

ANNUAL QUALITY ASSURANCE REPORT: 2011-12
(AQAR)



IQAC : Kaliabor College



SUBMITTED TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

July 1, 2011 to June 30, 2012

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:

Mr. 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=2011-12

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

2011-2012

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

-

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

√

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other

1. DST-NER Package

2. DBT- NER Package

3. DBT- Biotech HUB

UGC-COP Programmes

√

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

00

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held : 02

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Preparation for 2nd cycle of assessment.

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. Preparation for 2 nd cycle of assessment	1. Work done.

* 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	Six	00	Four	00
PG Diploma	One	00	One	00
Advanced Diploma		00	00	00
Diploma		00	00	00
Certificate	One	00	One	00
Others				
Total	08		05	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
9. Mathematics
10. Botany
11. Zoology

12. Statistics.
13. Biotechnology.
14. Commerce
15. Accountancy
16. Management.

Open Courses

1. All courses under K. K Handiqui State Open University
2. All courses of Institute of Distance and Open Learning (IDOL), Gauhati University.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	BA, B.Sc., B.Com, BBA, BCA
Trimester	-
Annual	-

1.3 Feedback from stakeholders*
(On all aspects)

Alumni Parents Employers Students

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

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

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

Nil

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
54	31	22	00	00

2.2 No. of permanent faculty with Ph.D.

04

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	0	00	00	00	00	00	00	00	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

20	00	00
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	12	13
Presented papers	Nil	08	09
Resource Persons	Nil	00	00

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

Teaching aids like LCD projectors and Smart Boards are put to use more vigorously.

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

238

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

Self evaluation of answer scripts by students in class examinations.

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

03 Curriculum Development

02 syllabus development

2.10 Average percentage of attendance of students

61

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.	139	1.4	03	61	27.6	93
B.Sc.	28	7	7	53	00	67
B.Com.	21	4.7	4.7	63.6	19	92

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	13
UGC – Faculty Improvement Programme	02
HRD programmes	00
Orientation programmes	10
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	02
Others	03

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 initiates Teachers Seminars to motivate research works.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	01	00	00
Outlay in Rs. Lakhs	00	4.00	4.00	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	04	04	04	00
Outlay in Rs. Lakhs	5.30	5.30	5.30	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	05	08
Non-Peer Review Journals	0	06	00
e-Journals	0	00	00
Conference proceedings	0	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 In Rs.	Received In Rs.
Major projects	2years	DRL	4,00,000	4,00,000
Minor Projects	2years	UGC	5,30,000	5,30,000
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			9,30,000	9,30,000

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. DBT-Biotech HUB

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 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

00
00

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

00

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

JRF 00 SRF 00 Project Fellows 00 Any other 00

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 18
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 :

Awareness programme on blood donation organised . Talks on Mental Health & Hygiene were conducted.

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 Fund	50836.4 Sqm
Class rooms	40	02	UGC , College Fund, State Govt.	42
Laboratories	10	00	UGC , College Fund, DBT	10
Seminar Halls	01	00	College	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	25	03	UGC ,DBT	28
Value of the equipment purchased during the year (Rs. in Lakhs)	42.5	4.95	UGC ,DBT	7.25
Others	-	-	-	-

4.2 Computerization of administration and library

Completed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20,350	67,00000	1,500	350230	21,850	7050230
Reference Books	12,250	120560	1258	12,0000	13,308	240560
e-Books	Nil	-	-	-	-	-
Journals	08	3250	02	780	10	4030
e-Journals	Nil	-	-	-	-	-
Digital Database	Nil	-	-	-	-	-
CD & Video	Nil	-	-	-	-	-
Others (specify)	Nil	-	-	-	-	-

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35	02	06	07	02	15	17	00
Added	10	01	02	00	00	00	00	00
Total	45	03	09	07	02	15	17	00

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	0.25
ii) Campus Infrastructure and facilities	1.75
iii) Equipments	0.5
iv) Others	00
Total :	2.5

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 and on display boards at important locations in the campus.

