

The Annual Quality Assurance Report (AQAR) of the IQAC

2017-18



MARGHERITA COLLEGE
SEGUNBARI
MARGHERITA 786181
DIST TINSUKIA
ASSAM

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution	MARGHERITA COLLEGE
1.2 Address Line 1	SEGUNBARI
Address Line 2	MARGHERITA
City/Town	MARGHERITA
State	ASSAM
Pin Code	786181
Institution e-mail address	mrgcollege@gmail.com
Contact Nos.	03751-272239 03751-272339
Name of the Head of the Institution:	DR. BUDDHIN GOGOI
Tel. No. with STD Code:	03751-272239 03751-272339
Mobile:	09435476595

Name of the IQAC Co-ordinator:

Mr. Jugen Borah

Mobile:

7002109106

IQAC e-mail address:

iqacmrgcollege@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASCOGN10507

1.4 NAAC Executive Committee No. & Date:

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

EC(SC)/06/RAR/116 dated May 01, 2015.

1.5 Website address:

<https://margheritacollege.in>

Web-link of the AQAR:

<https://margheritacollege.in/IQAC>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.65	8 th January, 2004	5
2	2 nd Cycle	B	2.65	1 st May, 2015	5, (April 30, 2020)
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

21-02-2006

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

Present Report (AQAR-2016-17) is the second year report post second cycle.

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

DIBRUGARH UNIVERSITY

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

NO

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence

UGC-CPE

NO

DST Star Scheme

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08+1"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="06"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01*"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01*"/>
2.8 No. of other External Experts	<input type="text" value="Nil"/>
2.9 Total No. of members	<input type="text" value="20*"/>
2.10 No. of IQAC meetings held	<input type="text" value="05"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="25*"/> Faculty <input type="text" value="03"/>
	Non-Teaching Staff <input type="text" value="15"/> Students <input type="text" value="*"/> Alumni <input type="text" value="02"/> Others <input type="text" value="15"/>

*including 14 meetings called by the Principal and attended by the teaching, non teaching staff and the students.

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="13"/>	International	<input type="text" value="0"/>	National	<input type="text" value="00"/>	State	<input type="text" value="00"/>	Institution Level	<input type="text" value="13"/>
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(ii) Themes

- *Entrepreneurial motivation and skill development.*
- *Basics of Grammar.*
- *Prospects of Cultural Tourism in Assam.*
- *Chartered Accountancy as a Career Option*
- *Health Awareness*
- *Environmental Awareness*
- *Disaster Management*
- *Functional Hindi*
- *Bioinformatics*
- *Phonetics and ELT*
- *Career Counselling & Coaching for Competative exams*
- *Communal Harmony Week*
- *Significance of B. R. Ambedkar on Indian Socio-political context.*
- *Concept of Open & Distance Learning and KKHSOU*
- *Integrity Pledge*
- *Practical/ Demonstration Classes involving school students by Dept. of Chemistry and Mathematics*
- *Motivational Sessions for school students*

2.14 Significant Activities and Contributions made by IQAC

- Collected students' feedback on teachers and discussed with the teachers for all possible improvements in teaching learning, etc.
- Some workshops were conducted during the period.
- Teachers' Feedback on Examination process was collected.
- Students' attendance; holding of classes regularly; analysis of students' performance after declaration of results; etc. are emphasised.
- IQAC chalked out the major activities that are to be conducted during the year and next year.
- Initiatives taken for creating
 - To develop an Academic Audit system.
 - E-Library
 - Online Admission System

2.15 Plan of Action by IQAC/Outcome (2017-18)

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

Plan of Action	Achievements
<p>Theme: <i>Harmony and Integration is the Foundation for Institutional Development</i></p> <p>Academic activities:</p> <ol style="list-style-type: none"> 1. To continue with the activities, for instance, Remedial classes, Tutorial classes, Mentoring Hostel wards, Student Exchange Programme, field trips etc. for the improvement of results along with to stress on skill development of the students. 2. Mid- term Course Progress assessment: In the first week of September (HoDs & Academic coordinator are to make assessment as per the usual practice of the college.) 3. Entry- point Student Feedback : 1st week of August (Criterion-I/ IQAC) 4. Mid –point student Feedback : September/March (through external Resource Person/ IQAC) 5. IQAC will organize a few Programme such as: <ol style="list-style-type: none"> a. Under Women Studies & Development Cell- <ul style="list-style-type: none"> ○ A trip to undertake survey on ‘inclusiveness of Differently abled children.’ ○ Women Health & Hygiene ○ Social Media and students ○ Training programme for students on potential items produced from waste materials. b. An extension activity involving school students of Margherita Sub-division in practical/ demonstration classes, to be organised by Dept. of Chemistry & Dept. of Mathematics. c. 100 saplings of ‘Krishnachura’ (Delonix regia) will be planted in the College campus under Margherita College natue Club & Dept. of 	<p><i>To imbue in the minds of the students the basic need of the younger progeny is to develop a sense of Brotherhood and Integrity among the fraternity. It is the need of the hour at the face of complexities and intricacies of the present time.</i></p> <ol style="list-style-type: none"> 1. Extra classes were taken by faculties on need based. Department of Economics and English organised student exchange program. Field trip and Industrial visit were also conducted. 2. Mid- term Course Progress assessment made as usual. The Principal and Academic Coordinator time to time motivated faculties for academic and qualitative improvement of the students and teachers alike. HoDs took initiatives to adjust classes including extra classes as and when necessary and particularly when any teacher is on leave. 3. Entry-point Student Feedback taken and analysed by the IQAC. 4. Exit-point Student Feedback were taken and analysed by the IQAC. 5. Important programmes conducted by the IQAC during the year: <ol style="list-style-type: none"> a. Under women studies & Development Cell- <ul style="list-style-type: none"> ○ Women Studies and Development Cell, Margherita College conducted a survey trip to “Prerona, Pratibandhi Sishu Bikash Kendra, Jorhat,” to motivate and encourage differently abled children. ○ A six day workshop was organised in the campus to generate awareness on health and hygiene. ○ Karate was taught to the female students for their self-defence. 6. Under ICGC & Placement Cell some classes were taken to motivate children to compete with the competitive examinations. 7. On several occasion, like <i>Women’s Day, Matri</i>

<p style="text-align: center;">Commerce.</p> <ol style="list-style-type: none"> 6. To introduce a coaching centre for the students to assist in their preparation for different competitive exams. Three faculties one from each stream, Arts, Science & Commerce will co-ordinate the programme under career counselling and Placement Cell. 7. Students' activity will be displayed in Creative hand & Beehive (students' corner) & in other such exhibitions 8. Two national seminar/ workshop would be conducted 9. Visit to feeder schools for generating awareness, scientific temper, counselling, etc 10. To continue with the earlier incomplete programmes. 11. Formation of a cluster involving neighbouring colleges for academic and non academic exchanges. 12. Teachers' feedback on examination process followed by the institution. 	<p><i>Divas</i>, et al students display articles made of waste products and such other creative work.</p> <ol style="list-style-type: none"> a. Environmental Awareness. 8. Student exchange programmes & field trips were conducted. 9. Visited to the feeder school to generate awareness, scientific temper, counselling, etc. 10. Remedial and tutorial classes were continued. 11. Course progress assessment was collected. 12. Student feedback were collected and analysed. <ol style="list-style-type: none"> a. Fifty saplings of 'Krishnachura' (<i>Delonix regia</i>) were planted in the college b. Projects for two National Seminars were submitted. 13. Feedback from faculties on examination process followed by the institution were collected and analysed.
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* Academic Calendar of the year is attached as Annexure I.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body¹

Provide the details of the action taken

- The draft AQAR 2017-18 was placed before the Head of the Institution (Governing Body) on 27-08-2018 Necessary corrections, modifications and additions made in the report wherever necessary.
- The draft AQAR 2017-18 was also placed before the Teaching and Non-Teaching Community of the college on 04-08-2018 and their suggestions were taken.
- The final report is a fact based on several facts, i.e. the suggestions, contributions and cooperation of all the stakeholders of the college.

