

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2013-14)

2015 - 16

I. Details of the Institution

1.1 Name of the Institution

GOVT J.BUANA COLLEGE

1.2 Address Line 1

BAZAR VENG

Address Line 2

City/Town

LUNGLEI

State

MIZORAM

Pin Code

796701

Institution e-mail address

govtjbc@gmail.com

Contact Nos.

0372-2324634

Name of the Head of the Institution:

Dr. J.ZOREMA

Tel. No. with STD Code:

Mobile:

9436147170

Name of the IQAC Co-ordinator:

Dr.B.LALRINCHHANI

Mobile:

9436157118

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MZCOGN13477

OR

1.4 NAAC Executive Committee No. & Date:

EC/(SC)/10/A&A/88.2 dated 15-11-2015

(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:

www.jbc.ac.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C		2007	
2	2 nd Cycle	C		2015	
3	3 rd Cycle				
4	4 th Cycle				

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

01/04/2008

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)

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*)

MIZORAM UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="0"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="0"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	<input type="text" value="6"/>
2.11 No. of meetings with various stakeholders:	students <input type="text" value="2"/> Faculty <input type="text" value="2"/>
Non-Teaching Staff	<input type="text" value="0"/> Alumni <input type="text" value="1"/> Others <input type="text" value="1"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

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. International National State Institution Level

(ii) Themes

1. "Bureaucracy and Rural Development in NE India"
2. "Life and Contributions of J. Buana (Padma Shree) in Mizo Society"
3. A study of Choice Based Credit System

2.14 Significant Activities and contributions made by IQAC

1. It supervise and check the workings of the various internal committees & cells.
2. It organised seminars collaborating with other departments of the college.
3. It organised Orientation Programme for fresh students.
4. It organize workshop for the teachers.
4. It checks and assess the attendance and performance of the students.

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	Achievements
1. To conduct a seminar. 2. To organize educational tours. 3. To have better infrastructural facilities.	1. Seminars were conducted. 2. Educational tours have been organized inside Mizoram. 3. Projects and estimates have been submitted to UGC and other bodies. Projectors and more computers have been bought to be utilised.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

Provide the details of the action taken

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				
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				1
Total	1			1
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
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.

The University has revised and updated the syllabus of some departments. This is done so as to include some relevant and important topics which was not earlier covered.

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
	25	5	20	0	

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
	0	0	0	0	0	0	0	0	0	0

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	0	11	13
Presented papers	1	3	5
Resource Persons	0	0	1

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

Projectors are used as an aid in classroom teaching. Classroom discussions and debates are done to enhance their thinking capabilities. Quizzes are also used as a diagnostic test. To widen their knowledge students are also taken out for educational tours.

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

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

2 - BOS		
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2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
I Semester	205	0	4.39	34	17.07	55.6
III Semester	191	0	13.08	46.59	7.32	67.01
V Semester	115	0	20	46.9	7.82	74.78

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

IQAC assess the continual assessment and end semester examinations. Attendance is given importance and registers are checked.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	1
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	18 (workshops)
Others	0

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	10	0	0	0
Technical Staff	1	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

IAQC encourage teaching staff to undergo research programmes or undertake projects. IQAC in collaboration with Political Science Department organize seminars in the college. Students attend these seminars and they are encouraged to interact with the paper presenters. They are also taken for educational tours.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	0	500000	Yes
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

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

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	Received
Major projects	2014-16	UGC	500000	500000
Minor Projects				
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				

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	0	1	1	0	0
Sponsoring agencies	-	UGC	UGC	-	-

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	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

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="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="5"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="10"/>	Any other	<input type="text" value="0"/>

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

- Blood donation camps was organised twice during the reporting period.
- Cleanliness drive was organized whereby college campus, market and roadside were cleaned.
- Trees were planted at different places and cleaning of plantation site was done.
- Adventure Club undertook a “Expedition for Sustainability of Phawngpui Tlang”. They climbed the highest peak in Mizoram – Phawngpui Tlang and cleaned the mountain of garbage.

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	1976.9sq/mts	0		1976.9sqmts
Class rooms	11	0		11
Laboratories	1	0		1
Seminar Halls	0	0		0
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	14		RUSA	14
Value of the equipment purchased during the year (Rs. in Lakhs)	11.6	0.3	RUSA	11.9
Others				

4.2 Computerization of administration and library

Data of the present students are maintained in the office computer. Almost all the works in the office are computerised. Library is also being computerised and soon all the library works would be computerised. Books are currently labelled so as to enable them for bar coding.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5081	335,025	300	27,000	5381	362,025
Reference Books	66	13,000	0	0	66	13,000
e-Books	0	0	0	0	0	0
Journals	5	8000	0	0	5	8000
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	13	1	0	0	7	8	1
Added			2	0	5	0	0	0
Total	30	13	3	0	5	7	8	1

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

BSNL Broadband with wifi connection has been installed for the teachers, students and administrative staff. Students can now access the internet through the free wifi.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments / library books

2.5

iv) Others

0

Total :

2.5 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are made aware of the student support services by IQAC in various meetings and in the orientation classes.

