Besides above, the college website collegeeducationnagaon.com is platform through the information are disseminated to the public domain. Information like notification, event details, upcoming events etc. are published in the website for accessing the information anytime, anywhere.

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

College of Education, Nagaon has effective mechanism for well planned academic system. For Implementation of curriculum according to guidelines of Gauhati University, College of Education, Nagaon has prepared academic calendar for the session 2016-2017. In the commencement of academic session, the academic calendar is prepared wherein the course structure and other activities of the college are reflected. Gauhati University conducts common entrance test for B.Ed. admission. College prepared a merit list from the applicants who cleared G.U. common entrance test. The dates of seminar, project work, group discussion and assignments are fixed by the teachers of the college after due discussion and these dates are reflected in the academic calendar. The authority of the institution conducts academic meeting to monitor the implementation and process of all the activities according to the academic calendar. "Sarasi" the college magazine is published annually. In the session 2016-2017, it has been published on time. As the College is committed to impart quality teacher education, all the faculties of the college are professionally competent and committed to provide quality education. Internship provides a good opportunity for a trainees to get acquainted with the realities of the teaching area during teacher training. College of Education, Nagaon organizes a workshop on internship for B.Ed. 2nd year. College of Education, Nagaon has organised workshop on micro-teaching during the session 2016-2017 and also organised demonstration classes before the commencement of practice teaching classes of B.Ed. 1st Year. The main intention of Micro-Teaching is to help student teacher to develop their basic teaching skills and arrives at an effective teaching method caters to the needs of their students. College of Education, Nagaon organizes orientation programme on both B.Ed. 1st year and M.Ed. 1st year students on the very first day of the programme started. All the teaching and non-teaching staff members attend in the orientation programme. College of Education, Nagaon celebrates Republic day and independence day every year to promote nationalizes and patriotism towards nation. College has organised different days of the nation during the session 2016-2017.

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
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

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

	Certificate	Diploma Course
Number of Students	0	0

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
0	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	0
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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	No
Parents	No

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

Feedback Obtained

The feedback of the institution is being obtained through the form of questionnaire regarding the following parameter: 1?Infrastructure 2?Management 3?Organisation of Co-Curricular activities Infrastructure:- During the session 2016-2017 students were randomly selected to obtain the feedback of the infrastructure facility of the institutions. 10 Questions were constructed and a questionnaire was prepared. After obtaining the feedback it was analyze and found that 90 of the students give positive response of the infrastructure of the institution while 10 of the students give negative response regarding Toilet Facility. After getting the feedback of the students regarding Toilet Facility, it was informed to the College Governing Body for necessary action. The College authority took needed steps to upgrade the physical condition of theToilet . Management:- During the session 2016-2017 students were randomly selected to obtain the feedback of the management system of the institutions. 10 Questions were constructed and a questionnaire was prepared. After obtaining the feedback it was analyze and found that 98 of the students give positive response of the guidance and counselling committee of the institution while 2 of the students give negative response regarding guidance and counselling committee. After getting the feedback of the students regarding guidance and counselling committee, it was informed to the College Governing Body for necessary action. The College authority advice to provide quality service in regard to the Guidance and Counselling. Organization of Co-Curricular Activity:- During the session 2016-2017, students were randomly selected to

obtain the feedback of the organisation of International Women Day in the Institution. 10 Questions were constructed and a questionnaire was prepared. After obtaining the feedback it was analyze and found that 50 of the students give positive response of the International Women Day in the Institution while 50 of the students give negative response regarding International Women Day. After getting the feedback of the students regarding International Women Day, it was informed to the College Governing Body for necessary action. The College authority advice to organise International Women Day in a big way to spread the message of Gender Equality.