¹ Faculty Margherita College

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	02 ²	NIL	NIL	NIL
UG	05	NIL	NIL	NIL
PG Diploma	01 ³	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	03	NIL	NIL	NIL
Certificate	01	NIL	NIL	NIL
Others		NIL	NIL	NIL
Total	12	NIL	NIL	NIL

Interdisciplinary	01	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06 (B.A, B.Sc., & B.Com. regular programmes , B.A. , B.Com. under KKHSOU and M.A. under KKHSOU)
Trimester	Nil
Annual	02 (M. A. and M.Com. in Distance Mode)

² PG Courses run under Dibrugarh University and Krishna Kanta Handique State Open University in distance mode.

³ PG Diploma in distance Mode

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

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

* *Analysis of the feedback is given in the Annexure II*

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

Nil

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	31	09	22	NIL	29 ⁴

2.2 No. of permanent faculty with Ph.D. 16

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	00	03	NIL	NIL	NIL	NIL	NIL	NIL	0	03

2.4 No. of Guest and Visiting faculty and Temporary faculty NIL NIL 29

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	-	25
Presented papers	17	02	Nil
Resource Persons	Nil	02	16

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

- i. Organised/participated in Student-Teacher Exchange Programmes.
- ii. Excursion/Study Tours are conducted for general students to provide exposure in Research area.
- iii. Study Materials/E-Contents are supplied to the students.
- iv. Interactive sessions were conducted.
- v. Modern teaching aids like LCD, OHP and Digital Visualizer etc have been incorporated.
- vi. Students' feedback on teachers was taken at regular interval.

2.7 Total No. of actual teaching days during this academic year 209

⁴ Non sanctioned permanent

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Answer scripts are shown as a measure of transparency
- Feedback from faculty on in-semester & end-semester examination process, followed by the Institution was collected and analysed

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

03

2.10 Average percentage of attendance of students

91%

2.11 Course/Programme wise distribution of pass percentage (For the year 2015-16):

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.(TDC)	236	-	23	28	6	57
B.Com.(TDC)	92	-	21	21	18	60
B.Sc.(TDC)	38	-	58	-	-	58

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

- Principal, Vice Principal and Academic Coordinator monitor classes without any fail.
- Students' feedbacks on teachers are taken at entry and exit levels in every programme. The feedback analysis is shown to every teacher for further improvement.
- Use of Technology in class delivery is encouraged.
- Group Discussions are attended by the Principal, Vice-Principal, Academic Co-ordinator for effective and qualitative development.
- Holding of Workshops/Seminars/Lecture programmes, etc.
- Monthly calculation of Students' Attendance and consequently there is a provision of Guardian Contact for unsatisfactory attendance.
- The analysis of the students' performance after the declaration of final result.
- In absence of a teacher (Casual Leave, Medical Leave etc.), classes are substituted/adjusted by the other faculties of the concerned department.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme (STC)	01
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	02
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	12
Others (Workshops)	Teachers are encouraged to take active part in Seminars/Workshops/Talks organised by the college and neighbouring higher educational institutions.

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	09	01	NIL	13
Technical Staff	NIL	NIL	NIL	03

Criterion – III

3. Research, Consultancy and Extension

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

- Faculties are encouraged to undertake Ph.D., M.Phil. and other sponsored research work by motivation, leave etc.
- IQAC encourages different departments to organise workshops/ seminars/talks etc, which help in generating lots of research interest.
- Margherita College Science Society has been working to spread scientific and research oriented bend of mind.
- Departments like Commerce, Economics, and Political Science etc. are publishing Research Journals.
- The Margherita College Study Circle organises Lecture programmes on important current and research oriented issues. The teachers share their experiences after the completion of their RC/OC Programmes.
- A decision has been taken to create Margherita College Research Fund. Research Proposals were invited from each department. Focus will be given to the research projects which also involve students of the department.

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01		
Outlay in Rs. Lakhs	-	7.5 lakhs		

3.3 Details regarding minor projects (Annexure IV)

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-		
Outlay in Rs. Lakhs	1.20 lakhs	-		

3.4 Details on research publications

	International	National	Others
Peer Review Journals(Annexure V)	03	01	00
Non-Peer Review Journals(Annexure V)	01	00	17
e-Journals	01	00	-
Conference proceedings(Annexure V)	-	04	-

3.5 Details on Impact factor of publications: Not calculated

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2 years	ICSSR	7.5 lakhs	
Minor Projects	2 years	UGC	1.2 lakhs	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency

UGC

From Management of University/College

Nil

Total

0.6

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01		01				

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

01

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

01

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

JRF

Nil

SRF

Nil

Project Fellows

Nil

Any other

01

3.21 No. of students Participated in NSS events:

University level

70

State level

NIL

National level

10

International level

NIL

3.22 No. of students participated in NCC events:

University level

Nil

State level

40

National level

05

International level

Nil

3.23 No. of Awards won in NSS:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	02
NCC	02	NSS	03
		Any other	30

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

1. Women Studies and Development Cell, Margherita College conducted a survey trip to “Prerona, Pratibandhi Sishu Bikash Kendra, Jorhat,” to motivate and encourage specially abled children.
2. Visit to feeder school were conducted for generating awareness, scientific temper, counselling, etc.
3. A cluster was formed with neighbouring colleges of the district for academic and non academic exchanges. The cluster includes, Margherita College, Digboi College, Digboi Mahila Mahavidyalaya and Ledo College.
4. Skit performances were done for Gender Empowerment.
5. Activities related to Swacch Bharat were organized in the catchment areas.
6. Several classes were taken by faculties to guide the youth to appear in competitive examinations.
7. Faculties are engaged in different literary, social & cultural activities on and off the campus.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8.26 Acre	NIL	NIL	8.26 Acre
Class rooms	23	NIL	UGC, DF	23 Nos
Laboratories	07	NIL	Development Fund (DF)	07 Nos
Seminar Halls	02 ⁵	NIL	NIL	2 Nos.
No. of important equipments purchased (\geq 1-0 lakhs) during the current year 2016-17.	<ul style="list-style-type: none"> ○ Projector = 07 ○ Computer Sets =70 nos. ○ Generator = 02 nos. ○ Smart Board = 03nos ○ Hi Tech Ultra Short Interactive Projector=02 nos. ○ Duplicator Machine= 02 nos ○ Laptops=05 nos. ○ Laser Printer=24 nos. ○ InterfaceProject=04 nos ○ CCTV Camera=24 nos ○ CCTV IR=04 ○ DigitalLecture(Podium) =02 nos. ○ Water Purifier =06 nos ○ Fire Extinguisher=10 nos ○ DSLR Camera=01 no ○ Reprographic Xerox Machine= 01 no. 	<ul style="list-style-type: none"> ○ Ram 8 gb= 01 no ○ Computer CPU=60 nos. ○ Antivirus (Quick Heal)=61 nos ○ Computer LED Screen (18.5') = 06 nos ○ Wired Keyboard Mouse=61 nos ○ DVD Player=02 nos ○ LED (42') TV=02 nos ○ Head phones (i-ball)=61 nos ○ Student computer table=38 nos ○ AC (1.5 Ton Voltas)= 02 nos ○ Inverter= 01 no ○ Podium= 01 no ○ Word worth software=61 nos ○ Student chair=60 nos ○ Laserjet Multifunctional Printer= 01 no ○ UPS 2 Batteries= 1 set. 	RUSA	
Value of the equipment purchased during the year (Rs. in Lakhs)	----	30,00,000/-	RUSA	30,00,000/-

⁵ Including Boxing Hall

	Open Stage =01 Girls Hostel =01 Boys Hostel = 01 Departmental Rooms=19 Colour Printer =04 Scanner=06 Refrigerator=03 Inverter = 03 P.A. System =04 Ambulance = 01 Digital Visualizer=01 Guest Room =01 Open Space for official transaction = 01 Playground = 01 Car Parking = 01		Nil	Nil
Others		Language lab (In progress)	RUSA	25,00,000/-
		Renovation of Old Heritage Building	RUSA	70,00,000/- (Appx)

4.2 Computerization of administration and library

Computerization of Administration

At present the college has 121 nos. of computers which includes at the Principal's chamber, Vice Principal's Chamber, IQAC Office, System Room, Academic Co-ordinator, Administrative Section, Accounts Section, Cash Section, Exam Section, Documentation cell, all the Departmental cells and the Computer Section. We have a system room wherefrom all the administrative activities are controlled and administrative computers are maintained through LAN networking. The college has Internet facilities through Broadband Connection and same is offered to both teachers and the students. The college has a Computer Assistant and appointed (by college authority) and one additional Staff with knowledge of Computer.

