



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	CHANDRA KAMAL BEZBARUAH COMMERCE COLLEGE
Name of the head of the Institution	Dr. Ranjit Sarma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	919435092990
Mobile no.	9435051277
Registered Email	info@ckbcc.org
Alternate Email	neetataye@gmail.com
Address	Near Circuit House K.B. Road
City/Town	Jorhat
State/UT	Assam
Pincode	785001

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Neeta Lagachu Taye			
Phone no/Alternate Phone no.		917002503107			
Mobile no.		9435051277			
Registered Email		neetataye@gmail.com			
Alternate Email		info@ckbcc.org			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://www.ckbcc.org/images/igac/aqar/aqar_2017-2018.pdf">https://www.ckbcc.org/images/igac/aqar/aqar_2017-2018.pdf</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://www.ckbcc.org/images/Academic_Cal_2018-19.pdf">https://www.ckbcc.org/images/Academic_Cal_2018-19.pdf</a>			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B+	2.54	2016	16-Dec-2016	15-Dec-2021
6. Date of Establishment of IQAC			12-Dec-2005		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Workshop on Spoken	23-Mar-2019		50		

English	14	
Campus Drive Jio Reliance	06-Mar-2019 1	19
Workshop on Interview Skills	26-Feb-2019 1	80
Talk on Big River Dams	06-Feb-2019 1	300
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

? From July 01, 2018 to July 07, 2018, a weeklong Film Appreciation Course (Equivalent to Short Term Course) was held in Chandra Kamal Bezbaruah Commerce College. It was organised by Assam Film Society in association with Federation of Film Societies of India and Chandra Kamal Bezbaruah Commerce College Cine Club. About 30 Film enthusiasts from all over the country participated in the course. All the Resource Persons belonged to the world of films and filmmaking, particularly to the Assam film arena. They were Gautam Borah, Manoj Borpujari, Pranjal Borah, Manabjyoti Borah and Sourav Das, who covered the technical side. They talked on the History of Cinema, Film Criticism, World Cinema Today, and Sounds (Audiography). A few foreign, regional and local films were also screened during the weeklong course. The participants were also lucky to meet Mr. Himjyoti Talukdar, the storywriter, coproducer and director of the Assamese film,

Calendar, a film, with just four characters. Calendar touched a chord with the public due to the superb cinematography on the theme of postretirement and old age home. ? On January 29, 2019 IQAC, Chandra Kamal Bezbaruah Commerce College organised a Campus Interview which was conducted by Chennaibased Company India Filings. Ms Daphne Anand was the official representative for the campus drive. 45 graduates from Chandra Kamal Bezbaruah Commerce College, JB College (Autonomous), Jorhat, DKD College, Dergaon and Dhemaji College took part in the recruitment. 20 students were selected, out of which 15 were from the college and 5 were from the other colleges. The Campus Interview was held from 1.30 pm to 7.30 pm. ? On March 06, 2019, Jio Reliance conducted a Campus Drive which was organized by Placement Cell and Training SubCommittee, IQAC, Chandra Kamal Bezbaruah Commerce College, Jorhat. 19 passed out students of 2017 and 2018 of the college participated in the drive. 3 students were disqualified in the preassessment while the rest faced the PI (Personal Interview). Finally, the following 6 students were selected for the Training: i. Bipul Sharma ii. ChandanSaikia iii. ParthaBordoloi iv. PriyankushBhuyan v. Subhnarayan Gupta vi. Abhishek Ghosh ? On March 15 16, 2019 a Skill Development Workshop on Flower Bouquet Making was organised by Student Support and Progression Committee, IQAC, Chandra Kamal Bezbaruah Commerce College, in association with Pidilite, Jorhat. The Resource Person of the Workshop was Ms Dulary Kotoky. 40 girl students of the college participated in the workshop. ? From March 23, 2019 to April 5, 2019 a Workshop on Spoken English was organised for the students of the college under the initiative of IQAC and the Department of English. The Resource Persons in the Workshop were Ms. Mithumani Barman (Communicative Spoken English Specialist), Mr. Angshuman Baruah, (Life Skills Expert Coowner, Track Trail), and Mr. Siddharth Boruah (Soft Skills Spoken English Expert). 50 students actively participated in the workshop.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
To organise trainings and workshops for students.	On August 20, 2018, an NSEIFT Investor Awareness Programme was organised by the IQAC, Chandra Kamal Bezbaruah Commerce College in collaboration with National Stock Exchange, Bombay. On October 01, 2018, a Student Development Program was organised in collaboration with ICFAI Foundation for Higher Education, on the theme 'College to Corporate' From January 2019 till date, Coaching Classes for SSC, Banking, Railway and other Govt. Competitive Exams is being conducted in Chandra Kamal Bezbaruah Commerce College. On February 26, 2019, IQAC, Chandra Kamal Bezbaruah Commerce College organised a Workshop on Interview Skills in collaboration with Downtown University, NE Campus and Career Choice, Jorhat. On March 13 14, 2019 under the umbrella of National Skill Development Corporation, ICT Academy of Tamil Nadu, Chennai

conducted the Skill Saathi Nationwide Career Counselling Program on Personal Career Profiling (Workshop) for 800 students of the college. On March 15 16, 2019 a Skill Development Workshop on Flower Bouquet Making was organised by Student Support and Progression Committee, IQAC, Chandra Kamal Bezbaruah Commerce College, in association with Pidilite, Jorhat. On the recommendation of the IQAC, a Workshop on Spoken English was organised for the students of the college from March 23, 2019 to April 5, 2019. A Workshop on Yoga for Health was organised from June 18, 2019 to June 21, 2019 by the NSS Wing of the college in association with Vivekananda Kendra, Kanyakumari, Jorhat Chapter.

To facilitate employment and student-industry interface

On January 29, 2019 Placement Cell and Training Sub- Committee, IQAC, Chandra Kamal Bezbaruah Commerce College organised a Campus Interview which was conducted by Chennai-based Company India Filings.