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
BEd	TEACHER EDUCATION	100	100	100

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	100	0	16	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
16	10	25	2	0	2

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

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

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

To give guidance to the students the institutions regulate a students mentoring system to personal guidance, Academic guidance, vocational guidance. Internship guidance and teaching practice guidance. For the said purpose a mentor list was prepared among the faculty members of the institutions. Personal Guidance:- A student named Barnali Roy of B.Ed. 1st year 2016-2017 batch, for getting marriage decided to drop the B.Ed. course. The mentor faculty responsible to the personal guidance of the students called her and sit with her time to time and give her guidance it was not a wise decision to drop B.Ed. course for getting marriage only. Ultimately Miss Barnali Roy get married but at the same time she continue the B.Ed. course and appeared in final exam. Vocational Guidance:- For vocational development, the mentors responsible for vocational guidance, took special classes and give information relating to Assam TET, CTET, SLET, NET, APSC, UPSC examination. Academic Guidance:- In the year 2016-2017 batch of students failed to pass in the examination. The Academic committee guided the failed students, take remedial classes and in the following year they again sit in the B.Ed. final exam and came out successfully.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
100	16	1:6

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
0	0	0	0	1

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
Nil	NIL	Nil	NIL
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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
BEd	243	2016-2017	14/07/2017	14/12/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute is affiliated to Guwahati University, College of Education follows the examination pattern of the university. Guwahati University guidelines are strictly adhered to with respect to evaluation process. COE Nagaon conducted 3 internal examination in 2016-17. The schedules of internal assessment were communicated to students and faculty in the beginning of the year through institute based on the university academic calendar. Following were the schedule for Internal examination of session 2016-2017- B.Ed 2nd Terminal Examination - 07.06.2017 to 20.06.2017 1st Terminal Examination of B.Ed. 1st year - 27/02/17 to 06/03/2017 The institute has reformed the continuous internal evaluation system from curriculum centric to student centric. The examination cell of the college framed guidelines for conducting the CIE in line with calendar of the Guwahati University and institutions. As per the guidelines, the following reforms have been carried out effectively conducting CIE. • Schedule of Internal Examination, seating arrangements, hall invigilators listed for every exam. • Preparation the question paper for the internal examination in the prescribed pattern based on knowledge level using revised Bloom's taxonomy. • Scrutiny of the prepared question paper is carried out by subject experts to ensure quality of the question paper. • Monitoring the attendance of the students for the examination. • Internal Assessment has to be carried out within the stipulated time. • After completion of the internal examination, the faculty evaluate the answer scripts on due time and distribute to the students for doubt clarifications or re- correction. The faculty submits the re-corrected scripts to the examination branch and marks are displayed on notice board and whatsapp group. Performance of the students in

Internal Assessment is used for faculties to identify slow and advanced learners in their respective subjects . Slow learners are encouraged to improve their performance in future by counselling by the concern teacher.

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

The academic calendar is prepared in accordance with the B.Ed. syllabus and aims and objectives of teacher education. The session 2016-2017 began with an orientation programme on 25/09/2016 followed by regular classes. The college conducted two internal examinations. The first sessional examination was held on 12/12/2016 to 14/12/2016 The second sessional examination was held on 13/06/2017 to 20/06/2017. The session also organized micro teaching and students' demonstration classes which was followed by internship for B.Ed. 1st year. B.Ed. 2nd year students went for a 4 month internship programme from the month of February to May. Apart from the curriculum aspect, various important days like Republic day, World environment day, Yoga day, Science day was also reflected in the academic calendar of the college. Dates were fixed in the academic calendar for the event relating to the paper 14 and 15 were also reflected in the academic calendar of the college.

2.6 – Student Performance and Learning Outcomes

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

<https://www.collegeofeducation.co.in/igac/20.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
243	BED	TEACHER EDUCATION	78	70	87.74

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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)

<https://www.collegeofeducation.co.in/igac/36.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
Nil	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
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NIL	NIL	
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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	NIL	NIL	Nil	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	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)
Nil	NIL	0	0
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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
0	0
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	0

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

Number of Faculty	International	National	State	Local
Nil	0	0	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
PROGRAME ON HEALTH ISSUES OF WOMEN IN SLUM AREAS OF PANIGAON NAGAON	COLLEGE OF EDUCATION, NAGAON	4	25

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

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

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

Name of the scheme	Organising unit/Agen- cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
CREATING AWARENESS ON GENDER ISSUES	COLLEGE OF EDUCATION, NAGAON	AWARENESS PROGRAMME ON GENDER EQUALITY	3	100

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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
NATIONAL SEMINAR	20	UGC SPONSORED	1