Computerization of Library

During the year emphasis has been given to offer the best possible services Improvement to the library. It is partially automated. Internet service is available in the library building and OPAC facility is available for the readers including the learners of the distance mode of education. More than 5000 e-journals and 75000 e-books are available.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23682	3839430/-	1097	409903/-	24779	4249333/-
Reference Books	1745	577500	110	102457/-	1855	679957/-
e-Books	75000/-	-	-	-	75000	-
Journals	45	412324/-	-	14269	45	426593/-
e-Journals	5000	-	-	-	5000/-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify) News papers	12	460158/-	-	-	12	460158/-

4.4 Technology upgradation (overall)

	Total Computers ⁶	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60	10	48	16	06	08	18	12
Added	61	60	-	-	-	-	-	-
Total	121	70	48	16	06	08	18	12

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

Training has been imparted to teachers & students. Technological upgradation has been also done.

4.6 Amount spent on maintenance in lakhs :

i) ICT

45.0

ii) Campus Infrastructure and facilities

48.01144

iii) Equipments

20.0

iv) Others

NIL

Total :

1,13.01144

⁶ Figures in table show no. of computers.

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC takes initiative in rendering Students Support Services through:

IQAC took initiatives to conduct career counseling programmes for the students. IQAC also provided some guidance to the students for the preparation of competitive examinations. Smart Classes, Advanced Counseling for smart learners have also been conducted many times. Preliminary Health Care Services (Infirmary) also has been provided by the department of Sociology under the guidance of IQAC, Margherita College. In near future, Margherita College faculty along with interested students under the guidance of IQAC will organize Scientific Research on different burning social issues on local need basis.

At the suggestion of the IQAC the college has established a Disciplinary committee, Anti Ragging Committee and a Committee against Sexual harassment of Women headed by one Teacher of the College. The IQAC has also suggested that different committees should interact with students to inform them about facilities available in the college. The IQAC also suggested that opening of a Placement Cell would benefit the students

The college effectively manages the scholarship, remedial programs and other support services to students. IQAC collected feedback from students on various support services available in the college which were duly considered for enhancement of quality of such support services in the college. The college has an effective system of remedial and tutorial for students in need of greater academic help which are duly supervised by the heads of the departments and Vice Principal. Feedback on such programme is made available to the management through IQAC for quality sustenance and improvement.

With regard to

- Free studentship and admission to 10+2 and Degree courses
- Hostel (Boys and Girls)
- Merit cum Means Scholarship
- One Student One Plant
- Health awareness campaign (Tobacco free campus)
- Book Bank facilities.
- Career Counselling
- Ambulance Service and preliminary health care service.
- Group Insurance Scheme for students, etc.
- Tutorial and Remedial Class
- Anti Ragging Committee and also a Committee against Sexual Harassment
- 17 Students from the college got enrolled in “Prayash” (A free coaching initiative taken by the local administration for UPSC/APSC aspirants)

5.2 Efforts made by the institution for tracking the progression

Institution helps the faculty members to collect the student feedback. The office of the Principal tracks the student progression in maintaining the academic performances. Drop out percentage, aiding scholarships, financial aids according to merit and needs are respectively done.

Notifications are done by the institution to intimate the students' regarding the Free Admission made by the government,

Financial aids and other financial help are also provided time to time.

Individual departments, at the suggestion of the IQAC, try to keep track of the progress of their students. Heads of the department and officials meet once in a fortnight to discuss on the progress of students in academics. The college council meets once in a semester to discuss various matters on the college including student progression in academics. The suggestions and feedback from the officials helps the college in taking policy decisions in amending a suitable system to assure and enhance academic performance of the students in each and every semester. Alumni association is formed to guide the students time to time and to take some beneficiary programmes to help them as coaching in different places.

5.3 (a) Total Number o students

UG	PG ⁷	Ph. D.	Others ⁸
1451	325	Nil	1061

(b) No. of students outside the state

206

(c) No. of international students

00

Men	No	%	Women	No	%
	735	50.65		716	49.35

(Total no. of students for the year 2017-18)

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
441	43	145	728	Nil	1357	492	58	160	741	-	1451

Demand ratio 1:1

Dropout % : 34.56%

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

- 10 nos. students from the college got enrolled in “Prayaas” (A free coaching initiative taken by the sub divisional administration for UPSC/APSC aspirants). Faculty of Margherita College is also associated with this coaching.
- Career Guidance Cell of the college organizes workshops/Lectures for awareness, motivation and training of students.

No. of students beneficiaries

10

5.5 No. of students qualified in these examinations

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

⁷ UG and PG Courses run under Dibrugarh University and Krishna Kanta Handique State Open University in distance mode.

⁸ Senior Secondary(10+2)

5.6 Details of student counselling and career guidance

- Lecture Programme on ‘Competitive Exam & Entrepreneurship’ at Margherita College. Lecture delivered by Rahul Bharadwaj from Assam Royal Global University & Mr. Rajashree Gogoi, Assam Computers, held on 23.11.2017.
- A talk programme on ‘Internal Counselling’ (target group 2nd Sem) by Dr. Buddhin Gogoi, Principal, Margherita College held on 04.01.2018
- A talk programme on ‘Internal Counselling’ (target group 4th Sem) by Dr. Buddhin Gogoi, Principal, Margherita College held on 05.01.2018
- A talk programme on ‘Internal Counselling’ (target group 6th Sem) by Dr. Buddhin Gogoi, Principal, Margherita College held on 06.01.2018
- A lecture programme was held on the topic, ‘Interview Skill’. Lecture was delivered by Dr. Upasona Sharma, from Dibrugarh University held on 17.01.2018
- Arranged a session: Live telecast of Hon. Prime Minister Narendra Modi that was held on 11.02.2018 on the topic, ‘How to control Examination stresses’.
- A talk programme was held on 12.02.2018 which was delivered by SDO (Civil), Programme Officer, PRAYAAS on the topic to appear in the competitive exams, UPSC, APSC
- A lecture programme was held on 31.03.2018 which was delivered by Prof. Bolin Kr. Konwar, Professor of Tezpur University on the topic, entitled, *Academic Excellence & Leadership*.
- An Off capus coordination programme, was organized by margherita college . faculties participated are Mrs. Boby Dutta Saikia, Mr. Ashim Sen Gupta & Mr. Bulendra Limbu at Town High School on 06.01.2018
- An Off capus coordination programme, was organized by margherita college . faculties participated are Dr. Gautom Purkayastha, Dr. Janaki Prasad Debnath & Mr. Ashim Sengupta at AR&TCo.s High School on 08.05.2018
- An Off capus coordination programme, was organized by margherita college . faculties participated are Mrs. Jyoti Gogoi & Dr. Pushpa Singh at Balya Bhawan, Margherita on 20.05.2018
- An Off capus coordination programme, was organized by margherita college . faculties participated are Dr. Pushpa Singh & Mrs. Jyoti Gogoi at Margherita Hindi High School on 31.05.2018

No. of students benefitted

1787

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

Skit performances were conducted in nearby schools. The theme of the skit was empowerment, importance of education, confidence building etc.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	No. of Students	Amount
Financial support from institution (Merit)	06	14800/-
Financial support from government		

Financial support from other sources	87 01	304500/- 3165/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

1. College authority takes prompt action whenever there is any error in the students marks sheets or certificates issued by the University.
2. In case of any loss suffered by students either minor or major, such as loss of any articles, etc., the authority solves it promptly with help of enquiry or through CCTV footage.
3. Adequate numbers of fans were installed in front of the office Counters to help students while performing official transactions.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To build up Margherita College into a Centre of Excellence.

The Empowerment of the generation of the entire locality with a view to ensure humane, equitable and continuous improvement of the quality of life around.

6.2 Does the Institution has a management Information System

The Margherita College has taken the initiative to develop MIS. At present it is operated under manual system. So improvement strategies have been initiated to reduce paper works and connecting all stakeholders through LAN and mobile app.

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

6.3.1 Curriculum Development

- Dibrugarh University has adopted strategies for Quality improvement for curriculum Development in U.G Level Curriculum Design and Development at DU. For instance, Dr. Debajit Singha as member of Board of Studies in commerce; Dr. K. Sonowal as Elected member of Central Board of Studies in DU and Dr. A. Saikia, Elected Member of Academic Council, DU.
- The principal of the college is a member of the Committee for introduction of CBCS under Dibrugarh University. He is also a Court member and an EC member, Exam Committee member of Dibrugarh University. He is the EC member of Assam Higher Secondary Education Council and member of other sub-committees. Also he is at present working as Examination Committee Member.
- A few faculties are involved in curriculum designing as a member of the Dibrugarh University Departmental board of Studies.

