

# The Annual Quality Assurance Report (AQAR) of the IQAC

The following is the Annual Quality Assurance Report (AQAR) for the session 2014-2015 (1st July, 2014 to 30th June, 2015) of IQAC, Pandu College, Guwahati.

## Part – A

**AQAR for the year**

July 1,2014 - June 30,2015

### I. Details of the Institution

1.1 Name of the Institution

Pandu College

1.2 Address Line 1

P.O. : Pandu

Address Line 2

Pandu

City/Town

Guwahati

State

Assam

Pin Code

781 012

Institution e-mail address

principal@panducollege.org  
info@panducollege.org

Contact Nos.

0361-2570450/2673698

Name of the Head of the Institution:

Mrs. Jayasree Baruah  
Principal (i/c)

Tel. No. with STD Code:

0361-2570450 (Principal Office)  
0361-2673698 (Office)

Mobile:

+9198548 07526

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

**OR**

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

1.5 Website address:

Web-link of the AQAR:

**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>+</sup>	-	2004	Up to Jan08,2009
2	2 <sup>nd</sup> Cycle	B	2.60	2010	Up to March 27,2015
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

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

- i. AQAR \_\_\_\_\_ 2010-11 \_\_\_\_\_ (30/03/2011)
- ii. AQAR \_\_\_\_\_ 2011-12 \_\_\_\_\_ ( 31/03/2012)
- iii. AQAR \_\_\_\_\_ 2012-13 \_\_\_\_\_ (30/12/2013)
- iv. AQAR \_\_\_\_\_ 2013-14 \_\_\_\_\_ (30/06/2015)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

BCA, B.Sc. Biotechnology, PG in Education, Assamese and Zoology.

1.12 Name of the Affiliating University (for the Colleges)

Gauhati University

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="√"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="DBT, Govt. of India ."/>
UGC-COP Programmes	<input type="text" value="6"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="6"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>		
2.3 No. of students	<input type="text" value="2"/>		
2.4 No. of Management representatives	<input type="text" value="1"/>		
2.5 No. of Alumni	<input type="text" value="1"/>		
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>		
2.8 No. of other External Experts	<input type="text" value="1"/>		
2.9 Total No. of members	<input type="text" value="15"/>		
2.10 No. of IQAC meetings held	<input type="text" value="11"/>		
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="-"/>	Faculty	<input type="text" value="2"/>
	Non-Teaching Staff <input type="text" value="-"/>	Students <input type="text" value="-"/>	Alumni <input type="text" value="-"/>
		Others	<input type="text" value="-"/>

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

If yes, mention the amount

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2.13 Seminars and Conferences (only quality related)

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

Total No.  International  National  State  Institution Level

(ii) Themes

-

2.14 Significant Activities and contributions made by IQAC

- Students' Feed Back
- Best Department Award
- IQAC made efforts through the ICGC for placements of students
- IQAC made efforts to initiate an environment friendly campus.

2.15 Plan of Action by IQAC/Outcome

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

Plan of action

- Students' Feed Back on Teachers
- Monitors' Meeting of academic departments
- Best Department Award
- Self-Appraisal Reports from each Department
- IQAC Seminar/Workshop on Value Education
- To form a Yoga and Meditation Cell for Teachers and Students
- To introduce a modified format of Best Department Award
- AQAR
- IQAC Workshop, Lectures, Seminars
- Workshop for Non-teaching staff
- Remedial classes of academically weak students
- Feedback from stake holders
- Feedback from local people
- To organize health camps with the support of the college
- To organize one Cultural Exchange program with a neighbouring college

Achievements

- Best Department Award
- AQAR submitted
- Students' Feedback on Teachers
- Modified Format for Best Department Award introduced
- One Cultural Exchange programme was successfully held in collaboration with Dudhnoi College as proposed by IQAC

- As suggested by IQAC, a workshop on Meditation was held on October 7, 2014 organized by Pandu College Teachers' Unit
- IQAC recommended to hold Health Camps on the College Campus. This resulted in a successful health camp on the premises of the college for the local people with the strong support of the IQAC and organized by Women's Study Centre.

\* Attached the Academic Calendar of the year as Annexure I.