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
1494	00	00	00

(b) No. of students outside the state

01

(c) No. of international students

00

Men	No	%	Women	No	%
	714	47.79		780	52.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
648	102	67	153	01	971	1151	117	72	153	01	1494

Demand ratio 450:440 Dropout % 33

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

250

5.5 No. of students qualified in these examinations

NET	<input type="text" value="00"/>	SET/SLET	<input type="text" value="00"/>	GATE	<input type="text" value="00"/>	CAT	<input type="text" value="00"/>
IAS/IPS etc	<input type="text" value="00"/>	State PSC	<input type="text" value="00"/>	UPSC	<input type="text" value="00"/>	Others	<input type="text" value="24"/>

5.6 Details of student counselling and career guidance

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

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
<input type="text" value="00"/>	<input type="text" value="00"/>	<input type="text" value="00"/>	<input type="text" value="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 In Rs
Financial support from institution	93	1,14,500
Financial support from government	288	8,42,610
Financial support from other sources	07	35,000
Number of students who received International/ National recognitions	01	60,000

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

Short term computer courses for students.

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 Institution has included research endeavours within its top priorities. The faculty members are encouraged to apply for research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college plans to construct a seminar hall with all facilities for multiple uses.

6.3.6 Human Resource Management

The principal holds regular discussions with teaching and official staff for ensuring proper assignment of various workloads. Faculty members are engaged in different areas on the basis of their aptitude and expertise in the concerned fields.

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

Keeping in view the importance of skill based education and job market wherever applicable, the college takes initiatives for industry collaborations.

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 an open one.

6.4 Welfare schemes for

Teaching	02
Non teaching	01
Students	03

6.5 Total corpus fund generated

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		No	
Administrative	No		No	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

There is no Parent-Teacher Association in the college. However, the college involves parents in different occasions, and parent meetings to seek their suggestions and opinions.

6.13 Development programmes for support staff

Computer training programme was organized.

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

Plantation programmes outside the college were undertaken.

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.

Frequent student seminars were organised in which students were asked to prepare talks based on their courses. This kind of initiatives prompted the students to come in touch with teachers and discuss their related matters.

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

1. Proposals for vocational courses submitted.

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

7.4 Contribution to environmental awareness / protection

Two Tree plantation programmes were conducted .

7.5 Whether environmental audit was conducted? Yes No

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

It is being observed that the economic background of the students is preventing them from having an active participation in the teaching learning process.

8. Plans of institution for next year

1. Renovation and construction of new class rooms.Introduction of new vocational programmes.
2. Conducted two seminars related to quality.



M. R.K. Reddi

Coordinator, IQAC



Dr. H.K. Chaliha

Chairperson, IQAC

Analysis of the feedback from stake holders.

Parents

1. Feedback from the parents went in favour of introducing more vocational courses.
2. There should be some flexibility in application of College Uniform for female students.
3. They asked for simplification of fee collection procedure during admissions.

Students

1. The students strongly suggested for provisions for more safe drinking water outlets.
2. They suggested for increasing plantations in the campus.
3. They asked for uninterrupted power supply in the hostels.

Best Practice No 1

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

2. Goal

To make students familiar with books and cultivate reading habits.

3. The Context

Non-availability of good books is a chronic 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

Students are now in the habit of buying books.

6. Problems Encountered and Resources Required

Adequate fixed space for the annual 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: -----

Work Phone : Fax: 03672-276535

Website: www.kaliaborcollege.org

E-mail : principal@kaliaborcollege.org

Mobile: 09435165486

Best Practice No

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

2. *Goal:*

To attract young minds towards science and technology.

3. *The Context*

There is no such talent search examination conducted 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. *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 the 1st cycle of accreditation.

Work Phone : 03672-276535 Fax:

Website: www.kaliaborcollege.org

E-mail : principal@kaliaborcollege.org