5.2 Efforts made by the institution for tracking the progression

The college maintains a record of all those who avail student support services. Attendance are maintained for students who attend remedial coaching classes.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
570	0	0	0

(b) No. of students outside the state

(c) No. of international students

Men	No	%
	297	52.10

Women

No	%
273	47.90

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
0	0	452	0	0	452	1	3	566	0	0	570

Demand ratio 2:1

Dropout % : 8

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

Coaching for competitive examinations could not be carried out in the college due to lack of funds.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="0"/>	SET/SLET	<input type="text" value="0"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="0"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="0"/>

5.6 Details of student counselling and career guidance

Student counselling is actively carried out in the college. A separate committee is formed and they are in-charge of counselling the students. Any student who wants counselling either personal or career could approach any of the teachers. A booklet on career guidance is published by the concern committee.

No. of students benefitted

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
0	0	0	0

5.8 Details of gender sensitization programmes

An Equal Opportunity Cell is formed in the college and is responsible for organizing gender sensitization among the students. Awareness has been done in the orientation classes and in various meetings with the students.

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

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	N.A	N.A
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the college is to impart quality education to people from all walks of life. The mission of the institution is therefore to provide education and thereby inculcate values such as integrity, honesty and diligence which would enable them to be better citizens and serve the state and the country.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

Curriculum is designed and revised by MZU. However, teachers often give suggestions to the Board members regarding the syllabus. At present, 2 teaching faculty from the institution are Board members in their respective departments and are involved in revising the courses.

6.3.2 Teaching and Learning

Lecture method is mainly used in classroom teaching. Visual and audio aids are also used. Internet sources are used to update the materials. Discussions and interactive sessions are organized in the classroom so that more students would be involved in the teaching learning process.

6.3.3 Examination and Evaluation

Continual assessment in each semester is conducted by the college and the papers are evaluated internally. The end semester examinations are conducted by the university and hence the questions papers and evaluation are all conducted by them.

6.3.4 Research and Development

Teaching staff are encouraged to pursue further studies and take up research projects. Some members are involved in project works. Students are encouraged and made to interact with research scholars and other resource persons who are present in the seminars organized by college.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Language Lab has been installed which can be used by different departments. The library is computerised. Computers with internet access has been installed in the Resource Centre and a free wifi is made accessible in the campus.

6.3.6 Human Resource Management

There is no separate department of Human Resource Management. All the staff of the college are under the supervision and guidance of the Principal.

6.3.7 Faculty and Staff recruitment

Requirements if any are made by the Principal to the Higher & Technical Education, Govt of Mizoram. The college has no authority to recruit any workers and hence need the approval of the government.

6.3.8 Industry Interaction / Collaboration

The college has no collaboration with any industries. However, the Industry Department of the government often invited the Economics Faculties as Resource Persons in their various training programmes.

6.3.9 Admission of Students

Anyone who is eligible for undergoing UG programme could seek admission in the college. Admission is done transparently. All the applicants are interviewed and they are given admission as selected by the departments. There is no discrimination on the basis of gender, religion, caste or race. Special considerations could be given for physically challenged persons.

6.4 Welfare schemes for

Teaching	Available
Non teaching	Available
Students	Available

6.5 Total corpus fund generated

Rs.10,40,000

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?

The university has tried to make the examination as fair as possible. Questions are set by the college teachers and moderated by the Moderation Board in each department. Answers are evaluated centrally and efforts are made to publish the results as soon as possible.

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

The university has been encouraging its affiliated colleges to be autonomous.

6.11 Activities and support from the Alumni Association

Alumni members are invited in the various functions organized by the college. There is a positive response from the members for the development of the college.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Association members show support in many of the college activities and developmental works.

6.13 Development programmes for support staff

The administrative staff and some of the teaching staff undergo trainings conducted by various departments such as Accounts, the Training Institute in Aizawl and the University.

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

Trees are preserved, shrubs and flower pots are planted and maintained in the college campus.

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.

More efforts are given to extension activities than in the earlier years. Model villages are taken up. Road cleaning, planting of trees, blood donations and various awareness campaigns are done by the students. They realise their responsibility towards their fellow citizens, society and environment as a whole. It is hoped that by realising their duties and responsibilities they would improve their character and would result in them being more responsible towards their studies .

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

1. The examination results have improved considerably.
2. ICT have developed and free wifi is made accessible for all in the campus.UGC Resource Centre is better equipped with internet access.
3. Books have been purchased for the library.
4. 2 seminars have been conducted.
5. 2-days Orientation classes for the new students have been organized.