2.16 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

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## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	—	—	—
PG	3	—	—	—
UG	20	—	3	—
PG Diploma	—	—	—	—
Advanced Diploma	—	—	—	—
Diploma		—	—	02
Certificate	3	—	3	—
Others	—	—	—	—
<b>Total</b>	26	00	06	02
Interdisciplinary	2	—	—	—
Innovative	—	—	—	—

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	26
Trimester	—
Annual	—

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

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

\*Please provide an analysis of the feedback in the Annexure

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

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	81	37	29	—	15

2.2 No. of permanent faculty with Ph.D.

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
	11	8	—	—	—	—	3	—	11	8

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	7	6
Presented papers	11	29	4
Resource Persons	--	4	1

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

- Team teaching , ICT and Micro Teaching.
- Audio visual aid.
- Performing art including song, use of instruments and acting.
- Use of projector and electronic devices.
- Use of smart board.
- Seminar presentation by students using power point.
- Extempore speech and Quiz based on course content

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

185

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

—

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

11	—	
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2.10 Average percentage of attendance of students

87%



2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
TDC VI Sem (Sc) Major	78	—	51.3	37.2	—	88.5
TDC VI Sem (Sc) General	22	—	—	—	—	95.5
TDC VI Sem (Arts) Major	142	—	26.1	73.9	—	100
TDC VI Sem (Arts) General	82	—	—	—	—	79.3
TDC VI Sem (Commerce) Major	24	—	4.2	95.8	—	100
TDC VI Sem (Commerce) General	13	—	—	—	—	84.6
H.R.E.	39	—	—	—	—	100
B.Sc. Biotechnology	12	—	75	16.7	—	91.7
PG Education	21	—	90.5	4.8	—	95.2
PG Assamese	26	—	92.3	7.7	—	100
PG Zoology	12		91.7			91.7

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

- Students are assessed regularly through unit tests, class tests and surprise tests.
- Students' feedback on teachers is held annually to assess the performance of the teachers.
- Departmental Appraisal Reports are received annually from all the departments which help evaluate the teaching learning process.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	8
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	1
Faculty exchange programme	3
Staff training conducted by the university	1
Staff training conducted by other institutions	—
Summer / Winter schools, Workshops, etc.	3
Others	--

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	02	03	—
Technical Staff	11	02	03	—

## Criterion – III

### 3. Research, Consultancy and Extension

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

The IQAC is continuing to work with the Pandu College Research Council (PCRC) and initiated the following initiatives:

- Insisting and encouraging faculties to submit research proposals to UGC, DST, DBT, CSIR, and other funding agencies.
- Introducing a “Research and Report” section in the central library of the college through submission of copies of theses of faculties and purchasing government reports such as Census of Indian Reports, Assam Gazette, rare books etc.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	4	—	—
Outlay in Rs. Lakhs	11.25	76.23	—	—

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	2	Nil	Nil
Outlay in Rs. Lakhs	3.50	2.60	6.10	—

#### 3.4 Details of research publications

	International	National	Others
Peer Review Journals	14	4	—
Non-Peer Review Journals	—	—	—
e-Journals	—	—	—
Conference proceedings	—	1	—

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned In Lakhs	Received In Lakhs
Major projects	01-07-2014 to 30-06-2015	UGC,DST,DBT	36.25	25.00
Minor Projects	-do-	UGC	6.10	4.90
Interdisciplinary Projects	—	—	—	—
Industry sponsored	—	—	—	—
Projects sponsored by the University/ College	—	—	—	—
Students research projects <i>(other than compulsory by the University)</i>	—	—	—	—
Any other(Specify)	—	—	—	—
Total	—	—	42.35	29.90

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)   
UGC(COP)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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
1	—	1	—	—	—	—

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. Of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="1"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>
NCC	<input type="text" value="13"/>	NSS	<input type="text" value="05"/>
		Any other	<input type="text" value="-"/>

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

- Three NSS Volunteers participated in Youth Festival on 12-01-15.
- 25 NSS Volunteers participated in Social Entrepreneurship Camp on 28/10/14 to 03/11/14.
- Special Camp on the premises of Pandu College from 11/2/15 to 19/2/15 where 78 NSS Volunteers took active participation.
- Civil Defence Camp was held at Pandu College from 16/6/15 to 19/6/15.

## 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	3.95acres	—	—	—
Class rooms	70	—	—	70
Laboratories	30	—	—	30
Seminar Halls	2	—	—	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	—	05	College fund	05
Value of the equipment purchased during the year (Rs. in Lakhs)	—	254304.00	—	254304.00
Others	—	—	—	—

#### 4.2 Computerization of administration and library

- Student's admission, form fill up, results, salary and all accounts related work are computerised.
- In the library following are computerised:
  - (i) Bibliographic database of library documents.
  - (ii) Database of teachers and non-teaching members of Pandu College.
- Upgradation of library automation software soul 1.0 to soul 2.0.
- Initiation of digital library.