6.3.2 Teaching and Learning

- Continuous feedback from students on teachers and library is taken by administrator. The Administration gives special attention to the following areas :
 - Regularity of the teachers and students in taking and attending classes.
 - Mid-term assessment of progress of course.
 - Month wise calculation of students' attendance.
 - Subject wise result analysis.
 - Conducting or facilitating faculty development programme.
- By conducting student-teacher exchange programmes etc.
- Student feedback on teacher taken at entry and exit point. Analysis of the information given by students was done by the IQAC and a few steps taken to make the teaching learning more affective.
- During the year students' feedback on teachers was also taken by the external resource persons which were quite a fruitful exercise.
- Monitoring of classes by CCTV cameras and checking of class delivery registers are done by the principal. In addition, Vice principal of the college monitors the class room literally and maintains a monitoring sheet.
- Improvement strategies have been adopted by the college for use of different teaching aids in the class-room, Smart class-room and Modern class-room. These are also kept under surveillance of CCTV device. The uses of power-point presentation and smart Board by faculties are highly encouraged.

6.3.3 Examination and Evaluation

- Answer scripts of the 1st and 2nd internal assessment are shown to the students as a measure of transparency
- Discussions on evaluated answer scripts with the students are emphasised.
- Project related presentations are normally attended by all the faculties of concerned departments along with the Principal, Vice Principal and Academic Coordinator with a motive to improve the quality of the presentation and evaluation.
- All exams (internal and external) are conducted under the monitoring of the two College Examination Conduction Boards.
- Examination is conducted as per the rule with strict monitoring by the principal and the vice principal. Examination halls are under CCTV Camera surveillance.
- Role of at night, sufficient lights across college boundaries were arranged since Dibrugarh University Evaluation Zone, Margherita College centre become a regular feature.
- Dibrugarh University (DU) Evaluation Zone (Margherita College) also follows the DU guidelines with regard to Quality Evaluation strategies in the External Evaluation of exam system in the college campus.
- College management is going to implement shortly the security aspects related to the conduction of examination and evaluation at zone level in the college campus in the following ways:
 - a) Strong room should be established under the supervision/ custody of Vice-Principal.
 - b) CCTV cameras have been installed in the Exam Conduction Board and in the Exam Halls.
 - c) Night Chowkidar performs his duty regularly.
 - d) Local police are assigned to maintain security.
 - e) The Officer-in-charge of the local police station is also ex-officio member of the Centre Committee.

6.3.4 Research and Development

- IQAC encourages different departments to organise workshops/ seminars/talks etc, which also help in generating interest in research.
- A few Departments are publishing research journals. The College authority provides financial aid for such publications.
- The Margherita College Study Circle organises research oriented programmes. The teachers share their experiences after the completion of their RC/OC Programmes.
- Teachers are provided with special leave for research activities.
- Library offers improved environment for Research Scholars.
- In view of retirement of R.B. Deb, the responsibility of the Research Committee is entrusted to Mrs. Runjun Saikia. The faculties can undertake MRP, M.Phil, and PhD project under the supervision of our teachers. Management of the college proposed an amount of Rs 50,000 to each stream to encourage the faculties to inculcate Research mentality in the college w.e.f 2017 onwards.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Improvement in the library services was specially emphasized by the Peer Team Members, NAAC, at the time of 2nd Cycle of Assessment. During the year stress has been given to offer best possible services. Library is partially automated. Internet Service is available in the Library building and OPAC facility for the readers. More than 5000 e-journals and 75000 e-books are available.

The library has Photo copying facility at low cost and a separate reading room for teachers.

Library networking system has been improved. Now students can search e-books and e-journals through N-List under the guidance of Library staff as required.

Three tier purchase policy is maintained to improve the service of the library. Library Management Committee has adopted quality improvement strategies in the uses of ICT and physical infrastructure.

6.3.6 Human Resource Management

- The college has a mechanism for efficient use of its human resources. For the better utilisation of Human Resources of the college, the role of the Vice Principal and Academic Coordinator (created by the college authority) towards administration has been clearly defined.
- The college has a number of cells and departmental forums, for smooth conduction of different activities. Different teachers are engaged in different college activities stressing upon their interest and efficiency and total participation.
- Any vacancy of the college (arises due to superannuation/resignation /leave) is filled up immediately on temporary basis till necessary order is received from the higher authority.
- Best worker award is given to two non teaching employees every year to boost the moral of the employees. Incentives are given to employees for their best services towards the college.
- Margherita College Study Circle conducts talks and workshops for continuous improvement of knowledge and communication skills of the faculties.
- Loans are given to the needy employees from non-teaching staff benefit fund.
- Employees are required to record their attendance in facial biometric both at arrival and departure.
- Installation of CCTV Camera in classrooms and sensitive areas helped in maintaining discipline in college campus.

6.3.7 Faculty and Staff recruitment

- The governing body of the college emphasised on quality while recruiting teaching as well as non teaching staff, complying with the state govt. Rules and UGC guidelines.
- Negotiated pay is also given to brilliant faculty and staff to improve the quality of services while recruiting contractual employees.
- Temporary or contractual employees- both teaching and non-teaching are recruited by the governing body. These appointments are also made on merit basis.

6.3.8 Industry Interaction / Collaboration

- The college authority encourages the faculty members and students to visit local industrial units and interact with the local entrepreneurs in the form of industrial survey/visit.
- Local entrepreneurs are also invited to the college for interaction with the students and teachers.

6.3.9 Admission of Students

- For admission purposes, an admission committee is constituted and all admissions are given on merit basis complying fully with Assam Govt. admission rules.
- Admission dates are advertise in leading local news papers well in time.
- Students who are good in sports or cultural activities are given special consideration according to the govt. norms.

6.4 Welfare schemes for

Teaching	<ol style="list-style-type: none">1. Margherita College Teachers Benefit Fund (MCTBF).2. Advance salary given to teachers in need (Applicable for Temporary and non sanctioned faculties)3. Ambulance service and First Aid Service Centre attached to Department of Sociology.
Non-teaching	<ol style="list-style-type: none">1. Margherita College Non-Teachers Benefit Fund (MCNTBF) and Margherita College Teachers Benefit Fund.2. Provision of Advance salary for the staff in need(Applicable for Temporary and non sanctioned staff)3. Ambulance service and First Aid Service Centre attached to Department of Sociology.
Students	<ol style="list-style-type: none">1. Margherita College Students' Insurance Benefit Scheme.2. Merit scholarship and Margherita College cash prize scheme for the toppers.3. Free studentship (Now as per Assam Govt. norms)4. Free/Concessional Admission for poor cum meritorious students.5. Margherita College Sportsman Incentive/Scholarship scheme.6. Library Book Bank7. Ambulance Service8. Emergency Medical Assistance

6.5 Total corpus fund generated

Margherita College authority decided to create a corpus fund with an initial amount of Rs. 10,00,000/- from the current financial year

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dibrugarh University ⁹	Yes	Principal
Administrative	No	No	Yes ¹⁰	Governing Body

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

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

Margherita College is not yet an Autonomous College.

- Internal Examinations are conducted strictly following the University guidelines.
- Students are shown the evaluated answer scripts and reconsider their view points on their performance and makes necessary correction, if required,
- Examination halls are under CCTV surveillance.
- DU including affiliated colleges organises workshops, seminars, talks meetings and discussions with the stakeholders for Examination reforms.

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

Dibrugarh University has the provision for encouraging colleges to go for autonomy. Margherita College has not yet applied for Autonomous status.

⁹ Annual appraisal report of the college submitted to Dibrugarh University

¹⁰ Internal Administrative Audit is also done under the authority of Governing Body but the process to improvise its strategy conduction is on

6.11 Activities and support from the Alumni Association

- It organises alumni meets and collaborates in organizing workshops and talk shows.
- Alumni association is associated with all the major activities of the college and help in mobilising people and generating funds for various programmes of the college.
- Alumni association helps in organising all major events of the college. They also provide infrastructural support.