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
President, College Governing Body & Principal of the College	05-Mar-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2019

Date of Submission

05-Feb-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The Management Information System (MIS) of Chandra Kamal Bezbaruah Commerce College is modestly functioning. It is mainly intended for the use of

students, faculty and other stakeholders of the institution and for decisionmaking by the Head of the Institution. Student: Crucial student data such as personal data, admission form verification, receipt generation, issue of identity cards, filled in examination forms, and even hostel and library details are recorded and stored. Students also avail the facility of airing their grievances through email. The website address and email id of the institution is provided in the Academic Calendar and Prospectus. Necessary information regarding admission and examination related matters, assignments and projects, attendance performance, invitation and intimation to organize and attend college and extension programs are often given through bulk SMS. The college Facebook Page has been operational since January 22, 2014 and it serves the important purpose of connecting with media friendly students: both past and present. Vacancy notifications in different government and private sector organizations are posted by faculty members and alumni of the college regularly in the Facebook Page of the institution. Upcoming activities of the college and exceptional performances of the students are shared through the medium of Facebook. The faculty of Speciality departments communicates with the students through WhatsApp groups. The progresses of Academic Projects of students are tracked through email before they submit their final hard copy. Video conferencing is sometimes used when required or as per direction of the Directorate of Higher Education, Assam. Faculty: Information of posts lying vacant in the college is advertised in the college website in addition to being printed in the newspapers. Communication is streamlined between the faculty and management, and between faculty members through WhatsApp groups, email, voice calls, intercom, etc. Through the use of Biometric, the arrival and departure of all employees are monitored. Management Office Automation: For internal institutional collaboration, coordination and communication, the Head of the Institution and Office

Employees communicate with the Faculty, Librarian and other staff by using communication devices such as landline phones, intercoms, cell phones, Internet, email, electronic file sharing, etc. Notices inviting Tenders for various works are also posted in the website of the Institution.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Chandra Kamal Bezbaruah Commerce College has an Academic Council, consisting of the Principal of the college, the Heads of the various departments and teachers of single faculty department, which looks into the effective delivery of the well-planned curriculum of the Dibrugarh University. The Academic Council sits at the beginning of the session to discuss the various courses included in the curriculum which are to be taught in the college. After the discussion on the curriculum provided by the Dibrugarh University, the Academic Council sits for a discussion to form a strategy for effective curriculum delivery. The members chalk out the relevant courses of the curriculum to be taught in the college. The contents of the courses are discussed and then distributed to the concerned departments. The heads of the departments then hold department meetings and analyses the course contents in detail. They make an in-depth analysis for completion of course within the stipulated time. In the department meetings, topics are distributed among teachers per semester. In the periodical department meetings, the teachers discuss about the extent of curriculum delivery. According to the extent of course completed, the teachers take necessary steps for timely completion of course before the end semester examination. The teachers take utmost care to complete the courses in time. Tutorials/projects, group discussions, seminar presentations using PowerPoint, class tests and internal assessments are done for formal evaluation of students. Students also meet the teachers beyond class hours for doubt clearing and curricular discussions. Learning materials are also provided to the needy students. Previous year question papers are discussed with the students in the class rooms and beyond class rooms to prepare them for the end semester University examinations. The documentation of curriculum delivery is done at different levels. The individual teachers record it regularly in their Academic Diary. It is also recorded in the proceedings of the department meetings. The Internal Examination Committee records the overall delivery of the entire curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Soft Skills	Nil	23/03/2019	14	Focus on E mployability	Problem-solving, Oral Communication, Adaptability, Use of Technology,

Marketing Skills, Creative Thinking Skills, etc.

Film Appreciation	Nil	01/07/2018	7	Focus on E mployability	Basic process of Film-making, appreciation of different film genres, film review analysis, art of film craft, etc.
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## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

## 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Soft Skills	23/03/2019	35
Flower Bouquet Making	15/03/2019	40
Yoga	18/06/2019	45
Interview Skills	26/02/2019	80
Film Appreciation Course	01/07/2018	30
Personal Career Profiling	13/03/2019	800
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	ACCOUNTING & FINANCE	50



BCom	MARKETING MANAGEMENT	23
BCom	BANKING & INSURANCE	18
BCom	HR MANAGEMENT	18
BBA	BBA	11
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>In Chandra Kamal Bezbaruah Commerce College, the feedback obtained is studied in detail and a comparative analysis is done. For collecting feedback, questionnaires are prepared and distributed among the students and other stakeholders. The analysis of the feedback collected from students, parents, alumni and employers regarding the curriculum of the six semesters of B.Com and BBA offered by Dibrugarh University, and which is followed by the college, reveal a high level of satisfaction. This feedback is reviewed for every academic year. The IQAC committees and sub-committees reinforce the curriculum by incorporating updated information. In addition to the structured questionnaires, feedback is also collected from the views expressed by parents, teachers and alumni in various meetings. The feedback of students on satisfaction, relevancy and employability of the six semesters of B.Com and BBA curriculum shows that they are highly satisfied with the curriculum. According to them, the curriculum is strongly relevant and has strong possibility of employment. Feedback from faculty members are also collected through structured questionnaire. The feedbacks are analyzed through simple statistical tools like percentage and represented in diagram like pie diagram, bar diagram, etc. The recommendations received from teachers are discussed in the college staff meeting and forwarded to the affiliating university for discussion. The feedback of employers is very good so far as relevancy, satisfaction and employability of B.Com and BBA curriculum of Dibrugarh University are concerned. The feedback of alumni on the relevancy, satisfaction and employability of B.Com and BBA curriculum of Dibrugarh University also shows a positive attitude. But, they suggested adding more skill-based courses. The feedback of parents on the relevancy, satisfaction and employability of B.Com and BBA curriculum of Dibrugarh University shows positive attitude. This feedback analysis is discussed periodically in detail in the meetings of various Departments, Academic Council, Governing Body and IQAC of the college and initiatives are taken to design some courses focusing on more employability as well as for entrepreneurship and skill development.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the	Programme	Number of seats	Number of	Students Enrolled
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Programme	Specialization	available	Application received	
BCom	Honours & General	300	380	314
BBA	Finance, Marketing & HRM	40	60	21
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	335	Nil	22	Nil	Nil

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
28	28	3	4	4	2

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

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

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

Students Mentoring system is available in the institution and it is functioning with the following objectives: • To bridge the gap between teachers and students. • To create and maintain healthy teaching-learning environment in the institution. • To motivate, facilitate, advice and support students in both academic and co-curricular matters. • To find out individual Strength and Weakness of the students and rectify, if needed. • To prepare the students towards Human Resource Development. • To motivate the students for higher studies and entrepreneurship. The institution has the following mechanism for students mentoring: • The total number of First Semester B.Com and BBA students are divided in groups among the full-time faculties of the institution. • Each Mentor prepares Mentee Profile Form in consultation with each Mentee of the group. • The filled-in Mentee Profile Forms provide both academic and personal information about the Mentee. • Regular meetings are held between Mentor and Mentee. • Mentees are allowed to approach the Mentor for both academic and personal matters.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
335	22	1:15

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
26	22	4	Nil	10

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	NIL	Associate Professor	NIL
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	NA	Semester I	12/11/2018	13/02/2019
BCom	NA	Semester III	21/11/2018	13/02/2019
BCom	NA	Semester V	22/11/2018	13/02/2019
BCom	NA	Semester II	17/05/2019	16/07/2019
BCom	NA	Semester IV	25/05/2019	16/07/2019
BCom	NA	Semester VI	21/05/2019	16/07/2019
BBA	NA	Semester I	29/12/2018	08/05/2019
BBA	NA	Semester III	31/12/2018	08/05/2019
BBA	NA	Semester V	02/02/2019	08/05/2019
BBA	NA	Semester II	19/06/2019	30/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• Two Sessional examinations in each semester are conducted centrally by Internal Examination Committee. Question papers are set and moderated by respective departments/ teachers by following the pattern of previous question papers of Dibrugarh University. • Marks of the Sessional examinations are notified in the departmental notice board within one week of completion of the examination or on the date mentioned in the Academic calendar. • For those students who are unable to appear in Sessional examinations due to genuine reasons, special examinations (department wise) are conducted for them. • Unit tests are conducted by respective departments/ teachers after completion of each unit. • Test copies and answer sheets are shown to the students and remedial measures are taken. • Group discussions, power point seminar presentations by students are conducted by the departments in each semester. • Individual and group home assignments are given and checked from time to time.