#### 4.3 Library services: **2014-2015**

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	40771		491		41021	57800.00
Reference Books	250					
e-Books	97000				97000 (Under NLIST program)	
Journals	45				45	
e-Journals	6000				6000 (Under NLIST program)	
Digital Database	Nil					
CD & Video	300				300	
Others (specify) News Paper	15				15	

#### 4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	55	03	Available	02	01 (DST sponsored)	08	47	Wi fi service
Added	02					02		
Total	57	03		02	01	10	47	

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

Workshop on Applications of Computer and Bioinformatics in Biological Science held on March 26, 27 and 28, 2015 organized by Dept. of Biotechnology on the College premises.

4.6 Amount spent on maintenance in lakhs :

i) ICT	189000.00
ii) Campus Infrastructure and facilities	1752472.00
iii) Equipments	148674.00
iv) Others	9490343.00
<b>Total :</b>	<b>11580489.00</b>

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC provides necessary assistance to students to facilitate their holistic development and progression. It calls for continuous internal evaluation through departmental and individual submission of reports by the faculty members regarding their efforts on student support and progression. It maintains a strong feedback and record system.



## 5.2 Efforts made by the institution for tracking the progression

The Institution has implemented schemes for the students' financial assistance which is purely based on the merit of the students as well as their economic background. Efforts are made to provide good infrastructure to motivate and support the students by developing student support system such as NSS, NCC, Sports, Cultural Exchange programmes, Cultural Activities and Career Counselling programmes.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2124	159	00	00

### (b) No. of students outside the state

60

### (c) No. of international students

Nil

Men	No	%
	1045	45

Women	No	%
	1255	55

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1045	196	235	396	Nil	1872	1249	275	226	550	02	2302

Demand ratio: 1: 1.2

Dropout %: TDC 8.57% PG - Nil

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

Nil

No. of students beneficiaries

Does not arise

5.5 No. of students qualified in these examinations

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

Information not available

5.6 Details of student counselling and career guidance

22-3-2015 :Deuboria Adda , a live T.V. Programme to showcase students' talents.  
02-04-2015:Career counselling cum placement interview.

No. of students benefitted

207

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
3	132	NIL	No record

5.8 Details of gender sensitization programmes

NIL

5.9 Students Activities

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

State/ University level

49

National level

11

International level

-

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	25	40,000
Financial support from government	65	2,70,000
Financial support from other sources	—	—
Number of students who received International/ National recognitions	—	—

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students  
(Swachh Bharat Mission Campus Cleaning)

5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

The vision of the College is to transform the college from an institution of higher education to a centre for all-round development of human resources where our pupils learn to become worthy citizens of our country.  
The mission of the College is to impart value-based and life-oriented education.

#### 6.2 Does the Institution has a management Information System

Yes

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

##### 6.3.1 Curriculum Development

The College is affiliated to Gauhati University and follows the curriculum prescribed by it.

##### 6.3.2 Teaching and Learning

- Student exchange programs held regularly
- Use of ICT in teaching and learning process
- Seminar presentation by students using power point
- Educational tour
- Use of projector and electronic devices

##### 6.3.3 Examination and Evaluation

One sessional examination held in each semester, class tests also held, evaluation of all University answer scripts from UG to PG

##### 6.3.4 Research and Development

The College is running three major research projects each sponsored by DST, DBT,UGC and three minor research projects of UGC funding . The institution has completed one major and one minor research project sponsored by UGC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library management Software has been upgraded to Soul 2.0 from existing Soul 1.0 version. Digital Library section cum E-Resource centre has been started.

6.3.6 Human Resource Management

State Government guideline followed

6.3.7 Faculty and Staff recruitment

UGC norms followed, approval made by the Governing Body and appointment made by the State Government .

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

- 100 point Roster system followed
- Limited seats in all streams
- Cut off marks in all the streams based on merit .

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Economically backward

6.5 Total corpus fund generated

1,27,68,404/-

6.6 Whether annual financial audit has been done

Yes

No

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

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

6.8 Does the University/ Autonomous College declares 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?

N/A

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

N/A

6.11 Activities and support from the Alumni Association

Blood donation Camp on the College premises on 10.03.15  
Golden Jubilee Celebration of Pandu College Students' Union on 31.01.15

6.12 Activities and support from the Parent – Teacher Association

—

6.13 Development programmes for support staff

4 members from non-teaching staff were given the opportunity to attend Professional Development Training Programme held at B. Borooh College, Guwahati.

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

- Plantation of a rare Gymnosperm plant named Agates species by the Dept. of Botany.
- Planted flower plants in the department space using tubs/earthen pots for eco-friendly natural environment and also for beautification by the Dept. of Zoology.
- Scientific and organized management of solid, chemical and other wastes in Zoology Department.