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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
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THROUGH TEACHING	INTERNSHIP	KAMALA NEHERU GIRLS H.S. SCHOOL	28/02/2017	27/05/2017	15
THROUGH TEACHING	INTERNSHIP	KANDHULIMARI SINGIA SCHOOL	28/02/2017	27/05/2017	10
THROUGH TEACHING	INTERNSHIP	SAMAGURI H.S. SCHOOL	28/02/2017	27/05/2017	10
THROUGH TEACHING	INTERNSHIP	NATIONAL HIGHER SECONDARY SCHOOL	28/02/2017	27/05/2017	04
THROUGH TEACHING	INTERNSHIP	LUMDING ASSAMESE HIGH SCHOOL	28/02/2017	27/05/2017	10
THROUGH TEACHING	INTERNSHIP	KATHIATOLI H.S. SCHOOL	28/02/2017	27/05/2017	10
THROUGH TEACHING	INTERNSHIP	KUWARITOL H.S. SCHOOL	28/02/2017	27/05/2017	11
THROUGH TEACHING	INTERNSHIP	DR. B.K. BAROOAH HIGH SCHOOL	28/02/2017	27/05/2017	10
THROUGH TEACHING	INTERNSHIP	MODEL ENGLISH H.S. SCHOOL	28/02/2017	27/05/2017	10
THROUGH TEACHING	INTERNSHIP	SOLLONG HIGH SCHOOL	28/02/2017	27/05/2017	10
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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
0	Nil	0	0
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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
5850000	4079520

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
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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	Fully	2.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2982	95105	128	34794	3110	129899
Reference Books	1626	9150	0	0	1626	9150
Journals	10	10323	0	0	10	10323
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
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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	25	1	1	1	1	1	1	50	0
Added	0	0	0	0	0	0	0	0	0
Total	25	1	1	1	1	1	1	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
442500	1025774	5850000	4079520

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)

A budget is simply a spending plan that takes into account estimated current and future income and expenses for a specific future time period, usually a year. Having a budget of an institution keeps spending a check and makes sure that its savings are on track for the future. It also helps in keeping care of overspending and helps shut down risky spending habits. As other institutions, College of Education, Nagaon also prepares annual budget for each financial year. This year 2016-2017 the budget was prepared to regular maintenance of the college campus and smooth running of the college. Brief statement of different heads of academic and physical facilities and their allotments is mentioned below. Academic facilities affiliation and enrollment fees 157300/-, office stationary 59689/-, festival 352150/-, NCTE 281366/-, workshops 3320/-, inspection 20220/-, freshman social 43043/-, magazine 36250/-, office expenses 26499/-, sports 13110/-, books 32827/- total 1025774/-. Physical Facilities kerosene and petrol 5705/-, repairing 1540/-, cable tv rent 450/-, service charge 350/-, transfer society fund 4050000/-, fire extinguisher 7500/-, misc. 13975/- total 4079520/-. Procedure and Policy:- Financial records of the college maintained through cash-book and vouchers. To maintain transparency internal and external audit also done in each year.

<https://www.collegeofeducation.co.in/igac/38.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	NIL	0	0
Financial Support from Other Sources			
a) National	POST METRIC SCHOLARSHIP	22	20000
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial

coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
YOGA AND MEDITATION	23/01/2017	120	COE, NAGAON

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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
Nil	NIL	0	0	0	0

[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
2	2	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0

[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
Nil	0	0	0	NIL	NIL

[View File](#)

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

Items	Number of students selected/ qualifying
Nil	0

[View File](#)

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

Activity	Level	Number of Participants
CULTURAL EVENTS 08	INTRAMURAL	100

LITERARY EVENTS 06	INTRAMURAL	60
GAMES AND SPORTS 12	INTRAMURAL	100
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	Nill	NIL
View File						