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

• Academic calendar is prepared for each academic year. • Students are to furnish personal memoranda in the Academic calendar. • General information about the college and Institutional rules and regulations along with general instructions for students are mentioned in the Academic calendar. • Students can take notes of the daily occurrences in the Academic calendar. • Notification of Dibrugarh University, Academic calendar for the general Degree colleges under Dibrugarh University and Holiday list of the affiliated

university is attached in the Academic calendar. • Students can write the class routine in the Academic calendar. • Dates of Sessional examinations, notification of marks are mentioned in the Academic calendar. • Dates of GD/Seminars are mentioned in the Academic calendar. • Dates of Mentoring and Counseling, Parents Teacher Meeting are mentioned in the Academic calendar. • Dates of Cine Club activities are mentioned in the Academic calendar. • Dates of Students Union Election and College Week are given in the Academic calendar. • The Academic calendar also informs the students about the consequences of ragging.

## 2.6 – Student Performance and Learning Outcomes

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

[https://ckbcc.org/images/Course\\_Outcome.pdf](https://ckbcc.org/images/Course_Outcome.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BBA	Nill	17	8	47.05
Nill	BCom	HUMAN RESOURCE MANAGEMENT	22	14	63.63
Nill	BCom	BANKING & INSURANCE	19	13	68.42
Nill	BCom	MARKETING	26	16	61.53
Nill	BCom	ACCOUNTING & FINANCE	52	41	78.84
Nill	BCom	GENERAL	102	29	28.43

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[https://ckbcc.org/images/2.7.1\\_SSS\\_Reports.pdf](https://ckbcc.org/images/2.7.1_SSS_Reports.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	0	NIL	0	0

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
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No Data Entered/Not Applicable !!!

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Banking	4	0
International	Commerce	2	0
International	Management	2	0
International	English	1	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Banking	1
Hindi	1
Management	1
English	2
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2018	Nil	Nil	0
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	3	6	Nil	Nil
Attended/Seminars/Workshops	3	14	3	7
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
College Campus Cleaning January 23, 2019	NCC unit of the college	1	20
Water Mgmt Seminar 15-12-2018	Organized by Rotary Club, Jorhat	2	7
Vegetable Gardening to help the poor December, 2018	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College students)	2	15
Swachh Bharat Abhiyan at Puja Dubi Ghat, Jorhat. November 18, 2018	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College students)	1	18
Children's Day in Adopted Village November 14, 2018	In collaboration with Pangiriya Gaon, an adopted village of the College.	12	15
Free Drinking Water Distribution during Chatth Puja. November 13, 2018	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College students)	1	10
125th Anniversary	ACTA, Jorhat Unit	15	24

of Vivekananda Chicago Speech	Vivekananda Kendra, Jorhat		
Swachh Bharat	NSS NCC unit	7	250
Student Development Program	In collaboration with ICFAI Foundation for Higher Education	3	70
Food Items Distribution at Doh Gaon Orphanage, Jorhat.	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College	1	15
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Investor Awareness Program	NSE-IFT Investor Awareness Program August 20, 2018	National Stock Exchange, Bombay.	10	70
Universal Brotherhood	125th Anniversary of Vivekananda Chicago Speech September 7, 2018	ACTA, Jorhat Unit Vivekananda Kendra, Jorhat Chapter	15	24
Swachh Bharat	Swachh Bharat September 18, 2018	NSS NCC unit of the college	7	250
Student Development	Student Development Program October 01, 2018	In collaboration with ICFAI Foundation for Higher Education.	3	70
Social Welfare	Food Items Distribution at Doh Gaon Orphanage, Jorhat. November 07, 2018	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College	1	15

		students)		
Pranaam	Death Anniversary of Founder Principal	Chandra Kamal Bezbaruah	20	40
Social Welfare	Free Drinking Water Distribution during Chatth Puja. November 13, 2018	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College students)	1	10
Social Welfare	Children's Day in Adopted Village November 14, 2018	In collaboration with Pangiriya Gaon, an adopted village of the College.	12	15
Social Welfare	Swachh Bharat Abhiyan at Puja Dubi Ghat, Jorhat. November 18, 2018	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College students)	1	18
Social Welfare	Vegetable Gardening to help the poor December, 2018	Parivartan ( A Social Welfare Group of Chandra Kamal Bezbaruah Commerce College students)	2	15
<a href="#">View File</a>				

### 3.5 – Collaborations

#### 3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
No file uploaded.			

#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	01/07/2018	30/06/2019	0



No file uploaded.

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	30/06/2019	NIL	Nil
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1500000	1331407

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19307	946043	2743	80000	22050	1026043
Reference Books	3500	178500	181	24318	3681	202818

Journals	15	78000	Nil	Nil	15	78000
Digital Database	1	60000	Nil	Nil	1	60000
CD & Video	35	Nil	15	Nil	50	Nil
Others(s pecify)	10	24000	Nil	Nil	10	24000
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	30/06/2019
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	50	1	10	1	1	7	12	50	7
Added	0	0	0	0	0	0	0	0	0
Total	50	1	10	1	1	7	12	50	7

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

6.75 MBPS/ GBPS
-----------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	<a href="#">0</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1500000	1331407	680000	782312

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>CHANDRA KAMAL BEZBARUAH COMMERCE COLLEGE, JORHAT 4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website,</p>
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provide link) 2018-19 The infrastructure pertaining to physical, academic and support facilities in college are regularly maintained to ensure that they are of maximum benefit to the students as well as Teaching and Non-teaching staff. There is no budget allocation for physical and academic facilities expenditure is incurred as and when necessary from development fund. A separate union fund is generated through the admission process and the amount is allotted to various criteria such as Festival, Major games, Minor games, Cultural etc. Teachers are nominated as advisors for various activities separately for major Games, Minor Games, Cultural etc. and the teachers coordinate with the respective elected secretaries of Students' Union for smooth conduct of different activities. The college has an NCC wing headed by Dr. G. Deka as Commanding Officer. The college has a well-equipped library with internet facility and support staff is always available from 10 A.M to 4.30 P.M to help the students in finding books and journals. Seating arrangement and hygienic toilet facility is separately available for boys and girls. A good number of National and Regional papers are available for teachers and students and the fund is maintained by the college authority. UGC grants are used for purchase of books and journals. The requirement and list of books is taken from the concerned departments and HODs are involved in the process. The library has Xerox and Drinking water facility and suggestion box is installed inside the reading room. The proper account of visitors on daily basis is maintained. The college has a building committee for maintenance and upkeep of infrastructure. The college development fund is utilized for maintenance and minor repairs of furniture and other electrical equipment. The class rooms are under surveillance of CCTV and micro phone is also provided when necessary. Canteen facility is available for stakeholders. Construction of sports complex and auditorium funded by Govt. is also in progress and likely to be completed within a short time. The students participate in inter college youth festivals, national level competition in cricket, football, boxing, volleyball, music, badminton etc. and they have performed outstandingly in cricket, kick boxing, and badminton championship.