6.12 Activities and support from the Parent – Teacher Association

- Margherita College Parent-Teacher Association (MCPTA) takes part in all major activities of the college and lends moral support, suggestions and advices.
- At different occasions, Parent-Teacher meets are held.

6.13 Development programmes for support staff

- Management of college organises different skill-development programme, training, capacity and building to upgrade and update the non-teaching staff.
- Regular meeting is held by the principal to update and upgrade the non-teaching staff.
- They are encouraged to acquire more academic qualification through online and distance mode.
- They were sent for training from time to time and encouraged to undergo skill development program.

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

The college campus is made eco-friendly through the following initiatives:

- i. Environmental awareness programs on 'No Tobacco Zone', 'Plastic Free Zone' and 'Plantation' etc.
- ii. '*Seuj Kanan*' and '*Puspa kanan*' are maintained by EVS cell of the college.
- iii. All the important college programmes/activities are observed with a plantation ceremony besides others.
- iv. The NSS team works for plastic free environment within and outside college campus.
- v. The NSS, NCC, Nature Club, etc. render services on a regular basis to keep the college campus clean, green and thus, beautiful.
- vi. Daily cleaning of the campus, monitoring of the plants and effective waste disposal
- vii. One employee one tree concept
- viii. Horticulture garden/nursery in the college.
- ix. Some other activities are like, use of dustbin, plastic free zone, regular cleaning, plantation, gardening, water-testing, etc.

The emphasis is given on the following two things:

- i. Efforts made for carbon neutrality through plantation (One student one tree program is also suggested by NAAC).
- ii. Hazardous waste management (use or burning of plastic bags is discouraged).
- iii. Ensuring participation of the hostel students in maintaining the hostel campuses clean.

Criterion – VII

7. Innovations and Best Practices

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

1. Street Skit performed by students in different schools to create awareness about rights of girl child.
2. Readership awareness programme by Dept. of English with a motive to assess and develop the reading habit of teenagers of Margherita Sub-Division.
3. ‘Off Campus Academic Coordination Programme of Margherita College which was initiated in the session 2015-16, is continued successfully. Every year some faculties of the college organises motivational cum informative sessions in the schools. Four schools of neighbouring area was covered in the session 2017-18,

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

1. Student exchange programme, field trip were conducted.
 2. Women Studies and Development Cell, Margherita College conducted a survey trip to “Prerona, Pratibandhi Sishu Bikash Kendra, Jorhat,” to motivate and encourage specially abled children.
 3. Visit to feeder school were conducted for generating awareness, scientific temper, counselling, etc.
 4. A cluster was formed with neighbouring colleges of the district for academic and non academic exchanges. The cluster includes, Margherita College, Digboi College, Digboi Mahila Mahavidyalaya and Ledo College.
 5. Remedial and tutorial classes were continued.
 6. Course progress assessment was collected.
 7. Student feedback were collected and analysed.
- Fifty saplings of ‘Krishnachura’ (Delonix regia) were planted in the college campus.

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

1. “What after school” an off-campus Academic Coordination Programme of Margherita College
2. Teachers’ Feedback on Examination Process

(Given in Annexure III)

7.4 Contribution to environmental awareness / protection

1. Observed World Environment Day on 5th June 2017.
2. Observed ‘International Day of Yoga’ on 21st June, 2017 in the Margherita College premises.
3. Fifty saplings of ‘Krishnachura’ (*Delonix regia*) were planted in the college campus .
4. Students carried out ‘Safai Abhiyan’ at college campus.
5. NSS, Margherita College participated in Swachh Bharat Mission (Grameen) organised by DWSC, Tinsukia in collaboration with UNICEF.
6. National Science Day was observed.
7. International Day of Yoga was observed on 21st June, 2017.

7.5 Whether environmental audit was conducted? Yes No

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

Strength	<ul style="list-style-type: none"> • Student Enrollment has been continuously increasing. • Principal of the college is maintaining a good network at the state and national level. He is a member of the Committee for introduction of CBCS under Dibrugarh University. He is also a Court member and an EC member, Exam Committee member of Dibrugarh University. He is the EC member of Assam Higher Secondary Education Council and member of other sub-committees. Also he is at present working as Examination Committee Member.
Weakness	<ul style="list-style-type: none"> • Inadequate Infrastructure
Opportunities	<ul style="list-style-type: none"> • In the past few years, the infrastructure of the college has improved substantially with liberal grants under UGC, RUSA and Assam Govt. • The college has the advantage of ideal share of experienced faculty and new recruits who can easily cope with the eminent changes happening in higher educational scenario
Threats (Challenges)	<ul style="list-style-type: none"> • Transforming/shaping the transactions of lessons such that graduates from the college find them employable in different fields. • Skill Based self sustaining diploma should be introduced. • Regular postgraduate departments yet to be opened in the college.

8. Plans of the Institution for next year (2018-19)

Theme: “Educate a girl and you educate a family”

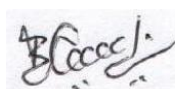
1. A cluster will be formed with neighbouring colleges of the district for academic and non academic exchanges. The cluster includes Margherita College, Digboi College, Digboi Mahila Mahavidyalaya and Ledo College.
2. IQAC will organize some gender sensitization programme under “Women Studies and Development Cell” & NSS
3. Self defence Training programme for girls’ students
4. Some awareness programmes will be conducted on women Health & Hygiene in Bhiton Powai Gaon under Bhiton Powai Gaon Panchayat
5. A Student oriented seminar on ‘Gender Empowerment’
6. One month coaching programme for students on Boxing & Kho-Kho by National coach
7. To continue with the activities like Remedial classes, Tutorial classes, Preparatory classes Mentoring Hostel wards, Student Exchange Programme, field trips etc. for improvement of results and insist on skill development of the students.
8. Mid- term Course Progress assessment: In the first week of September (HoDs & Academic coordinator are to make assessment as per the usual practice of the college.)
9. Entry- point Student Feedback : 1st week of August (Criterion-I/ IQAC)
10. Mid –point student Feedback : September/March (through external Resource Person/ IQAC)
11. Exit- point Student Feedback : End of October/April (Criterion -II/ IQAC)
12. To introduce a coaching centre for our students to assist in their preparation for different competitive exams. Three faculties one each from Arts, Science and Commerce will co-ordinate the programme under Career Counselling and Placement Cell.
13. Students’ participation in exhibition, Beehive & Creative Hands (Students Corner) will be strengthened.
14. Visit to feeder schools for generating awareness, scientific temper, counselling, etc
15. To continue with the earlier incomplete projects.
16. Two National level seminar/ workshop will be organised.

Name: Mr. Jugen Borah

Name :Dr. Buddhin Gogoi



Signature of the Coordinator, IQAC



Principal
Margherita College
Margherita

Signature of the Chairperson, IQAC

ANNEXURE I

ACADEMIC CALENDER FOR THE YEAR 2017-18

ACADEMIC CALENDAR (INCLUDING HOLIDAY LIST)

JUNE 2017		
Date /Month		Events/Activities/Holiday
1 st -30 th June 2017	1	Admission to the B.A./B.Sc./B.com. 3 rd & 5 th semester classes
7 th June 2017	1	Commencement of the odd semester classes of the B.A./B.Sc./B.com. Programmes, H.S. 1 st & H.S. 2 nd year classes (Arts/Sc./Com)
	2	Notification of class routine in the college
	3	Notification of course plan/departmental class routine in the departmental notice boards of the college
9 th June 2017	1	Last date of submission of evaluated answer scripts of the end semester examinations with relevant documents by the Zonal officers to the university
24 th June 2017	1	Freshmen Social
	2	Notification for setting question papers for 1 st sessional exam for odd semester B.A./B.Sc./B.com. classes
26 th June 2017	1	Id-UI-Fitre
Total no of working days		25
Total no of class days		19

JULY 2017		
Date /Month		Events/Activities/Holiday
1 st -31 st July 2017	1	Mid semester vacation for the teaching staff of the college
10 th – 16 th July 2017	1	Declaration of the B.A./B.Sc./B.com. even semester examination results
Total no of working days		26
Total no of class days		00