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

For the academic year 2016-17, class coordinators were Mr. Pranjal Saikia and Miss Purabi Hazarika, sub-coordinators were (Literature) Hrishikesh Sarmah , (Cultural) Parag Jyoti Das (Sports) Adil Sheikh etc. All these representatives have the right to provide suggestions, to demand their needs to governing body of the college. The governing body and IQAC of the college truly give opportunities to foster skills like leadership skill , communication skill, skill of team work, organised skill, and public speaking skill, etc. The literature coordinator has the responsibilities to organise various activities for qualitative enhancement of the students like celebrating various important days, organizing competitions, providing opportunities for participating in state level competitions etc.. Responsibilities of the cultural coordinator are to organized cultural programme for the enrichment of local culture. Sports coordinator has the responsibilities to organized various games and sports apart from the annual college festival. The magazine coordinator has the responsibilities to publish three kinds of magazines - the annual magazine Sarasee, wall megazine and one hand written magazine which are published in the occasion of Freshmen Social . All these activities help to improve the academic and administrative performance of the students. Even in case of planning, organising and implementing various innovative programs they have direct involvement. All these activities directly helps to the quality enhancement of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association, College of Education, Nagaon was registered under the societies registration Act, XXI of 1860 vide Reg. No. NG/254/N/01 of 2014-15. The association is formed for the development of college with a minimum amount contributed by the alumnees at the time of registration. The association is working for the benefit of the college with some active members of the association. Thisd association has been running smoothly comprising of all the successfully pass out trainees from the very beginning. The pass out trainees of every year deposited Rs. 200/- and Rs. 350/- from 2018 in the college office along with the pass certificate fee as a contribution for the up liftment of the college. The president of this association is Nazma Sultana. The first batch alumnee of the institutiton and retired subject teacher of Dawson High School, Nagaon and the secretary of this association is Bandana Sabhapandit and alumni and faculty of this institution. The association has at present 869 numbers of alumnee registered till today. 1. Organisation of Health Check-Up

Camp:- An annual Health Check-up camp is organised by Alumni Association, College of Education, Nagaon. It is an important activity that because the health issues of the trainees bring into light with the help of a medical team sent by the Joint Director Office, Public Health. 2. Workshop on Yoga and Meditation:- One of the most significant contribution made by the association is to organise workshop. On Yoga and Meditation every academic year. The importance of yoga and Meditation is known to all nowadays to live a stress free life in the modern days and mainly in the period of corona pandemic, each and every person from children to aged persons is taking help of yoga and Meditation. Every years one professional yoga instructor is invited and he/she with the help of the trainees practice yoga in the college auditorium. Details of Office Bearers:- ? Nazma Sultana, President Alumni Association ? Bandana Sabhapandit, Secretary, Alumni Association.

5.4.2 – No. of enrolled Alumni:

112

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

22400

5.4.4 – Meetings/activities organized by Alumni Association :

03

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)

College of Education, Nagaon puts effort to involve students on various activities of academic camp and administrative activities. As IQAC is formed all the responsibilities are entrusted to IQAC. It plays a critical role like an academic council, in setting up the academic direction of the college. Students are indirectly involved with IQAC activities. Two class coordinators selected for the academic year 2016-2017 as the representatives of all academic and non-academic development work for the whole year Even they can indirectly participate in the activities of administrative body though they have no opportunity to act as members of governing body. But the class coordinators have the right to provide suggestions and to place their needs and demands as student representatives of the year. The student coordinators advise in respect of academic enrichment through regular reports to the governing body through the Principal of the college. Student coordinators also participate in the decision-making body for various academic promotion activity. College authority tries to promote the interest of the students on academic development activities, to provide all kinds of information about the decision of governing body, to identify and help to solve problems encountered by students in the institution, to consult students on any issues of improvement. For this purpose the IQAC coordinator has the responsibilities to select coordinators for four different fields, as Literature coordinator, Cultural coordinator, Sports coordinator and Magazine coordinator etc. All these representatives have the right to provide suggestions, to demand their needs to governing body of the college. The governing body and IQAC of the college truly give opportunities to foster skills like leadership skill , communication skill, skill of team work, organised skill, and public speaking skill, etc. The literature coordinator has the responsibilities to organise various activities for qualitative enhancement of the students like celebrating various important days, organizing competitions, providing opportunities for participating in state level competitions etc. Responsibilities of the cultural coordinator are to organized

cultural programme for the enrichment of local culture. Sports coordinator has the responsibilities to organized various games and sports apart from the annual college festival. The magazine coordinator has the responsibilities to publish three kinds of magazines - the annual magazine Sarasee, wall magazine and one hand written magazine which are published in the occasion of Freshmen Social . All these activities help to improve the academic and administrative performance of the students. Even in case of planning, organising and implementing various innovative programs they have direct involvement. All these activities directly helps to the quality enhancement of the college.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	College has a unique teaching learning strategy for effective interaction. College faculties have adopted innovative method like interaction method, blended learning, project based learning. In the session, 2016-2017 teachers organized project based teaching for teaching social science and geography and paper 03, paper 05, paper 06 of B.Ed. Course, For teaching of paper 08 of B.Ed. students workshop is organized for the students by using role playing and dramatization method for effective teaching learning process.
Research and Development	College of Education conducted research work for new implementation of ideas and innovations. Action research was conducted by the students of B.Ed. 2nd year in their internship period to inculcate a spirit of research work and scientific thinking. Faculties are encouraged to involve in different research project for solving teaching learning related problems of the schools of secondary level.
Curriculum Development	During the session 2016-2017 College of Education, Nagaon has adopted different strategies for effective transaction of curriculum. Resource Person were appointed for paper 14 and paper 15 for different workshop and seminars from other institutions. Different activities were organized during the session 2016-2017. For effective implementation of activities of paper 15 faculties of the college were involved properly and organized different workshops like preparation of achievement test, Workshop on writing

	Internship Report, Workshop on writing school Diary. Project on case study was done by the B.Ed. 2nd year students in their internship period for diagnostic teaching in secondary schools.
Examination and Evaluation	College of Education, Nagaon exclusively follows the Gauhati University examination guidelines for both internal and external examinations. Accordingly, the internal assessment marks are given on the basis of sessional examination, group discussion, home assignments and seminars. The evaluation of the project reports done by the external examiners. College of Education, Nagaon conducts external examination as per the schedules declared by the Gauhati University.

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

E-governance area	Details
Nill	NIL

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
Nill	NIL	NIL	NIL	0
View File				

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)
Nill	NIL	NIL	Nill	Nill	Nill	Nill
View File						

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
NIL	0	Nill	Nill	0
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
0	0	0

6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. Internal audit is conducted in each financial year by 2 Governing Body members of the College and external audit is conducted by Chartered Accountant for verification of all the original documents for payments, receipts, vouchers of the Principal and the office assistant. The details of all the transaction of the entire financial year is consolidated and maintained by the College office. The internal audit is placed in the Governing Body meetings. And the meeting discusses on the audit report and Principal cum secretary replied regarding the objections on the report if any. The external audit is an independent verification of the overall financial transaction throughout a financial year. In the session 2016-2017 Sri Kunjamohan Bora and Sri Birendra Kr. Das were appointed by the Governing Body as Internal Auditors.

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	0
View File		

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	Yes	GAUHATI UNIVERSITY	Yes	GOVERNING BODY
Administrative	Yes	GAUHATI UNIVERSITY	Yes	GOVERNING BODY

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

1. PARTICIPATION IN ACTIVITIES OF COLLEGE WEEK. 2. DONATION OF LECTURER STAND TO THE COLLEGE
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6.5.3 – Development programmes for support staff (at least three)

1. PROVIDING TRAINING FOR TYPING EFFICIENCY IN COMPUTER

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

1. INNOVATIVE TEACHING STRATGIES FOR THE TEACHERS. 2. INCULCATING RESEARCH CULTURE AMONG THE TEACHERS

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Annual report prepared and submitted to NAAC	16/03/2017	16/03/2016	16/03/2016	15
2017	Academic Calender for the session 2017-2018	08/06/2017	28/04/2017	30/04/2017	5
2016	Awareness programme on girl education among the parents of the minority area of Rupahi.	18/12/2016	18/12/2016	18/12/2016	20
2017	The interaction programme with the professors and students of Jawaharlal Nehru University was held successfully on 11.01.2017. Dr. Nandita Saikia, assistant prof Dr. Kushal Sarmah, assistant prof. and the other 20 students of	11/01/2017	11/01/2017	11/01/2017	120

	department of Statistic				
2017	In 1st Phase inaugural program with cultural rally in the morning and the open meeting in evening. Chief Guest of the open meeting was Dr. Dayanda Pathak, renowned educationist and writer of Assam on 15.02.2017	15/02/2017	15/02/2017	15/02/2017	300

