

ANNUAL QUALITY ASSURANCE REPORT: 2010-11
(AQAR)



IQAC : Kaliabor College



SUBMITTED TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

July 1, 2010 to June 30, 2011

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

I. Details of the Institution

1.1 Name of the Institution	KALIABOR COLLEGE
1.2 Address Line 1	Kuwaritol, Nagaon, Assam
Address Line 2	PIN-782137
City/Town	Kaliabor
State	Assam
Pin Code	782137
Institution e-mail address	principal@kaliaborcollege.org
Contact Nos.	Land-03672-276535/211255 Mobile-09435165486
Name of the Head of the Institution:	Dr. H. K. Chaliha
Tel. No. with STD Code:	03672-276535/211255

Mobile:

09435165486

Name of the IQAC Co-ordinator:

Raju Pokhrel

Mobile:

09435180565

IQAC e-mail address:

kaliaborcollegeiqac@gmail.com

1.3 NAAC Track ID

ASCOGN11962

1.4 NAAC Executive Committee No. & Date:

EC no. EC/34/097, Dated November 04, 2004.

1.5 Website address:

www.kaliaborcollege.org

Web-link of the AQAR:

www.kaliaborcollege.org/AQAR=2010-11

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	80	2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

25/07/2005

1.8 AQAR for the year

2010-2011

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

- i. AQAR 2005-06 submitted to NAAC on 13-06-2006
- ii. AQAR 2006-07 submitted to NAAC on 30-07-2007
- iii. AQAR 2007-08 submitted to NAAC on 07-08-2008
- iv. AQAR 2008-09 submitted to NAAC on 27-10-2009
- v. AQAR 2009-10 submitted to NAAC on 30-09-2010

1.10 Institutional Status

University

State

Central

Deemed

Private

Affiliated College	Yes	No		
Constituent College	Yes	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>
			<input type="checkbox"/>	<input checked="" type="checkbox"/>
Autonomous college of UGC	Yes	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Regulatory Agency approved Institution	Yes	No	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Type of Institution	Co-education	Men	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Urban	Rural	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Tribal	<input type="checkbox"/>	<input type="checkbox"/>
Financial Status	Grant-in-aid	UGC 2(f)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
		UGC 12B	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Grant-in-aid + Self Financing	Totally Self-financing	<input type="checkbox"/>	<input type="checkbox"/>

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	BCA & BBA								

1.12 Name of the Affiliating University (*for the Colleges*)

Gauhati University

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

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="11"/>

2.10 No. of IQAC meetings held : 02

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="01"/>	Faculty	<input type="text" value="02"/>
	Non-Teaching Staff	<input type="text" value="00"/>	Students	<input type="text" value="00"/>
	Alumni	<input type="text" value="00"/>	Others	<input type="text" value="00"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="-"/>	International	<input type="text" value="-"/>	National	<input type="text" value="-"/>	State	<input type="text" value="-"/>	Institution Level	<input type="text" value="01"/>
------------	--------------------------------	---------------	--------------------------------	----------	--------------------------------	-------	--------------------------------	-------------------	---------------------------------

(ii) Themes

Research presentation for students.

2.14 Significant Activities and contributions made by IQAC

1. Initiatives for increasing enrolment.
2. Motivation for student research.
3. Awareness program initiated for newly introduced semester system.
4. Steps initiated for job oriented courses.

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 introduce job oriented courses. 2. To intensify student research activity. 3. To inculcate moral and spiritual values among the students.	1. Steps taken for introduction of Tourism & Tourist Guidance 2. Number of student research activities considerably increased. 3. Students organized meetings on Teacher's Day to felicitate teachers and the latter delivered talks values.

* Attach the Academic Calendar of the year as Annexure. (Attached 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	00	00	00	00
PG	00	00	00	00
UG	Five	00	01	00
PG Diploma	One	00	One	00
Advanced Diploma		00	00	00
Diploma		00	00	00
Certificate	One	00	One	00
Others				
Total	06		02	00
Interdisciplinary				
Innovative				

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

Core subjects

1. English
2. Environmental studies.
3. Modern Indian Language.

Optional Subjects

1. English (major)
2. Assamese
3. Pol. Science
4. History.
5. Education
6. Economics
7. Physics
8. Chemistry

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

00	00	00	00	00	00	00	00	00	00
----	----	----	----	----	----	----	----	----	----

2.4 No. of Guest and Visiting faculty and Temporary faculty

05	00	00
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	00	23
Presented papers	Nil	06	06
Resource Persons	Nil	00	00

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

Nil

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

221

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

Computerization of examination control system.
--

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

01 Board of Study	01 Curriculum Development	00 syllabus development
-------------------	---------------------------	-------------------------

2.10 Average percentage of attendance of students

58

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	159	02	03	15	23	72
B.Sc.	23	17	17	48	00	82
B.Com.	19	00	00	16	65	81

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

The IQAC keeps track of the students performance in examinations and makes specific recommendations for teaching and learning process through notifications. It also takes note of class attendance and course coverage through contacts with the concerned departments and holds discussions with the principal and also with the staff for improvements.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	6
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	8
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	07	01	00	00
Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC notifies the faculties through notice board about call for research proposals.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	01	00	00
Outlay in Rs. Lakhs	00	3.5	3.5	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3,66,000	3,66,000	3,66,000	00
Outlay in Rs. Lakhs	3,66,000	3,66,000	3,66,000	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	00	02	10
Non-Peer Review Journals	-	05	00
e-Journals	-	00	00
Conference proceedings	-	02	00

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 Rs.	Received Rs.
Major projects	2years	ICSSR	3,50,000	3,50,000
Minor Projects	2years	UGC	3,66,000	3,66,000
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			7,16,000	7,16,000

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

- | |
|---------------------|
| 1. DST-NER Package |
| 2. DBT -NER Package |

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution Nil	Level	International	National	State	University	College
	Number	-	-	-	-	-
	Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

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

Total	International	National	State	University	Dist	College

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: Nil.

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: Nil

University level State level
 National level International level

3.24 No. of Awards won in NCC: Nil

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

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

Medical health check up camp and drinking water facilities developed at adopted school .

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	50836.4 Sqm	00	Donations, College	50836.4 Sqm
Class rooms	39	01	UGC , College, State Govt.	40
Laboratories	10	00	UGC , College, DBT	10
Seminar Halls	01	00	UGC , College, DBT.	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	15	03	UGC ,DBT	18
Value of the equipment purchased during the year (Rs. in Lakhs)	12.5	2.5	UGC ,DBT	13.00
Others				

4.2 Computerization of administration and library

Computerization of administration completed.

4.3 Library services:

	Existing	Newly added	Total
--	----------	-------------	-------

	No.	Value	No.	Value	No.	Value
Text Books	10,347	5,70,000	800	25,130	11,147	5,95,130
Reference Books	8,150	80,000	758	53,000	8908	133,000
e-Books	Nil	-				
Journals	08	3250	00	00	08	3250
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	15	02	05	03	02	05	05	05
Added	03	00	00	00	00	00	00	00
Total	18	02	05	03	02	05	05	05

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

Computer courses are provided to those students who are not computer literate.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.67
ii) Campus Infrastructure and facilities	3.25
iii) Equipments	0.3
iv) Others	00
Total :	4.22

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC recommended display of the student support services in the prospectus.

5.2 Efforts made by the institution for tracking the progression

Different committees like academic committee are constituted by the college to track the progress in different fields.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
971	00	00	100

(b) No. of students outside the state

01

(c) No. of international students

00

Men	No	%	Women	No	%
	443	45.63		528	54.37

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
548	77	47	123	00	795	648	102	67	153	01	971

ema
nd
ratio
432:
438

D

Dropout % 13

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

The College has a Career Guidance Cell which regularly arranges for coaching for major state level competitive examinations.

No. of students beneficiaries

151

5.5 No. of students qualified in these examinations

NET	00	SET/SLET	00	GATE	00	CAT	00
IAS/IPS etc	00	State PSC	00	UPSC	00	Others	44

5.6 Details of student counselling and career guidance

The career guidance cell organised five programmes for admission into different courses.

No. of students benefitted

253

5.7 Details of campus placement

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

Visited			
01	12	01	00

5.8 Details of gender sensitization programmes

NIL

5.9 Students Activities

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

State/ University level 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 Rs.
Financial support from institution	96	85,600
Financial support from government	223	604500
Financial support from other sources	03	15,000
Number of students who received International/ National recognitions	02	1,20,000

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: Drinking water facilities renovated.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Motto:

Knowledge with values

Vision:

To make it a rural institution of excellence

Mission:

- *To create morally and culturally strong human resources with defined skill and competencies who will be useful members of the society and be for the service of the Nation.*
- *To provide opportunity for quality higher education to the deprived and marginalized section of the society in this rural area.*
- *To reduce the economic outflow in the form of students opting for admissions in institutes outside the area and state.*

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

The college has to abide by the curriculum framed by the parent university and participates so far possible when called by the university.

BSW syllabus was prepared by the Political Science department.

6.3.2 Teaching and Learning

A routine is prepared in the beginning of the session for smooth running of the classes. The college plans for a judicious mixture of projects, study tours and self learning for the students.

6.3.3 Examination and Evaluation

The college plans its internal examinations well ahead. For the university examinations, the college constitutes specific boards for each examination.

6.3.4 Research and Development

The college plans to increase enrollment of faculty members for PhD programme.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Phase wise ICT facilities for all large classrooms are planned to be completed by next year.

6.3.6 Human Resource Management

The principal in consultation with the IQAC envisages a scientific distribution of work assignment.

6.3.7 Faculty and Staff recruitment

The college takes steps to appoint the vacant permanent faculty and staff positions immediately on creation of the vacancies. The deficit is filled up by contractual and part time appointment.

6.3.8 Industry Interaction / Collaboration

The college planned to start a course on Small Tea Garden Management in collaboration with All Assam Small Tea Growers Association.

6.3.9 Admission of Students

Proper advertisement in print and electronic media is one of the strategies to attract good students. The admission procedure is open in the form of arrangement where the candidates are allowed to assemble in an admission hall and called for verification of their documents, and seat allotment is made on the basis of merit.

6.4 Welfare schemes for

Teaching	02
Non teaching	01
Students	03

6.5 Total corpus fund generated: 1

NIL

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		Yes	Principal
Administrative	No		No	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Does not arise.

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

Does not arise.

6.11 Activities and support from the Alumni Association

Nil

6.12 Activities and support from the Parent – Teacher Association

Nil.

6.13

Workshop for college librarians on library automations organised.

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

Plantation programmes held.

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.

Compulsory library attendance for major students.

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

Increase in the number of class rooms.

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

1. Book fair.
2. Organization of Science talent search Examination

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

7.4 Contribution to environmental awareness / protection

Tree plantation programmes were organised .

7.5 Whether environmental audit was conducted? Yes No

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

8. Plans of institution for next year

1. Increase in adequate number of classrooms.
2. Renovation of classrooms
3. Renovation of Laboratories.
4. Organising one workshop



M.R.K.Reddi

Coordinator, IQAC



Dr. H.K.Chaliha

Chairperson, IQAC

Annexure (i)

Analysis of the feedback from stake holders.

Parents

1. Feed back from the parents went in favour of extending facilities in classrooms.
2. There should be some flexibility in defining College Uniform for female students.
3. Parents suggested for increase in poor students fund.

Students

1. The students requested for internet facilities in the library.

Annexure (ii)

Best Practice No 1

1. Title of the Practice: Annual Book Fair at College campus

2. Goal

To increase familiarity of the students with books. To cultivate reading habits of the students.

3. The Context

Non-availability of good books is a big problem in this rural area.

4. The Practice

Every year a book fair is organized in the college. Students and faculty members get opportunities to procure books of own interest in the campus itself. The College library purchases a good numbers of books from such fairs.

5. Evidence of Success

The purchase of books has increased significantly among students every year.

6. Problems Encountered and Resources Required:

Adequate fixed space for the annual event was necessary.

7. Notes (Optional):

8. Contact Details:

Name of the Principal: Dr. H. K Chaliha

Name of the Institution: Kaliabor College

City: Kaliabor

Pin Code: 782137

Accredited Status: B++ in 1st cycle.

Work Phone : Fax: 03672-276535

Website: www.kaliaborcollege.org

E-mail : principal@kaliaborcollege.org

Mobile: 09435165486

Best Practice No 2

1. *Title of the Practice:* Organization of Science Talent Search Examination

2. *Goal:*

To attract young minds towards science as a career.

3. *The Context:*

There is no such examination in vogue in the entire district.

4. *The Practice:*

Science talent search examination is organized every year for attracting students from nearby districts. The competition is organised for students from 10th standard to 12th standard. Cash prizes are awarded.

5. *Evidence of Success:*

The enrolment in science stream has increased significantly.

6. *Problems Encountered and Resources Required*

No separate financial resources available in the college for organising the event.

7. *Contact Details:*

Name of the Principal: Dr. H. K. Chaliha

Name of the Institution: Kaliabor College

City: Kaliabor

Pin Code: 782137

Accredited Status: B++ in 1st cycle.

Work Phone : 03672-276535 *Fax:*

Website: www.kaliabor.org

E-mail : principal@kaliaborcollege.org