### 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 detail

- Dept. of Botany trained their students to search and retrieve botanical information on internet by using Bioinformatics Computer laboratory.
- Dept. of Economics organizes some classes where brilliant students help academically weak students.
- Dept. of Philosophy organized a day long programme on 'Value Education'- which helped create awareness for a holistic approach to life.
- Team teaching is done by different departments (Dept. of Education and also the Dept. of Philosophy) which is an effective method to clarify doubts and create deep rooted interest in the subject.

- Pandu College Women's Study Centre organized a free health check up camp on 9.3.15 where different tests were conducted free of cost. Special arrangements were made to provide free medicines for the patients. Medical team attended to all the medical needs of people living in Pandu area . It is noteworthy that some of the doctors who participated in the programme are the alumni of Pandu College.
- NCC wing of Pandu College organized a free health check up camp on 8.6.15.
- Pandu College Teachers' Unit organized a one day workshop on 'Meditation' conducted by 'Celebrating Life Foundation'.
- NSS and NCC cadets participated in 'International Yoga Day' on 21.6.15.
- NSS wing organized a camp on 'Civil Defence' at Pandu College from 16.6.15 to 19/6/15.
- "Golden Jubilee Celebration of Pandu College Students Union", which was organized by Pandu College Alumni Association and Pandu College Students Union on 31.01.15.  
This programme provides an opportunity to students to share and interact with their alumni coming from different parts of the country.  
Retired Teachers and Non Teaching Staffs and students were felicitated.

- NSS organized Yoga and meditation class from 12.2.15 to 19.2.15 by Barnali Devi(Yoga teacher of Kendriya Vidyalaya,Tezpur). Personality Development Programme (11.2.15) by Sunil Kr. Basumotary (Youth Officer NSS).
- A cultural exchange programme was organised by Pandu College Students Union with Dudhnoi College where a large number of students participated accompanied by faculties as well as alumni who participated in the cultural programmes. The event was very fruitful and fostered cordial relation between the students of both the colleges.

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

- Well equipped Conference Room
- Separate IQAC Chamber.
- Additional new classrooms.
- Completion of Meditation Room with necessary infrastructure
- Digital classroom
- An archive has been set up for preservation of important documents and traditional songs in digital form.

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

- Pandu College Teachers' Unit have joined hands to help the flood affected people in Boko area (Lower Assam) with a population of about 500 by distributing relief materials of food and essential items to the villagers . Members had made it a remarkably successful mission(11.10.14).
- Voluntary Blood Donation Camp organized by Pandu College Students' Union on 10/3/15. Both teachers and students as well as College alumni, employee voluntarily participated in the programme which created a positive impact in the society.

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



#### 7.4 Contribution to environmental awareness / protection

- NCC cadets of Pandu College participated in tree plantation programme and 'Clean College Movement' on 12/9/14.
- Planting of saplings in College campus on 'World Environment Day'(5.6.14).
- A cultural procession was organized during College Week by Pandu College Students' Union with the theme on "Environment and Bio-diversity". This programme helped to capture interest not only among the students but also among the people in the locality.

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:** (From SWOT Analysis)

- Major and minor research projects
- Active organizations such as NSS, NCC, Women's Study Centre, Cultural Development Committee, ICGC and Alumni.

**Weakness:** (From SWOT Analysis)

- Lack of a play ground and indoor stadium
- Lack of well furnished Boys' Common Room
- Lack of Publication Unit
- Lack of person with technical knowhow for the optimum use of digital class-room

**Opportunities:** (From SWOT Analysis)

- Campus interview and recruitment by Information and Career Guidance Cell and NCC Wing of Pandu College.
- Wall Magazine of each department helps the students to expose their hidden talents and creativity.
- NSS and NCC wings provide platform to students to participate in various state and national level camps and activities in various capacities.
- Cultural Development Committee of Pandu College organized workshops on various cultural topics which provide opportunities to both teachers and students to exchange their views and interact with resource persons. This committee guides and encourages the students to actively participate and excel in co-curricular activities.

**Threats:** (From SWOT Analysis)

- **The institute had introduced many vocational courses like Travel and Tourism, Mass Communication, Child Care, Functional English, but the number of students who opted for these courses is almost negligible.**

## 8. Plans of institution for next year

- To set up an Instrumentation Centre
- To start construction of Indoor Stadium
- To set up a permanent Students' Union Room
- Publication of a journal with research articles of faculty members
- To upgrade the existing laboratories



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*Signature of the Chairperson, IQAC*

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