AUGUST 2017		
Date /Month		Events/Activities/Holiday
1 st August 2017	1	Re- commencement of the 1 st , 3 rd , 5 th semester and H.S. classes
8 th – 14 th August 2017	1	1 st sessional exam of the B.A./B.Sc./B.com. Programmes
15 th August 2017	1	Independence Day
16 th – 22 nd August 2017		Counselling for the B.A./B.Sc./B.com. 1 st semester students and mid semester feedback assessment (any one day)
18 th August 2017		Last date of submission of filled in registration forms of the B.A./B.Sc./B.com. 1 st semester students by the college at the University
19 th August 2017		Last date of notification of 1 st sessional examination marks of the B.A./B.Sc./B.com. Programmes in the departmental notice board
22 nd August 2017		Students' Union Election
23 rd August 2017		Tithi of Sri Sri Madhav Dev
Total no of working days		25
Total no of class days		24

September 2017		
Date /Month		Events/Activities/Holiday
1 st – 10 th September	1	Internal assessment of the B.A./B.Sc./B.com. Progrmmes through seminar/ group discussion etc.
1 st September	1	College Foundation day celebration
	2	Notification for setting question papers for 2 nd sessional exam for odd semester B.A./B.Sc./B.com. Programmes & 1 st unit test examination of H.S. 1 st & H.S. 2 nd year classes.
10 th September	1	Tithi of Sri Sri Madhavdev
13 th September	1	Janmastami
18 th – 26 th September		1 st Unit Test of H.S.1 st -H.S.2 nd year classes

25 th September	1	Id-Ud-Zuha
26 th September	1	Last date for assignment submission by the students of the B.A./B.Sc./B.com. Programmes in the semester system
	2	Last date for form fill up of the B.A./B.Sc./B.com. and semester examinations
27 th – 29 th September	1	Durga Puja holiday
30 th September	1	Bijoya Dashami and Janmotsav of Sri Sri Sankardeva
Total no of working days		19
Total no of class days		19

October 2017		
Date /Month		Events/Activities/Holiday
2 nd October	1	Birthday of Mahatma Gandhi
2 nd – 10 th October	1	2 nd sessional exam of B.A./B.Sc./B.com. Programmes
4 th October	1	Last date of notification of 2 nd sessional examination (odd semester programmes) marks in the departmental notice board
	2	Last date of submission of filled in examination forms of the B.A./B.Sc./B.com. and semester examinations by the college at the University
	3	Completion of odd semester classes of the B.A./B.Sc./B.com. Programmes
5 th October	1	Lakhmi Puja
18 th October	1	Kati Bihu
19 th October	1	Kali Puja & Diwali
Total no of working days		22
Total no of class days		22

November, 2017		
Date /Month		Events/Activities/Holiday
1 st – 30 th November	1	End semester examinations of the B.A./B.Sc./B.com.

		Programmes
4 th November	1	Birthday of Guru Nanak
6 th November		Last date for submission of internal assessment marks of the students of the B.A./B.Sc./B.com. Programmes to the University
11 th November- 9 th December	1	Evaluation of answer scripts of the B.A./B.Sc./B.com. Programmes at the Zone
13 th November	1	Notification for setting question papers for 2 nd unit test examination of H.S. 1 st & H.S. 2 nd year classes.
24 th November	1	Lachit Diwas
Total no of working days		23
Total no of class days		23

December, 2017		
Date /Month		Events/Activities/Holiday
1 st – 31 st December	1	Semester end vacation for the teaching staff of the colleges conducting B.A./B.Sc./B.com. Programmes
2 nd December	1	Axom Divas
25 th December	1	Christmas
Total no of working days		24 Days
Total no of class days		00 Days

January, 2018		
Date /Month		Events/Activities/Holiday
1 st January, 2018		<ul style="list-style-type: none"> • Commencement of the Even Semester Classes. • Notification of Class routine in the College (College & Departmental) course plans etc. In the notice boards. • Regular Classes of the H.S. 1st Year to continue. • Practical examinations of the H.S. Final Year.
2 nd -8 th January,2018		<ul style="list-style-type: none"> • 2nd Unit Test of H.S.1st & H.S. 2nd year Classes (Arts/Sc./Com.) to be hold.

12 th January, 2018		<ul style="list-style-type: none"> Last date of Submission of Evaluated Answer Scripts of the End Semester Examination with relevant documents by the Zonal Officers to the University.
13 th -15 th January, 2018		<ul style="list-style-type: none"> Magh Bihu (Holiday)
20 th -31 st January, 2018		<ul style="list-style-type: none"> College Week (Any seven days).
22 nd January, 2018		<ul style="list-style-type: none"> Celebration of Saraswati Puja. Notification for setting Question Papers for 1st Sessional Examination for Even Semester B.A./B.Sc./B.Com. Classes.
26 th January, 2018		<ul style="list-style-type: none"> Republic Day
31 st January, 2018		<ul style="list-style-type: none"> Me-Dam-Me- Phi & Bir Chilarai Divas (Holiday)
Total no of working days	21	
Total no of class days	17	

February, 2018		
Date /Month		Events/Activities/Holiday
9 th -15 th February, 2018		<ul style="list-style-type: none"> Declaration of the results of the Odd Semester B.A./B.Sc./B.Com. Examinations.
9 th -26 th February, 2018		<ul style="list-style-type: none"> 1st Sessional Examinations of the 2nd, 4th, and 6th Semester of the B.A./B.Sc./B.Com. Programme (any four days).
23 rd February – 22 nd March, 2018		<ul style="list-style-type: none"> H.S. Final Examination
24 th -28 th February, 2018		<ul style="list-style-type: none"> Counseling for the students of the B.A./B.Sc./B.Com. programmes and Mid Semester Feedback Assessment (Any one day)
28 th February, 2018		<ul style="list-style-type: none"> Celebration of the National Science day.
Total no of working days	24	<ul style="list-style-type: none">
Total no of class days	24	<ul style="list-style-type: none">

March, 2018

Date /Month		Events/Activities/Holiday
1 st March, 2018		<ul style="list-style-type: none"> Holi, Dol Jatra (Holiday)
2 nd March, 2018		<ul style="list-style-type: none"> Last Date for notification of the 1st sessional examinations Marks of the 2nd, 4th, 6th semester B.A./B.Sc./B.Com. Programmes.
23 rd March, 2018		<ul style="list-style-type: none"> Last date for form fill-up of the B.A./B.Sc./B.Com. End semester examinations at the college.
30 th March, 2018		<ul style="list-style-type: none"> Good Friday (Holiday)
Total no of working days	25	
Total no of class days	25	

April, 2018		
Date /Month		Events/Activities/Holiday
2 nd -9 th April, 2018		<ul style="list-style-type: none"> 2nd Sessional examinations of the B.A./B.Sc./B.Com. Even semester programmes.
3 rd -20 th April, 2018		<ul style="list-style-type: none"> H.S. 1st year Final Examination
4 th April, 2018		<ul style="list-style-type: none"> Last date of submission of filled in examination forms of the B.A./B.Sc./B.Com. End semester examinations by the College at the University.
13 th -16 th , April, 2018		<ul style="list-style-type: none"> Rongali Bihu/ Bohag Bihu (Holiday)
20 th April, 2018		<ul style="list-style-type: none"> Last date for submission of Assignment by the students of B.A./B.Sc./B.Com. Programmes. Completion of Even semester classes of the B.A./B.Sc./B.Com. Programmes & H.S. 2nd year classes will commence. Last date of notification of 2nd Sessional Examination (Even Semester Programmes) marks in the Departmental Notice board.
30 th April, 2018		<ul style="list-style-type: none"> Buddhha Purnima (Holiday) Declaration of the H.S. 1st year result.
Total no of working days	22	
Total no of class days	11	

May, 2018		
Date /Month		Events/Activities/Holiday
1 st May, 2018		<ul style="list-style-type: none"> May Day (Holiday)

2 nd -31 st May, 2018		<ul style="list-style-type: none"> • End Semester examination of the B.A./B.Sc./B.Com. Programmes. • Commencement of the H.S. 2nd year classes to be continued.
4 th -31 st May, 2018		<ul style="list-style-type: none"> • Evaluation of answer scripts of the B.A./B.Sc./B.Com. Programmes (2nd, 4th & 6th semester) at the zone.
5 th May, 2018		<ul style="list-style-type: none"> • Admission of the H.S. 2nd year classes.
9 th May, 2018		<ul style="list-style-type: none"> • Last date for submission of Internal Assessment marks of the students of the 2nd, 4th & 6th semester students of the B.A./B.Sc./B.Com. Programmes.
11 th May -10 th June, 2018		<ul style="list-style-type: none"> • Result of the H.S. Final examination 2018 is likely to be declared by the end of May, 2018. • Admission Notice and completion of the admission process of H.S.1st year and the B.A./B.Sc./B.Com. 1st semester classes.
Total no of working days	25	
Total no of class days	25	

Annexure II

Entry Point Feedback 2017-18

Method:

Collected from 1st Semester students of all the streams (Arts, Science & Commerce) of the session 2017-18. A total of 17 questions with 05 point rating scale (Outstanding=05, Very good=04, Good=03, Average=02, Below average=01)

Possible minimum total with 17 responses (17x01) = 17

Possible maximum total with 17 responses (17x05) = 85

Percentage score was calculated for secured total score out of the maximum total (85).