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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
GENDER DISCRIMINATION	25/05/2017	25/05/2017	80	20

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	Nil	NIL	NIL	Nil

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
YOGA AND MEDIDATION PROGRAMME	23/01/2017	23/01/2017	120
View File			

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

Tabaco Free Campus Plastic Free Campus Green Campus with areca pump Classrooms have maximum windows and ventilators facilities for passing air and light easily

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the practice - New Year Celebration Objectives- 1. To bring together all the members of the college family together to feel the joy of celebration. 2. To motivate the members of the college to make new beginning and work hard to achieve new success. The context- new year is a time when every individual feel the vibe of new beginning. The college also celebrates the new year every year with pomp and gaiety. All the members are presented with gifts. It brings joy and refreshment in the mind of the staff members who work tirelessly the entire year to bring excellence in the institutions achievement. The practice - The new year program was celebrated on 2nd January 2016. All the dignified members of the Governing Body including the president Sri Sahajananda Ojha, the principal Dr Manoshikha Baruah, all the teaching and non teaching staff was present in the new year meet. Each member of the college was presented a new year gift. Every member was given opportunity to express their views and feelings during the meet. A light moment of joy and happiness was seen in the eyes of everyone. Following this, arrangement was made for a tea party along with some refreshments. This a very unique celebration of our institution and hence one of the most popular practice. Obstacle - none. Impact - the new year celebration was a grand success. 1.Title of the practice:- Teachers day celebration 2.the content:- Teachers is observed in India on 5th September to commemoral the birth anniversary of Dr Sarvepalli Radhakrishnan. It is a day to celebrate teachers day, it is a day to celebrate teachers, thus hardwork and honesty.It aims to honour teachers for their accomplishments, efforts and contribution to society as well as to the lives of the students. 3.Objectives : A. To honour teachers for their guidance and help. B. To honour teacher for their contributions to the society. 4. The practice: Every year the college celebrate teachers day with great pomp and gaiety which is why it is one of our best practice. The students with the help of the administration organised a beautiful event to show this love and respect towards their teachers.They planned surprise gifts and programs for the teachers of the institutions. The events show a gala celebration where a decision inaugurating a statue of dr Sarvepalli Radhakrishnan was announced. 5.Obstacle :- None 6. Impact: - The teachers were touched by this gesture.

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

<https://www.collegeofeducation.co.in/igac/37.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

The students are the future citizen of a nation. it is therefore the utmost duty of an institution to prepare its students to become responsible citizen of the country. The institution has a vision to prepare the students to become productive, responsible, ethical, creative and compassionate members of the society. To achieve this, the college had organised some events like cleanliness drive, environmental awareness campaigns, health awareness campaigns and engaged the students to work for the community and become responsible towards the needs of the people. Co curricular activities like drama, art, music, dance etc were organised to provide the students a creative platform. Emphasis was given on teaching the students values that was needed to develop a sense of love and responsibility towards the society. The college made a environment where all the members worked dedicatedly for the community showing a path to the students to understand the needs and pain of the society. Ethical practices were encouraged among the students to make them carry values that would make them compassionate towards their fellow citizen. Various workshops was organised time to time to make the students productive member of the society.

Provide the weblink of the institution

<https://www.collegeofeducation.co.in/igac/40.pdf>

8.Future Plans of Actions for Next Academic Year

Planning of a year's work for an institution proves to be of vital importance. It helps the institution to develop and maintain the skills necessary for its future success. It navigates the needs and challenges that arise in the future to achieve the goals that will lead to success and achieve them through the work that will enable the institution to succeed. Keeping the goals in mind the institution has planned certain activities to conduct for the The activities planned for the session 2018-2019 are 1. Decision taken to introduce M.ed course in the institution q 2. Workshop on Micro Teaching and Demonstration 3. Workshop on lesson plan 4. Street Drama 5. Awareness on Environmental Hazards and Sustainability 6. Workshop on Internship Program 7. Orientation on Library Use