[https://ckbcc.org/images/Infrastructure\\_Maintenance\\_2018-19.pdf](https://ckbcc.org/images/Infrastructure_Maintenance_2018-19.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Teachers Inspiration Award, Chinmoy Saikia Memorial Award, Rupak Dutta Award	4	25000
Financial Support from Other Sources			
a) National	Ishan Uday, Post Matric Scholarship for SC, Combined Merit Scholarship	9	384500
b) International	Nil	Nil	0
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implemetation	Number of students	Agencies involved
------------------------	-----------------------	--------------------	-------------------

enhancement scheme		enrolled	
Personal Career Profiling	13/03/2019	800	ICT Academy of Tamil Nadu, Chennai
Student Development Program	09/03/2019	25	Amity University
Campus Drive	06/03/2019	19	Jio Reliance
Workshop on Interview Skills	26/02/2019	80	Downtown University, NE Campus and Career Choice, Jorhat.
Talk on "Big River Dams, Flood, Erosion and Assam" was organised.	06/02/2019	300	Chandra Kamal Bezbaruah Commerce College
Campus Interview	29/01/2019	45	India Filings.
Student Development Program	01/10/2018	70	ICFAI Foundation for Higher Education.
NSE-IFT Investor Awareness Programme	20/08/2018	70	National Stock Exchange, Bombay.
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Investor Awareness Programme	70	70	Nil	Nil
2018	Student Development Programme	70	70	Nil	Nil
2019	Coaching Classes	30	30	Nil	Nil
2019	Workshop on Interview Skill	80	80	Nil	Nil
2019	Basic Professional Skill (SDP)	25	25	Nil	Nil
2019	Personal Career Profiling	800	800	Nil	Nil
2019	Flower Bouquet Making	Nil	40	Nil	Nil

2019	Spoken English	50	50	Nil	Nil
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	3

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
India Fillings, Jio Reliance	64	21	00	Nil	Nil
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	BCOM	ACCOUNTANCY	DIBRUGARH UNIVERSITY	TOURISM STUDIES
2018	2	BCOM	ACCOUNTANCY-1, BANKING-1	DIBRUGARH UNIVERSITY	MCOM
2018	9	BCOM	ACCOUNTANCY-2, MARKETING-3, GENERAL-4	JAGANNATH BAROAH COLLEGE	MCOM
2018	2	BCOM	ACCOUNTANCY-2CY	GOLGHAT COMMERCE COLLEGE	MCOM
2018	1	BCOM	ACCOUNTANCY	SIBSAGAR COMMERCE COLLEGE	MCOM
<a href="#">View File</a>					

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
No file uploaded.	

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

Activity	Level	Number of Participants
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Inter College Debating Competition	State	16
Essay Writing Competition on account of Shilpi Divas	College	15
Cleanliness Drive (Competition) on 2nd October, 2018	College	100
Debating Competition on 2nd October, 2018	College	9
Essay Writing Competition on 2nd October, 2019	College	12
Inter Class Quiz	College	18
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Inter College Taekwondo	National	1	Nil	Roll No. 91 BCom 5th Semester	Sansita Gogoi
2019	Inter College Taekwondo	National	1	Nil	Roll No. 183 BCom 3rd Semester	Dhrubajyoti Borthakur
2019	State Taekwondo	National	1	Nil	Roll No. 183 BCom 3rd Semester	Dhrubajyoti Borthakur
2019	Mega Miss Assam	National	Nil	1	Roll No. 239 BCom 6th Semester	Hema Das
2018	Inter College Taekwondo	National	1	Nil	Roll No. 91 BCom 5th Semester	Sansita Gogoi
2018	Inter College Taekwondo	National	1	Nil	Roll No. 183 BCom 3rd Semester	Dhrubajyoti Borthakur
<a href="#">View File</a>						

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

The Student Council of the college is an elected body and always joins hands

with the faculty members and college administration to ensure overall development of the college. Most of the activities of the college are student centric to give students an opportunity to take up leadership roles, right from planning to organizing, stage management, discipline etc. Student Representation in governance are present in IQAC, Sports Committees, Cultural Committee, Anti-Ragging Committee, Discipline Committee etc. These Committees constituted by the College authority with student representatives addresses all student related issues. During the admission process in the college every year the student council along with a group of students volunteers, assist the admission committee of the college. They set up help desk to guide the applicants. Moreover, the students council assist in all the extension programmes conducted by the IQAC and other subcommittee inside and outside the college. Different programmes like Freshers' social, Parting Social, Teachers' day, Annual College Week, Saraswati Puja, Tithi of Shri Shri Sankardeva, Silpi Divas, Rabha Divas, World Environmental day, Gandhi Jayanti, Ekta Divas, Constitution Day, Programmes on Republic Day and Independence Day are organized by the students council exclusively with the guidance from teacher advisers. The "Parivartan" group of the students of our college organizes different awareness programmes and also involves themselves in agricultural activity such as growing vegetables in the premises of the college. The students council helps the participants of the college to participate in the different inter college competitions and 'Youth Festival' of the affiliating university. The president and secretary of students council are also members of IQAC Committee of the college and they raise different issues faced by the students of the college so that remedial measures can be taken by the college. Moreover, the feedback provided by the student council help us in undertaking programmes and courses according to their need. The student members of the Hostel committee assist in the smooth functioning of girls hostel of our college.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

75

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

a) For proper governance and management, meetings of the Governing Body and other Standing Sub-committees such as Finance committee, Examination committee, Admission Committee, Building committee, Library Committee etc. are frequently convened by Head of the Institution and proposals and resolutions are implemented by the Head of the institution with the approval of Governing Body. The Principal as the Head of the Institution and on behalf of the GB of the College defines the duties of the individual staff through terms and conditions of appointment. Communication to teaching, non-teaching staff and students

about their responsibilities are made through MIS notices, office orders circulars and holding meetings with different Academic and Administrative bodies, meeting with office staff and thus ensure accountability for accomplishment of allotted duties. b) All the Academic matters are handled by the Vice-Principal and Academic Vice-Principal. The college frames a prospective plan and the management encourages the teaching and non-teaching members and students to participate in various activities.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>College has adopted Choice Based Credit System (CBCS) at the UG Level from this year, i.e. 2019. To increase horizontal mobility of students, Spoken English Course at the UG level has been introduced. At present, the college runs 2 UG programmes: B.COM and BBA.</p> <p>The College is offering programs facilitating twining / dual degree through IGNOU and professional courses like CMA. Multi-cornered feedback mechanism has been emphasized and it is being used for reforms and developments of the institution.</p>
Teaching and Learning	<p>Wide publicity and transparency in Admission process. Merit List, Full List, Date of Counseling Admission and other related information are published in College website for both B.Com and BBA Courses for maintenance of transparency. For admission to the said UG courses, both physical and online submission is available. The college is providing around 50 computers, 3 Smart Boards, Wi-Fi Campus, etc. as teaching aids. Appointment procedure is transparent and Teacher Quality is very high with 12 Ph.D. holders, 5 M.Phils. 3 teachers are pursuing their Ph.D. works and 5 NET/SET holders. A significant percentage of faculty members are striving to upgrade academic quality. The number of Non-teaching staff has been increased for better support services.</p>
Examination and Evaluation	<p>The end-semester examinations are conducted by the Dibrugarh University. The College Conducts 2 sessional examinations for each semester along with university examinations. Apart from this, formative evaluation has been operating through continuous</p>



evaluation of the students in the form of internal assessment. The students are also assessed through Seminar Presentations, Group Discussions, Unit Tests, Project Works, Home/Class Assignments, Subject-related class quiz, Extra classes for weak students, etc. Additional materials for study are forwarded through WhatsApp, Email and by providing Photocopies.

Research and Development

Each department of the institution continuously motivates and encourages the degree students to engage themselves in project works. 3 Faculty members are pursuing their Ph.D. work. College published an edited book on C S R with ISBN Number. More than fifty percent of the teachers are engaged in direct research and numbers of publications are 12 with citation index. College provides leaves of different kinds to faculty members to attend seminars and conferences and to conduct research activities.

Library, ICT and Physical Infrastructure / Instrumentation

There are some common facilities available in the campus such as IQAC, Grievance Redressal Sexual Harassment Redressal Cell, Women Cell, Placement Unit, Health Centre, Canteen, Recreational Spaces for Staff Students, Cold Purified drinking water facility, Gymnasium, Credit Cooperative for Staff: Teaching and Non-teaching. The number of computers has been increased and the computers are optimally used. Up gradation of computers with latest versions is in continuous process. College Library ensures purchase and use of current issues of journals other reading materials by spending a considerable amount of money on procuring new books, journals e-resources. College library deploys ICT and other tools to provide maximum access, Library automation, Internet Connectivity, Content management system for e-learning. Number of library books is increasing continuously. Present Central Library space has increased, improved Canteen and Sanitary facility, Arrangement of separate office space for each department.

Human Resource Management

The College tries its utmost to attract the best in the field be it in the Teaching or Non-Teaching Departments. It constantly encourages its faculty and office staff to enhance

their skills by participating in workshops, training and conferences. It also encourages faculty to go for publications. This is a strategy to retain dedicated and efficient faculty.

Industry Interaction / Collaboration

On January 29, 2019 a Campus Interview was conducted by Chennai-based Company India Filings in the College. On March 06, 2019, Jio Reliance conducted a Campus Drive in the College. The college has been a training ground for Karate since 1985 and in 1998 Amateur Muaythai has been added to the training under the umbrella of All Assam Amateur Muaythai Association. Students of the college have brought laurels to the college in competitions like karate, kick-boxing, etc.

Admission of Students

Wide publicity and transparency in Admission process. Merit List, Full List, Date of Counseling Admission and other related information are published in College website for both B.Com and BBA Courses for maintenance of transparency. For admission to the said UG courses, both physical and online submission is available. Director of Higher Education, Assam Rules are followed for giving admissions to those under Reserved Category. During admissions, with the help of the Students' Council, Help Desks are arranged to assist the applicants. For the convenience of the applicants/guardians digital payment facility is provided, such as cashless payment such as BHIM and Swipe machines.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The college uses its electronic student/ staff data base for both academic and non-academic decision making purposes. All stakeholders are engaged through various electronic media in the planning and development process of the college. The timetable and other academic information are uploaded in the institutional website. Notices inviting Tenders for various works are also posted in the website of the Institution.</p>
<p>Administration</p>	<p>The Top most decision making body is the Governing Body and Governing Body</p>

in its meeting resolves different proposals, programs and activities. Principal takes the leadership to ensure implementation of those activities. The Principal primarily has two consulting bodies, namely the IQAC and The Teachers Council. Communication is streamlined between the faculty and management, and between faculty members through WhatsApp groups, email, voice calls, intercom, etc. Through the use of Biometric, the arrival and departure of all employees are monitored.

Finance and Accounts

The Finance and Accounts Department, headed by Accountant is working under the supervision and administrative control of the Principal. It handles the responsibility of implementing all tasks related to finance and accounting in accordance with the rules, regulations and financial policies framed by the respective authorities in this regard. The Finance Accounts Department attends to all work related to accounting including treasury and bank operations and preparation of the annual draft budget of the college. All these activities are processed online apart from manual maintenance. Utilization is uploaded online as per the direction of Director, Higher Education, Assam and other funding agencies like UGC and RUSA. Annual budget for salary and other expenditures are submitted to the Finance Department of the Government of Assam online. Monthly salary statement is also submitted through online mode.

Student Admission and Support

Crucial student data such as personal data, admission form verification, receipt generation, issue of identity cards, filled-in examination forms, and even hostel and library details are recorded and stored. Students also avail the facility of airing their grievances through e-mail. The website address and email id of the institution is provided in the Academic Calendar and Prospectus. Necessary information regarding admission and examination-related matters, assignments and projects, attendance performance, invitation and intimation to organize and attend college and extension programs are often given through bulk SMS. The college Facebook Page has been operational since January 22, 2014 and

it serves the important purpose of connecting with media-friendly students: both past and present. Vacancy notifications in different government and private sector organizations are posted by faculty members and alumni of the college regularly in the Facebook Page of the institution. Upcoming activities of the college and exceptional performances of the students are shared through the medium of Facebook. The faculty of Speciality departments communicates with the students through WhatsApp groups. The progresses of Academic Projects of students are tracked through email before they submit their final hard copy. Video conferencing is sometimes used when required or as per direction of the Directorate of Higher Education, Assam.

**Examination**

Necessary information regarding examination-related matters, assignments and projects, are often given through bulk SMS. The faculty of Speciality departments communicates with the students through WhatsApp groups. The progresses of Academic Projects of students are tracked through email before they submit their final hard copy. Invigilation duty list is posted in the Faculty WhatsApp Group. For Internal Assessment such as Attendance Record, Marks of Sessional Examinations, Group Discussions, etc the Faculty members are given directions through the Faculty WhatsApp Group. Mentors further intimate their mentees about schedule of examinations, etc through WhatsApp.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Not Provided	Not Applicable	Not Applicable	Nil
2018	Not Provided	Not Applicable	Not Applicable	Nil

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Film Appreciation Course	Nil	01/07/2018	07/07/2018	4	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course on MOOCS	1	26/11/2018	01/12/2018	6
Short Term Course on Human Rights	1	12/11/2018	18/11/2018	6
Faculty Development Program on Entrepreneurship Development	3	18/03/2019	29/03/2019	12
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Gratuity, Provident fund, Maternity Leave, Earned Leave, Child Care Leave, Leave on duty, facilities provided to attend seminar/conference/workshops, paid leaves, etc. to pursue Doctoral studies is given. Moreover, Chandra Kamal Bezbaruah Commerce College Cooperative Thrift and Credit Society provide general loan and special loan at a lower interest	Group Insurance, Gratuity, Provident fund, Maternity Leave, Earned Leave, Child Care Leave, Leave on duty facilities, etc. is provided. Moreover, Chandra Kamal Bezbaruah Commerce College Cooperative Thrift and Credit Society provide general loan and special loan at a lower interest rate. Besides, both the teaching and non-teaching staff contributes financial	Free Studentship, Scholarships, fee concessions to financially weak students, Redressal of Grievances, Student Counselling, and Students Mentoring, etc. are provided by the college. Besides, both the teaching and non-teaching staff contributes financial assistance to the students in case of serious health issues.

rate. Besides, both the teaching and non-teaching staff contributes financial assistance to colleagues in case of serious health issues.

assistance to Non Teaching Staff in case of serious health issues.

#### 6.4 – Financial Management and Resource Mobilization

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

The finance and accounts operations of the college are regularly audited by the auditors deputed by the Director, Higher education, Govt. of Assam as statutory audit. College Governing Body operates an Internal Audit by a local Government auditor appointed by the Governing Body. The audit report of the college gives a complete and detailed picture of financial performance, property and management. The Audit reports are discussed in the meetings of Finance Committee and Governing Body. The observations suggestions in the Auditor's report (Internal External) are noted and considered for future improvement of the institution.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Individual	50000	Scholarship/All Assam Inter-College Memorial Debate
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

5000000

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC of the College
Administrative	Yes	Government of Assam	Yes	College Administration

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

Scholarship to Degree Students. Financial aid to the students in case of serious health issues. Self-Defense Training. Mentoring Programme.

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

a) Technical hands-on training are sometimes informally given like basic operations of computers, projectors, podium, and sound systems, etc. b) Training on the lines of Soft Skills like receiving and welcoming guests to college, cleanliness, discipline, decoration of the college in different functions, etc. c) During festivals and as a token of love and appreciation, the Faculty offers them gifts in cash and kind. d) The support staff is also encouraged to go on annual picnics for unwinding and often accompanied by faculty members and the Principal.

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

a) Mentoring System implemented from 2018-19 session. b) Sports Facilities, Indoor Stadium and Playground nearing Completion. c) ICT facility is being developed by leaps and bounds for the benefit of stakeholders.

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	One week Film Appreciation Course in association with Federation of Film Societies of India.	30/11/2018	01/07/2018	07/07/2018	30
2018	NSE-IFT Investor Awareness Programme in collaboration with National Stock Exchange, Bombay.	30/11/2018	18/08/2018	20/08/2018	70
2018	Student Development Program on the theme 'College to Corporate' in collaboration with ICFAI Foundation for Higher Education.	30/11/2018	01/10/2018	01/10/2018	70
2018	IQAC Meeting	30/11/2018	30/11/2018	30/11/2018	25
2018	Awareness Program on Pre and Post Natal Child Care and	15/06/2019	28/01/2019	28/01/2019	50

	Hygiene and Sanitation in Pangiriya, an adopted village of the College.				
2019	Campus Interview conducted by Chennai-based Company India Filings.	15/06/2019	29/01/2019	29/01/2019	45
2019	Founder Principal Madhab Chandra Chakraborty Memorial Lecture on the burning issue of "Big River Dams, Flood, Erosion and Assam"	15/06/2019	06/02/2019	06/02/2019	300

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Drama on Female Foeticide	30/03/2019	30/03/2019	25	1
Awareness Program on Pre and Post Natal Child Care	28/01/2019	28/01/2019	50	10
Skill Development Workshop	15/03/2019	16/03/2019	40	5
Yoga for Health	18/06/2019	21/06/2019	35	10

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Every program of the college begins with a tree plantation and a sapling each



is gifted to dignitaries of different functions. The college has a number of medicinal and fruit plants/trees planted within the campus. Garbage are properly maintained through regular collection and depositing the same to the Municipality. The college campus is fully tobacco free, declared by District Authority as the 1st tobacco free college of the district. On the occasion of the 55th Foundation Day of the College, Founder Principal Madhab Chandra Chakraborty Memorial Lecture on the burning issue of "Big River Dams, Flood, Erosion and Assam" was organized. The NSS NCC unit of the college organized a Swachh Bharat for campus cleaning on September 18, 2018 in which students of the college participated in large numbers. Students further participated in a Water Management Seminar organized by Rotary Club, Jorhat on 15-12-2018. Parivartan, a Social Welfare Group of students of the college participated in a Swachh Bharat Abhiyan at Puja Dubi Ghat, Jorhat on November 18, 2018. The Parivartan group also grew vegetables in the college campus organically to help the poor. The Parivartan group also organized a Water Awareness Program on World Water Day in Gandhi Park, Jorhat on March 22, 2019. In recognition of their exemplary social services, the Parivartan group was felicitated during the college week. A Program on Hygiene and Sanitation was organized by the Women's Cell of the college with Locals of Pangiriya, an adopted village of the College on January 28, 2019. All CFL bulbs are replaced with LED bulbs for efficient use of energy. Damaged or unused electrical goods as well as all non-biodegradable materials are separated and handed over to the Municipality. Use of plastic items is banned in the canteen and in the vicinity of the college.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil
Physical facilities	Yes	Nil

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	28/01/2019	01	Program on Pre- and Post-Natal Child Care Hygiene Sanitation in the adopted village of the college, Pangiriya .	Awareness on infant care and methods of using economical commode with septic tank at home. The Resource Person brought a model of a commode	30

						for practical demonstration.	
2019	1	1	06/01/2019	01	Venue for the Theory Examination conducted by Sankardev Sangeet Mahavidyalaya, Jorhat. Assam.	The Sankardev Sangha Prayer House (Naghar) being located nearby, the purpose and need of the local community was served by being provided a much-needed location.	1
2018	1	1	01/08/2018	180	Muaythai Coaching	Self-Defence, Fitness.	1046
2018	1	1	01/08/2018	55	Centre for various examinations (Banks, Govt., CSIR, CEE under Dibrugarh University, IGNOU, etc.)	The college, being situated in the heart of the town, travelling and locating the exam centre becomes convenient for candidates coming from distant areas.	1200
2018	1	1	01/08/2018	365	IGNOU Study Centre since 1999	Multiple numbers of courses available	1200

						to meet the fast-paced demands in Higher Education for students in and around the locality.	
2018	1	1	14/09/2019	01	Parking Place	Sri Sri Sankardev 'S Birth Anniversary is celebrated in the District-level. Hence, the facility for Parking Place was given to the devotees of Sankardev . The purpose and need of the local community was served by being provided a much-needed location.	1
2019	1	1	14/11/2019	01	Children's Day Program in the adopted village of the college, Pangiriya .	Books and stationery distributed to encourage the children. A Talk was delivered on Health	30

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
<p>Display of Placards to promote Values and Ethics</p>	<p>01/08/2018</p>	<p>Though a separate handbook of conduct is yet to be published, various messages related to ethical values and practices and model code of conduct are displayed in key locations of the premises of the institute. These messages are conveyed through signboards, placards, flexes, wall magazines which are placed in the corridors of the classrooms and near the departments. Students are also regularly encouraged to bring out hand-written magazines so that they realize the importance of the written word/manuscript form, most especially in this age of laptops and smartphones.</p>
<p>Academic Calendar/Academic Diary 2018-19</p>	<p>04/06/2019</p>	<p>Students 1. It is mandatory for students to have their Identity Card with their photographs signed and attested by the authority. 2. The college gate is closed at 10 am and reopened at 2 pm. A guard is posted by the gate to monitor the arrival and departure of stakeholders. Teachers 1. Teachers are to lead by example and maintain punctuality and the scheduled hours of work prescribed by the authority/government. 2. They are directed to respect the organization goals and facilitate other stakeholders to achieve them. 3. Teachers have to keep a record of</p>

classes taken/ events participated in the Academic Diary provided.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Universal Brotherhood Day	07/09/2018	07/09/2018	40
Essay Writing Debate Competition Cleanliness Drive under Swachh Bharat Abhiyan	18/09/2018	18/09/2018	250
Food Items Distribution at Doh Gaon Orphanage, Jorhat.	07/11/2018	07/11/2018	16
Death Anniversary of Founder Principal Prof MC Chakraborty	08/11/2018	08/11/2018	60
Free Drinking Water Distribution during Chatth Puja.	13/11/2018	13/11/2018	11
Children's Day in Adopted Village	14/11/2018	14/11/2018	27
Swachh Bharat Abhiyan at Puja Dubi Ghat, Jorhat.	18/11/2018	18/11/2018	19
Water Mgmt Seminar	15/12/2018	15/12/2018	9
College Campus Cleaning	23/01/2019	23/01/2019	21
Program on Pre and Post Natal Child Care and Hygiene	28/01/2019	28/01/2019	50

[View File](#)

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

1. Regular plantation programmes are undertaken especially on Environment Day and a number of medicinal plants are also planted within the campus. 2. Garbage are properly maintained through regular collection and depositing the same to the Municipality. 3. Every programme in the college is started with plantation of a plant and one sapling each is gifted to dignitaries of the different functions. 4. The college campus is fully tobacco free, declared by District Authority as the 1st tobacco free college of the district. 5. All the CFL bulbs are replaced with LED bulbs for efficient use of energy.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of Best Practice 01: Financial aid to needy stake holders of the

College 2. The context that required initiation of the practice: Health is more important than wealth but no cure or medicine can be bought without the medium of exchange called "money". Finance plays a very crucial role in everybody's life. It is the means of sustenance of any individual-be it rich or poor. In fact, finance makes life possible and feasible. Majority of the students of our college come from financially weak backgrounds. In today's fast-paced changing times, medical treatment is also proving very expensive. Hence, it becomes extremely difficult to meet the expenses of medical treatment, more especially when the illness is of a serious nature such as cancer. Medical treatment has further become very costly nowadays that a person requiring medical treatment is unable to arrange a sufficient amount singlehandedly. In many cases, the sufferer/patient and his family members have no more option left but to surrender to fate. Keeping in view this tragic facet of life that can befall on any one, the college has been making arrangements for financial aid to the stakeholders whether he/she be a student, teacher, employee or any other stakeholder of the College. Sometimes, financial help is given to temporarily tide over the crisis or to pay part of the expenses of treatment. In fact, providing financial aid to the needy stake holders during their dire need is becoming a regular practice of the institution.

3. Objectives of the practice: The noble objectives of the practice are:- i) To provide a disease-free, healthy happy working atmosphere to all stakeholders. ii) To extend financial aid to needy stakeholders without any discrimination of caste, creed or gender. iii) To provide courage at the time of their misfortune. iv) To promote "Equality" among the stake holders. v) To inculcate the value of "Generosity" and a sense of "Social Responsibility" among them.

4. The practice: Chandra Kamal Bezbaruah Commerce College has been founded by visionary educators for whom all the stakeholders are family and the mental and physical health of its members are of vital importance. Further, though the college is located in an urban set-up, it has many students coming from villages in the nooks and corners of the district and whose parents are subsistence farmers. The stakeholders approach the Grievance Cell of the institution, the Teachers' Unit, the Women's Cell, the Students' Union Council, etc to place their problems and requirements. By discussion with all benefactors, arrangements are made to transfer the money as soon as possible in the accounts of the individuals concerned. Sometimes, the amount is given from the Cooperative and Thrift Society of the institution. A list of the names of benefactors and amount given is kept as record.

5. Obstacles faced if any and strategies adopted to overcome them: In earlier times, the obstacles were more but today, with WhatsApp and Facebook, things have become easier. As soon as we receive the SOS, especially from these two mediums, we jump into action immediately. Some obstacles that have been faced were not in our hands. There were unfortunate cases where students who met with accidents were given financial aid but it was too late.

6. Impact of the practice: Students and other stakeholders are at least now aware that during such dire crisis, an amount can be partake from the institution to tide over if there is a serious medical crisis. The college has a bright history of providing financial assistance to the different stakeholders for their medical treatment.

a) Mrs.Premoda Pator, wife of Late Bhabesh Pator, a Grade-IV employee of the college was given a help of Rs.75, 000/- as one time assistance for her medical treatment. She was diagnosed with heart problem and a pace-maker was installed in her heart. Now, she is happily living her normal life. This was in 2005.

b) A dynamic faculty of the Department of Management, Late Rupak Dutta, had suffered from Cancer and was undergoing treatment (long term) in Chennai. The College provided Rs. 1.50.000/- to show solidarity and strength during his time of need and distress, during his need. Though he was capable of meeting the needs but the treatment of cancer being costly and lengthy, it had become complicated to arrange the entire required amount. But sadly for his family and the members of his college family, he passed away a few days later. This was in 2012.

c) Sushmita Dey, a current student, was suffering from cancer

and she approached the college for help. Keeping her request, the teachers decided to offer their help immediately to continue her treatment. An amount of Rs. 59, 500/- was transferred to her account on February 11, 2019. Now her condition is much better and she is leading a peaceful life. Stakeholders also have begun to understand and share their troubles and pains often. The teaching fraternity of other colleges too approaches the institution for financial help when such need arises. d) For instance, four teachers of another college had met with an unfortunate accident while returning from a youth festival organised by the affiliating university in January 2019. Three of them instantly left for their heavenly abode, and the fourth is still battling for life. In such a situation, it becomes a humanitarian mission for the institution to help a colleague in stress and distress. Hence, in March 2019, an amount of Rupees 23,000/- was handed over to his family by the college teachers of the institution.

1. Title of Best Practice 02: To perform Dramas / Plays as a means of removing social evils. 2. The context that required initiation of the practice: From the profile of the students of Chandra Kamal Bezbaruah Commerce College, it is found that most of them are from rural background where a number of social evils are deeply rooted. Though education has touched the lives of almost all sections and spaces (urban-rural) of society, people are still narrow in their outlook and view of life. Social evils like female foeticide, superstition, abandoning of aged parents, witch-hunting, etc. is still rampant in our society. Cases of highly educated individuals falling victim to evils such as dowry or as perpetrators is time and again highlighted in social media and newspapers. 3. Objective of the practice: The objectives of the practice are a) To make the stakeholders understand the social and cultural constructions of gender that shapes the experiences of women and men in society. b) To curb out deep rooted social evils from the society using drama as a major weapon since it has the merit of attracting all people: literate or illiterate. In this way, such evils afflicting society can be addressed by the student fraternity as a major agent. c) To generate awareness with regard to women's rights and laws, Domestic Violence Act, etc. d) To take measures through discussions and talks with students and other stakeholders and try to implement the suggestions given. e) To understand the problems of people belonging to different castes, origins, creed and gender. 4. The practice: Chandra Kamal Bezbaruah Commerce College constituted a Drama group named "Chandra Prova Saikiani Natya Dall". Most of the characters in the plays are usually enacted by the boarders of the girls' hostel of the college as it is convenient for rehearsals. The Drama group display their performance on different social issues especially on the burning issues prevailing today. By the means of these plays, the actor-students try to draw the attention of their fraternity and audience present therein to these issues, giving them food for thought. Students present become aware and start reflecting on how such evils can be removed to make the society a better place to live in. On March 30, 2019 a play on "Female Foeticide" was staged by the student community of the college giving a brilliant performance. In the previous year, they had staged an excellent performance taking the theme of "Old Age Home". 5. Obstacles faced if any and strategies adopted to overcome them: This best practice did not present much hurdle except for the role of male actors. Since the institution has the provision of only a girls' hostel as on date, the roles of male actors are played by the girls themselves with proper make-up and accoutrements. This is in contrast to the earlier times when female roles were enacted by males. The drama on "Female Foeticide" also involved a child actor which was played by the son of the Hostel Warden. 6. Impact of the practice: Students and those present as audience become aware of the problems existing in society today. Further, the students discover their talent for acting, and those who are already in dramatics have the opportunity to hone their acting talents. Interested students get a platform to take up acting as a career option: whether it is as actors representing mobile theatres



or in other platforms of the entertainment industry.

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

<https://ckbcc.org/index.php/best-practices>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

7.3.1: Self Defense Program for students: Vision of Chandra Kamal Bezbaruah Commerce College: To establish itself as a centre of excellence for ensuring quality in Higher Education by shaping the human resource in the right way and thereby contribute towards uplift of the society and development of the nation. Empowering students has been the call of the day. In this modern era, violence against students especially girl students is becoming very common in every street of both rural and urban setting. They feel insecure the moment they are out of their homes for any purpose. It is very important for everyone to be prepared mentally and physically and be well equipped with required skills and techniques to defend oneself from any kind of anti social elements prevailing in the society today. The purpose of self defense is that the more prepared you are the less likely you will become a victim. The main objectives of the program are:- i) To equip the students to defend themselves against any type of physical assault. ii) To build self confidence so that they can contribute meaningfully to their own development by shaping their own destiny. iii) Capacity enhancement through self defence training. iv) To empower the students in all aspects. The "All Assam Amateur Muaythai Association" started its classes in the college campus for the first time in the year 1985 and has been continuing till date. Since 1985, the college has been providing the venue to conduct self defense training to students irrespective of sex. More than 2000 trainees from greater Jorhat area have been given training till now. Initially only Karate training was given but since 1998 Amateur Muaythai has been added to it and presently both type of training are given under the umbrella of All Assam Amateur Muaythai Association. The different phases of the training are:- Yellow belt (4 months) Orange belt (4 months) Green belt (4 months) Blue belt (4 months) Maroon belt (4 months) Brown belt Brown 1 Brown 2 Brown 3 Brown 4 (4 months) (4 months) (4 months) (4 months) One year Gap Black Belt Thus, it is a 4 year self defense training program starting from "Yellow" to "Black Belt". Till 2018, out of the total 2000 trainees, Black Belt has been awarded to 212 trainees. And among these 2000 trainees, quite a number of them were/are our students. Plans are afoot to sign an MOU with "All Assam Amateur Muaythai Association". Accordingly, two classes will be allotted in the routine for each class in a week from the next academic session.

Provide the weblink of the institution

<https://ckbcc.org/index.php/institutional-distinctiveness>

### 8.Future Plans of Actions for Next Academic Year

Chandra Kamal Bezbaruah Commerce College has been a beacon of light to various students intending to study commerce, as it is the only full-fledged college offering commerce education in the district. The college prepares its future plans of action keeping the expectations of the students and other stakeholders in mind. For 2019-20, the future plans are: ? To hold Faculty Development Program on E-content Development Use of ICT. ? To hold Office Automation and Soft Skills training program for the Office Staff. ? To encourage Research Activities of Faculty. ? To organize a Talk on Gender Sensitization and Sexual Harassment. ? To organize Personality Development Career Planning Workshops. ? To motivate students to hone and augment their talents: extra-curricular and academic. ? To



encourage physical fitness in students. ? To take advantage of the location of the college. ? To further promote the relation of the institution with the society. ? To continue organizing Soft Skills Communicative English Certificate Course. ? A plan to sign an MOU with All Assam Amateur Muaythai Association is on the anvil. ? To continue observing/celebrating State and National festivals in the college campus. ? To improve inter-institutional collaboration. ? To construct a new academic building so that additional courses can be introduced. ? Plans are afoot to renovate the college office. ? To install server in the college for academic purpose and overall administration of the institution. ? To create a favorable working environment, there are plans to install centralized AC in the Office and Staff Room. ? To install a new generator as an alternative power source in the college to eliminate interruptions in academic activities and office work. ? To install a separate generator for the girls' hostel. ? To install institution's own transformer. ? To enhance the public image and goodwill of the college. ? To increase the liaison among the stakeholders like students, teachers, parents, alumni, employers, etc. ? To encourage publication among faculty members. ? To improve the standard of living and health facilities of the adopted villages of the college by organizing extension programs such as medical camps. ? To collaborate with other organizations such as Rotary, Hospitals, etc. for extension activities. ? To increase industrial interaction and industrial visits through extension lectures, etc in order to bridge the gap between classroom teaching and industrial requirements. ? To organize donation camps, blood donations, plantation drives, environment awareness events etc.