SL. NO.	NAME OF THE TEACHER	DEPARTMENTS	PERCENTAGE SCORE (%)
1	DR. DEBA BORA, ASSOCIATE PROF.	ASSAMESE	87.3
2	DR. RAMEN HAZARIKA, ASSOCIATE PROF.	ASSAMESE	87.2
3	MRS.CHITRA BORGHAIN, ASSOCIATE PROF.	ASSAMESE	87.3
4	DR. RUNJUN SAIKIA, ASST. PROF.	ASSAMESE	88.3
5	MS. BITUMONI MALIA, ASST. PROF.	ASSAMESE	83.0

6	DR. NITISH DAS, ASST. PROF.	BENGALI	*
7	DR. JANAKI PRASAD DEBNATH, ASST. PROF.	BENGALI	72.0
8	MR. BINOD KUMAR AGARWALLA ASSOCIATE PROF.	COMMERCE	*
9	MR. DILIP KUMAR CHUTIA ASSOCIATE PROF.	COMMERCE	80.7
10	MRS. YEMOKHYA FAKAY ASST. PROF.	COMMERCE	80.3
11	MR. BIRAJ BURAGOHAIN ASST. PROF.	COMMERCE	*
12	MR. JUGEN BORAH, ASSOCIATE PROFESSOR	ECONOMICS	83.4
13	DR. GAUTAM PURKAYASTHA, ASSOC. PROF.	ECONOMICS	84.1
14	MR. BISHNU PRASAD CHETRY, ASSOC. PROF.	ECONOMICS	*
15	DR. MADHUMITA DEB ASST. PROF.	ECONOMICS	82.0
16	MRS. JYOTI GOGOI ASST. PROF.	ECONOMICS	75.2
17	MRS. PURABI GOGOI ASSOCIATE PROFESSOR	EDUCATION	80.7
18	DR. ANJUMONI BORUAH, ASSOCIATE PROF.	EDUCATION	87.7
19	MRS. PRATIBHA BEZBORUAH, ASST. PROF.	EDUCATION	88.5
20	DR. ANISHA ALI, ASSOCIATE PROF.	ENGLISH	86.7
21	MS. DEEPASREE DAS SARKAR, ASSOCIATE PROF.	ENGLISH	84.7
22	DR. MD. MUZIBUR RAHMAN, ASSOCIATE PROF.	ENGLISH	87.7
23	MS. GEETIMONI SAIKIA, ASST. PROF.	ENGLISH	81.5
24	MS. SOMALI RAHA, ASST. PROF.	ENGLISH	82.0

25	DR. MRINALI KONWAR, ASSOCIATE PROF.	HINDI	75.2
26	DR. PUSHPA SINGH, ASST. PROF.	HINDI	71.3
27	MRS.JOLLI DUTTA, ASSOCIATE PROF.	HISTORY	84.7
28	MR.SONJOY DAS, ASST. PROF.	HISTORY	81.3
29	MR. SANJOY SEN, ASST. PROF.	HISTORY	79.8
30	DR.DEBOJIT SINGHA ASSOCIATE PROFESSOR	MANAGEMENT	84.7
31	MR. RANJIT PANDIT ASSOCIATE PROFESSOR	MANAGEMENT	83.8
32	MR. ANJAN KR. BORDOLOI, ASST. PROFESSOR	MANAGEMENT	79.2
33	DR. SEEMA ROY KURMI, ASSOCIATE PROF.	POLITICAL SCIENCE	87.4
34	DR. KHEMA SONOWAL, ASSOCIATE. PROF.	POLITICAL SCIENCE	*
35	MS RINKUMONI GOGOI ASST. PROFESSOR	POLITICAL SCIENCE	*
36	MS. LAKHI DEBNATH ASST. PROFESSOR	POLITICAL SCIENCE	87.5
37	MR. BIJOY GOGOI ASST. PROFESSOR	POLITICAL SCIENCE	86.3
38	MR. CHURA GIRI ASSOCIATE PROF.	SOCIOLOGY	81.6
39	DR.AMORJIT SAIKIA, ASSOCIATE PROF.	SOCIOLOGY	80.3
40	MR. DEBOJIT MOHANTA,ASST. PROF.	SOCIOLOGY	79.1
41	MRS. TILUMONI BORUAH ASST. PROF.	SOCIOLOGY	74.2
42	MRS. ARPITA DOWARAH ASST. PROF.	SOCIOLOGY	*
43	MR. BODHPRAKASH UPADHAYA ASST. PROF.	ANTHROPOLOGY	79.0

44	DR. BOBY DUTTA ASST. PROF.	ANTHROPOLOGY	77.5
45	DR. RAKHI RANI DAS ASST. PROF.	ANTHROPOLOGY	76.7
46	DR.DIPALI BORPUJARI, ASST. PROF.	BOTANY	79.7
47	MS. HIMADREE PHUKAN,ASST. PROF.	BOTANY	76.2
48	DR. PLABITA BORUAH ASST. PROF.	BOTANY	75.5
49	MR. PROBAN GOGOI, ASST. PROF.	CHEMISTRY	70.5
50	MR. JITUPON GOGOI ASST. PROF.	CHEMISTRY	70.5
51	DR. BORNALI SARMAH ASST. PROF.	CHEMISTRY	73.0
52	MRS. BONOSHRI GOGOI ASST. PROF.	COMPUTER SCIENCE & APPLICATION	75.0
53	MR. ASHIM SEN GUPTA. ASST. PROF.	COMPUTER SCIENCE & APPLICATION	74.0
54	MR.NABAJYOTI BARUAH, ASST.PROF.	MATHEMATICS	69.4
55	MR. BULENDRA LIMBOO ASST. PROF.	MATHEMATICS	70.1
56	MR. JOYANTA RAJKONWAR ASST. PROF.	PHYSICS	72.3
57	MR. MADHUGUNJAN KALITA ASST. PROF.	PHYSICS	68.1
58	MS. MINAKSHI SINGH ASST. PROF.	PHYSICS	67.1
59	MR. RUBUL GOGOI ASST. PROF.	STATISTICS	70.8
60	MRS. JURI CHETIA ASST. PROF.	ZOOLOGY	74.7
61	MRS. MOUSUMI KANWAR, ASST. PROF.	ZOOLOGY	70.0
62	DR. RUNA BHAGABATI, ASST. PROF.	ZOOLOGY	73.0

Annexure III
BEST PRACTICES

I. Title: “What after School!”

Off-campus Academic Coordination Programme of Margherita College

Goal	An initiative has been taken to conduct off-Campus academic coordination programme with the motto of generating awareness among the high school students of the locality. The basic goal of this venture is to inform, motivate and counsel students so that they can choose appropriate courses and career. It is often seen that due to lack of information and proper guidance students of class- IX & X face problems in selecting right combination of subjects. The programme aims at providing information regarding choosing a stream; choosing the right combination of subjects to pursue a career in accordance to their choice, aptitude and skill.
The Context	This programme is an extension programme initiated by the Institution with the aim of building social capital at schools. The target group selected was High School Students (Classes IX and X) of nearby govt. schools of State Board with vernacular mediums. Generally the Govt. Schools of State Board do not provide career related information. And it is not possible for the students from remote rural areas to attend occasionally held knowledge fairs or update them through internet. To bridge the gap, the programme was designed to cover career prospects in Arts, Commerce and Science. Initiative was also taken to provide basic knowledge of ICT, use of internet, etc. With an intention to instil values & knowledge, talks are arranged under the programme. It includes the responsibilities and duties of students, the need of dedication and hard work to achieve their goals. The whole programme was designed in slides, audio-visual and lecture followed by interaction with students. Solving problems at individual level was another agenda of the programme.
The Practice	<p>The Principal of the college, Dr. Budhhein Gogoi was the Coordinator of the programme. Faculties from all the three streams viz. Arts, Science and Commerce delivered lectures and presentations in the sessions. Faculties from different streams, on the basis of their credentials were entrusted the responsibilities of preparing Power Point presentations.</p> <p>The programme was designed to cover all the vernacular medium schools of Margherita Sub-Division, especially situated in rural as well as remote areas where the students need such counselling most. A team from college consisting of coordinator, faculties and technicians with equipments visit the schools with prior permission. One session comprised of two hours, one and a</p>

half hour for lecture and presentation and half an hour interaction with students. The presentation part includes motivational counselling followed by career information. The main emphasis is on motivational part so as to make the students confident and goal-oriented.

In this academic Session emphasis was given on confidence Building, to face examination stress, value education, setting goal in life etc.

Venue & Date	Coordinator	Speaker	Nos. of students attended
Town High School, Margherita 06/01/2018	Dr. Budhchin Gogoi, Principal	Dr. Bobby Dutta Saikia Ashim Sengupta Bulendra Limboo	58
A.R.& T. Co's High School, Margherita 08/05/2018	Dr. Budhchin Gogoi, Principal	Dr. G. Purkayastha Dr. Janaki Prasad Debnath Ashim Sengupta	87
Balya Bhawan 29/05/2018	Dr. Budhchin Gogoi, Principal	Jyoti Gogoi Dr. Bobby Dutta Saikia	38
Hindi High School, Margherita 31.05.2018	Dr. Budhchin Gogoi, Principal	Dr. Puspa Singh Jyoti Gogoi	33

The area covered in these sessions include, subject combinations available in different colleges and senior secondary schools so that it directly help them in choosing different careers. Requirements for competitive examinations, technical education etc. are also touched upon. In the interaction session, students mostly asked about subject combination suitable for them, availability of coaching centres, job opportunities and also self employment opportunities on completion of education.

Evidence of Success	Students were very enthusiastic during the interaction session and put lot of queries to clear their doubts. The programme is successful in the sense that it could provide relevant information to the students about higher studies, how to select different subject combinations, vocational courses, etc. Even the authority of the above Institutions where the programmes were conducted, praised the team for their initiative. They are requesting us for more sessions incorporating more topics and areas.
Problems encountered and resources required	During the sessions it was noticed that infrastructure problem was one of the major hurdles. Besides, power-cut, poor knowledge of students regarding ICT supportive created problems. It was not possible to impart classes more than one (Saturday) due to regular classes and duties in the College. It is felt that one session is not enough to discuss all the issues related to selection of subject combinations, career opportunities, institutions, setting goals, stress management, value education etc.

II: Teachers' Feedback on Examination Process

Goal	Another best practice initiated by IQAC, Margherita College in 2017-18 is collecting teachers' feedback and observations on present examination process followed in the college. It was initiated to make the evaluation process more effective.
The Context	For continuous and comprehensive evaluation, proper examination process is an important practice to be followed. With the objective to have a proper evaluation of learning outcome of the students, feedback of faculty members were collected and analyzed. It is important to understand and monitor the effectiveness of examination process as written examinations are integral part of the curriculum.
The Practice	A structured questionnaire was designed to collect teachers' observations on examination process. In the questionnaire, both in-semester and end-semester examinations were included. The area that were covered were, rating the overall examination system, utility services, assessing the mode of operation of examination conduction board of the college, invigilator-examinee ratio, seat arrangement etc. valued suggestions from the teachers were asked to improve the present examination process.
Evidence of Success:	Feedback were collected from fifty nine faculty members of the college. Regarding the in-semester examinations, twenty five ranked it as excellent , sixteen as very good, fourteen faculties have given rating as Good and four faculties have given rating as average. Regarding rating of end-semester examination, twenty faculties rated it as excellent , nineteen as very good, twelve opined it as good, and eight rated it as average. Faculty members have provided suggestions to improve the drawbacks that are present in the examination process e.g. to maintain healthy atmosphere in the examination hall, participatory management, to maintain proper mechanism etc.
Problems encountered and Resource required	Important observations were noted down to make the examination process to the best possible. The authority will make the necessary arrangement as a follow up of the feedback taken from the teachers to minimize any kind of error or loopholes present in the examination process.

Annexure IV

Details of the On-going Major/ Minor Research Projects in Margherita College

Faculty	Title of the Project	Major/ Minor	Sponsor	Duration
Dr. Bobby Dutta Saikia (As co-investigator)	Impact of Government Health Schemes on Tribal women's & Health Seeking Behaviour in Assam: A Study with special reference to Tribal women of Margherita Sub-Division, Tinsukia District, Assam	Major	ICSSR	2 years
Dr. Nitish Das	Portrayal of Life of Downtrodden People in the Writings of Adwaita Mallabarman	Minor	UGC	2 Years

Annexure V **PEER REVIEWED PUBLICATIONS**

Sl no.	Faculty	Title of the paper	Journal (Period : June-2016-May 2017)
1.	Mr. Bijoy Gogoi	Organized Labour Movement in Assam: A study of the period between the Two World Wars	International Journal of Humanities & Social Science Studies, 2017
2.	Ms. Rinkumoni Gogoi	Development Induced Development: Locating Gender	A Peer-Reviewed Multi-Disciplinary Research Journal June 2017
3.	Ms. Giteemoni Saikia	Critiquing Characters Dysfunctional Attitude & Activity: Freudian Id, Ego & Superego in Coetzee's Disgrace	International Journal of Humanities & Social Sciences Studies
4.	Dr. Gautom Purkayastha	Developing Counselling Skill of College Teachers- Design of Training	ACTA Journal

NON-PEER REVIEWED AND POPULAR PUBLICATIONS

1.	Dr. Sanjoy Sen	The Satras of Assam: prospects of cultural Tourism	Random Harvest
2.	Ms. Rinkumoni Gogoi	South China Sea Dispute: Establishing India's Interest	A Premier Indo-Centric Foreign Affairs Journal Since 1980 (International)
3.	Mrs. Chitra Borgohain	<i>Akow Ufandi nahibi Oi Ranga Nadi:</i> an Assamese poem	Barnamalansa
4.	-do-	New Generation & Present Assamese Language	Udayendu
5.	-do-	Sanghat	Kamalini
6.	-do-	First novel of Assamese Literature, <i>Bhanumati:</i> An analytical study	Prasun
7.	-do-	A study of Yoga Therapy: To cure all diseases	Random Harvest
8.	Mrs. Deepashree Das Sarkar	Crisis of Identity in Kamala	Manthan
9.	-do-	Chulbedhona jegosini	jugosankho
10.	Ms. Giteemoni Saikia	Axomiya Bhraman Sahitya aru Hem Baruah: Ek Parjyalosona	Khamyang
11.	-do-	Prakitik Patabhumit Sutralpuk	Khamyang
12.	-do-	Margherita Mahavidyaloyar Ek Samitkhatmok Adhayan	Udayendu

13.	-do-	Third: A striking note in Homi K. Bhabha	Random Harvest
14.	Dr. Gautom Purkayastha	Dawn of a Civilized Society	Nirmal (Special Issue Office, Principal Commissioner of IT, Dibrugarh)
15.	-do-	Shun Economics Buy Ignorance	Random Harvest
16.	Mr. A.K. Bordoloi	Margherita College: A Centre of Excellence	Souvenir
17.	-do-	Entrepreneurship Eco-System & India: A Review	Souvenir
18.	-do-	Cultural Tourism in Assam: Problems and Endowed Potentialities	Souvenir

PUBLICATIONS IN CONFERENCE PROCEEDINGS

1.	Mrs. Chitra Borgohain	In quest of Identity, The Tai Khamyang of Assam: An ethnic description	Analysing Social change & Development in India
2.	-do-	Women and the Indian Entertainment	Book Edited by Dr. Abdul Foyes
3.	Dr. Dipali Borpujari	A preliminary Qualitative Photochemical Screening of Kalkhar (Banana Peel Ash): An Ingredient of Assamese Indigenous Food	Indigenous Food of Different Communities of North-East India
4.	Ms. Himadree Phukon	A preliminary Qualitative Photochemical Screening of Kalkhar (Banana Peel Ash): An Ingredient of Assamese Indigenous Food	Indigenous Food of Different Communities of North-East India