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

1. **Title of the practice:** (1) Conduct of Orientation Programme / classes for 1st semester students. (2) Feedback from the students.
2. **Goal:** (1) To acquaint the new students with the rules and regulations of the college, semester systems and their roles in teaching learning process and also to motivate them to achieve success. (2) To assess the teachers so that they can improve themselves.
3. **The context:** (1) Orientation class was conducted as decided by the IQAC and Academic Cell of the College. (2) The feedback was done manually and was conducted by IQAC.
4. **The practice:** (1) The programme was conducted by IQAC. Teachers were assigned different topics which would be essential for the students. Topics varied from talking about the examination system to etiquettes and career. (2) The feedback form was distributed among the 6th semester students. The forms were then submitted to the Principal who studied in detail and called the teachers for some clarification and advice if he found it necessary to do so.
5. **Evidence of success:** (1) Students are aware of the semester systems and the various examinations which are involved in it. They are also aware of the disciplines and rules of the college. (2) Students were quite happy to play a role in assessing their teachers. The teachers also found various ways to improve themselves.

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

7.4 Contribution to environmental awareness / protection

Environmental awareness programmes are carried out in the college. Staff and students are involved in planting trees in and around Lunglei town. They not only plant the trees but cleaning of the plantation site are also done.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths: Staff are dedicated to their works. A good healthy environment exists in the college campus. Students seeking admissions have increased.
Weaknesses: Teaching staff are less than the prescribed UGC norms in all the departments. Paucity of funds leads to certain developmental works.
Opportunities: End semester examinations results have improved. Remedial coaching class have proved to be beneficial for the students. Spoken English class is useful for the students.
Threats: Limited infrastructure – absence of playground and halls .

8. Plans of institution for next year

1. To conduct seminars.
2. To organize educational tour for the students.
3. To have better results in the examinations.
4. To have better facilities for the students.

Name : Dr. B.LALRINCHHANI



Signature of the Coordinator, IQAC

Name: Dr. J.ZOREMA



Signature of the Chairperson, IQAC

ACADEMIC CALENDAR FOR 2015 -16 ACADEMIC SESSION

1.	Commencement of New Semester	1 st July 2015
2.	Orientation for 1 st , 3 rd & 5 th semesters	1-3 rd July 2015
3.	S.U. Election	24 th July 2015
4.	Freshers' Social	7 th August 2015
5.	1 st Continual Assessment Test	12-14 th August 2015
6.	2 nd Continual Assessment Test	9-11 th September 2015
7.	End Semester Examination	10 th Nov – 6 th Dec 2015
8.	Winter Vacation	7 th Dec 2015 – 15 th Jan 2016
9.	Commencement of Even Semester	16 th January 2016
10.	1 st Continual Assessment Test	17-19 th February, 2016
11.	2 nd Continual Assessment Test	16 th – 18 th March, 2016
12.	End Semester Examination	1 st – 21 st May, 2016
13.	College Activities	22 nd May – 7 th June 2016
14.	Semester Break	8 th – 30 th June, 2016

Note: ODD SEM: Assignment topics should be given in the month of July. All assignments should be submitted latest by 27th August, 2015.

EVEN SEM: Assignment topics should be given by the first week of February, 2016. Assignment should be submitted on or before 4th March, 2016.

FEEDBACK PROFORMA

NAME OF THE DEPARTMENT: _____

1. Please read the questions carefully and answer all of them if you can.
2. Treat this feedback form as confidential and answer them without consulting your friends.

FEEDBACK ON THE TEACHERS

Name of the teacher: _____

		Yes	Moderately	No
1.	Does the teacher take classes regularly?			
2.	Is the teacher punctual?			
3.	Is the teacher's lecture clear and easy to understand?			
4.	Do you find it worthwhile to attend his / her classes?			
5.	Does the teacher provide useful study materials?			
6.	Did the teacher finish the course / syllabus in the earlier semesters?			
7.	Is the teacher approachable / likeable to the students?			
8.	Are you satisfied with the teacher's teaching?			

Any other relevant information you would like to add:

FEEDBACK ON THE COURSES

		Yes	Moderately	No
1.	Are the courses too vast for one semester?			
2.	Are study materials difficult to acquire for the courses?			
3.	Are the courses relevant / practicable for your life?			
4.	Do you think the courses would be useful for competitive and other job examinations?			
5.	Do you take part in the extension services?			
6.	Do you think the various extension services are essential for your studies and further development?			
7.	Do you think seminars are to be included in classroom activities?			

Any other relevant information you would like to add:

FEEDBACK ON THE LIBRARY AND COLLEGE ADMINISTRATION

		Yes	Moderately	No
1.	Is the library user friendly?			
2.	Do you find that the books in the library are adequate for the courses?			
3.	Are the books in the library useful for your courses?			
4.	Are the office staffs helpful to the students?			
5.	Do you find that important information are quickly informed to the students?			

Any other relevant information you would like to add: