

Annual Quality Assurance Report (AQAR) of Abhayapuri College Session-2015-16



NAAC Track ID: ASCOGN11897
EC No: EC(SC)/11/A&A/12January/19,2016

Submitted by IQAC:
Abhayapuri College
PO-Abhayapuri
Dist- Bongaigaon (Assam)
PIN-783384

The Annual Quality Assurance Report (AQAR) of the IQAC

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, specially 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. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part-A

1. Details of the Institution:

- 1.1. Name of the Institution : ABHAYAPURI COLLEGE
1.2. Address Line 1 : PO- ABHAYAPURI
Address Line 2 : DIST- BONGAIGAON
City/Town : ABHAYAPURI
State : ASSAM
PIN Code : 783384
Institution e-mail Address : ABHCOLLEGE@REDIFFMAIL.COM
Contact Nos. : 03664-281424, 9435121757, 9435121720
Name of the Head of the Institution : Dr. SADANANDA NATH
Tel. no. with STD code : 03664-281424
Mobile : 9435121757
Name of the IQAC Coordinator : Dr. RAJESH TIWARI
Mobile : 9435121720
IQAC email Address : aciqac1955@gmail.com
1.3 NAAC Track ID : ASCOGN11897
1.4 NAAC Executive Committee No. & Date : EC (SC)/11/A&A/12 January 19, 2016
1.5 Website Address : www.abhayapuricollege.org
Web-link of AQAR :
1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity period
1.	1 st Cycle	B	70.05	2004	5 years
2.	2 nd Cycle	B	2.5	2016	2021
3.	3 rd Cycle				
4.	4 th Cycle				

- 1.7 Date of Establishment of IQAC : 05/11/2004
1.8 AQAR for the Year : 2015-16

1.9 Details of the previous years' 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 _____ (DD/MM/YYYY)
 ii) AQAR _____ (DD/MM/YYYY)
 iii) AQAR _____ (DD/MM/YYYY)
 iv) AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous College of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education man woman

Urban Rural Tribal

Financial status Grant-in-aid UGC 2(f) UGC 12(B)

Grant-in-aid + Self Financing Totally Self Financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

B.VOC. (IT & TTM), BFSI
 In Distance Mode: The College has KKHOU (Krishna Kant Handique Open University) study Centre & IDOL Contact Centre.

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 Programme

Any other (Specify)

UGC-COP Programme

2. IQAC Composition and Activities

2.1 No. of Teachers : 11 (Eleven)

2.2 No. of Administrative/Technical Staff : 02 (Two)

2.3 No. of students : 01 (One)

2.4 No. of Management representatives : 01 (One)

2.5 No. of Alumni : 01 (One)

2.6 No. of any other stakeholder and
Community representatives : 01 (One)

2.7 No. of Employees/Industrialists : 02 (Two)

2.8 No. of other External Experts : 01 (One)

2.9 Total no.of members : 20 (Twenty)

2.10 No. of IQAC meeting held : 10 (Ten)

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 Seminar and Conferences. (only quality related)

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

Total Nos International National State Institutional Level

(ii) Themes

1. Global warming and its probable consequences in North Eastern Region of India,
2. Social Conflict and the problem of Human Trafficking in North East India
3. Contribution of Lakshminath Bezbarora to Assamese Language, Literature, Society & Culture

2.14 Significant Activities and contributions made by IQAC

The main activities of the IQAC in the year of 2015 were mainly concerned with the NAAC Peer Team visit to the college for Assessment and accreditation for cycle 2, because the college dispatched its self study Report to NAAC office on 29th December 2014, which was also prepared by the IQAC. The cell had tried its best to strengthen the Coordination among different stakeholders of the college so that the peer team did not feel any difficulty to validate the SSR. Moreover, the cell encouraged the different departments and units of the college to take various programmes for up gradation of its overall quality and holistic development of the students. The IQAC also placed various proposals/ suggestions before the authority relating infrastructure and academic upliftment of the institution.

The college was visited by NAAC peer team from November 5-7, 2015. It is the pleasure for whole the college family while recording that the NAAC peer Team visit to the college was well – organized and grand success, and the college was able to earn 'B' Grade with CGPA 2.5

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To conduct the second cycle of NAAC visit	NAAC Peer team visited the College on- November 5-7, 2015
To organize National Level Seminar	Three national Seminars were organized.
Gap Analysis based on previous NAAC accreditation Report.	Teaching & Learning process was improved.
Regular analysis based on quality indices are prepared by IQAC.	The indices made a good impact in improving the attendance.
To publish at least three books.	Three books were published with ISBN.
To make the College digitalized by installing College Automation Software	The College Automation Software is being developed.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body | Yes No
 Management Syndicate Any other body

Provide the details of the action taken

The proposed plan of action has been placed before IQAC for discussion and approval. The AQAR has been scrutinised and approved for implementation

Part-B Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of Programme added during the year	Number of self financing programmes	Number of value added/Carrer Oriented programmes
Ph.D.				
PG				
UG	02			01
PG Diploma			01	
Advanced Diploma	03			
Diploma	03			
Certificate				
Others	02			
Total	10		01	01

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes

Pattern	Number of programmes
Semester	5
Trimester	-NIL-
Annual	-NIL-

1.3 Feedback from Stackholders Alumni Parents Employees Students
 (On all aspects)

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

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

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

-NIL-

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

B.VOC. (IT) & B.VOC. (TTM), BFSI

Criterion – II

2. Teaching, Learning and Evaluation

2.1	Total No. of Permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
		48	16	28	-	20

2.2 No. of permanent faculty with Ph.D.

2.3	No. of Faculty Positions Recruited (R) and Vacant	Asst. Professors		Associate Professors		Professors		Others		Total	
		R	V	R	V	R	V	R	V	R	V
		--	04	--	--	--	--	20	--	20	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	--	--
Presented papers	2	9	--
Resource Persons	--	--	--

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

1. Class rooms are provided with LCD projectors e-learning resources to students.
2. Computer aided teaching : ICT enabled teaching from 1st year Interactive sessions by conducting group discussions, quiz etc.
3. Guest lectures by eminent academician /resource persons from reputed institutions/industry.
4. Students can access Digital Library.
5. Encouraging students for participating in internship programs in industry.

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

251

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

Re-evaluation has been allowed to the students if, there are any.

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

-NIL-	-NIL-	-NIL-
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2.10 Average percentage of attendance of students

76

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.	456	1%	15%	56%	9%	81%
B.SC.	57	-	20%	49%	8%	77%

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

IQAC has prepared a roadmap to improve the quality standards in Teaching and Learning.

IQAC continually monitors and evaluates Teaching –Learning process by:

1. Analysing results and suggesting measures for improvement.
2. Analysing student’s feedback and suggesting HODs to take measures.
3. Monitoring the student and staff attendance on daily / monthly basis.
4. Organizing Seminars
5. Generating quality indices on diverse teaching-learning parameters in order to specify lag and lead indicators that help further improvement and corrections.
6. Conducting regular internal meetings with the Management, Principal, and Heads of the Departments for continuous inputs and sharing the analysis reports.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	No of Vacant Positions	Number of Permanent positions filled during the year	Number of positions filled temporarily
Administrative Staff	18	04	-	03
Technical Staff	--	--	-	02

Criterion – III

3. Research, Consultancy and Extension

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

1. The IQAC monitors activities of the Research and Publication Cell which encourages the Faculty Members to avail FIP Scheme leading to PhD Degree.
2. The IQAC organizes inter departmental Seminars where Faculty Members present papers which promote Research Climate in the institution. The IQAC plans to introduce Seminars for students where students will present paper in presence of a Resource Person.
3. The IQAC encourages the faculty members and Students for in-house project by providing some financial help.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-NIL-	-NIL-	-NIL-	-NIL-
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	06	04	--
Outlay in Rs. Lakhs		13,60,000/-	13,60,000/-	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-NIL-	--NIL--	-NIL-
Non-Peer Review Journals	--NIL-	07	05
e-Journals	-NIL-	-NIL-	-NIL-
Conference proceedings	-NIL-	-NIL-	-NIL-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	06	UGC	13,60,000/-	13,60,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/College				
Students research projects (other than compulsory by the University)				

Any other (Specify)				
Total				

3.7 No of books published i) With ISBN No. Chapters in Edited Books
ii) Without ISBN No

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For Colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any other (Specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	-NIL-	03	-NIL-	NIL	-NIL-
	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 Fron Management of University/College
Total

3.16 No. of patents received this year	Type of Patent		Number
	National	Applied	-NIL-
		Granted	-NIL-

International	Applied	-NIL-
	Granted	-NIL-
Commercialized	Applied	-NIL-
	Granted	-NIL-

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

Total	International	National	State	University	Dist	College
-NIL-						

3.18 No. of faculty from the institution who are Ph.D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University Level	<input type="text" value="10"/>	State Level	<input type="text" value="30"/>
National Level	<input type="text" value="10"/>	International Level	<input type="text" value="-Nil-"/>

3.22 No of students participated in NCC events.

University Level	<input type="text" value="-NIL-"/>	State Level	<input type="text" value="54"/>
National Level	<input type="text" value="-NIL-"/>	International Level	<input type="text" value="-NIL-"/>

3.23 No. of Awards won in NSS

University Level	<input type="text" value="02"/>	State Level	<input type="text" value="-NIL-"/>
National Level	<input type="text" value="01"/>	International Level	<input type="text" value="-NIL-"/>

3.24 No. of awards won in NCC.

University Level	<input type="text" value="-NIL-"/>	State Level	<input type="text" value="-NIL-"/>
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National Level

-NIL-

International Level

-NIL-

3.25 No. of Extension activities organized

University forum

College forum

5

NCC

NSS

10

Any other

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

1. Blood Donation Camp by students and staff
2. First Aid training programme to students and Transport Drivers
3. Awareness Programme on Anti Ragging
4. Conducted plantation program
5. Awareness camps on social problems
6. Conducted Health camp
7. Special camps in rural villages

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	19.90 acres	--	--	19.90 acres
Class rooms	22	2	State Govt.	22
Laboratories	10	--	--	10
Seminar Halls	1	--	--	--
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others (Drawing Halls)				

4.2 Computerization of administration and library Computerisation

1. Automation of central Library is under process
2. 05 classroom has been equipped with Smart board, Projector, digital podium etc.
3. A well equipped Computer Lab Setup
4. Digital library under the state govt. Grant

4.3 Library Services:

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text books	18,563		606	89,951/-	21564	--
Reference Books	3001					
e-Books						
Journals	21	--	--	32,800/-	21	32,800/-
e-Journals	6000	--	--	--	6000	
Digital Database	SOUL 2.0					
CD & Video	25					
Others (specify)						

4.4 Technology up gradation

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	100	02	--	02	--	03	05	
Added	10							
Total	110							

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

The College has a well-equipped Computer Lab. Provision for Computer Access and internet access is open for all students, teachers and non-teaching staff in the computer lab and Central Library. The teachers and students avail the wifi facility of the Central Library for maximum use of the Library. Time to time the faculty members from the IT Departments organize training programs for the teachers and office staff to keep them updated.

4.6 Amount spent on maintenance in lakhs :

- i) ICT Rs. 80,237/-
- ii) Campus Infrastructure and facilities Rs. 2,61,196/-

iii) Equipments	Rs. 50,137/-
iv) Others	Rs. 1,19,468/-
Total	Rs. 5,11,038/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college publishes its updated prospectus annually for providing information to the new comers about the facilities of the college like library facilities, book bank facilities for poor students, and scholarships. Moreover, the website of the college also informs the new comers regarding various facilities available to the students within college campus. The IQAC also provides suggestion to the Career Counselling Cell for organising workshops and awareness programmes on latest trends in career development opportunities.

5.2 Efforts made by the institution for tracking the progression

Academic Phase:

1. Through internal assessment, Major tests and University Exam. Results.
2. Through feedback collected from the students.
3. Through guardian meeting.

Co-curricular Activities:

4. Through active participation of students in various academic, cultural and sports related activities at University level, state level and national level.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2043	--	--	--

(b) Number of students outside the state

-NIL-

© Number of International students

-NIL-

Man	No	%
	1094	53.55

Women	No	%
	949	46.45

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
810	320	50	790	03	1973	840	342	48	813	04	2043

Demand ratio: 1:40

Dropout %: 1.2 %

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

1. Financial awareness programme by Assam Gramin Bikesh Bank. 500 students opened Bank Account after this programme
2. Three days Workshop on Business correspondent/Banking Facilitators (BC/BF) by IIBM, Guwahati
3. Workshop on Data Entry Operator for IT students Financial awareness programme by SBI, Abhayapuri Branch

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS State PSC UPSC Others

5.6 Details of student counseling and career guidance

1. Spoken English Course
2. Career awareness programme.
3. Financial awareness programme by Assam Gramin Bikesh Bank. 500
4. students opened Bank Account after this programme
5. Three days' Workshop on Business correspondent/Banking
6. Facilitators (BC/BF) by IIBM, Guwahati
7. Workshop on Data Entry Operator for IT students
8. Financial awareness programme by SBI, Abhayapuri Branch

No. of students benefited

150

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
No. of Organizations Visited	No. of Students Participated	No. of Students Placed	No. of Students Placed
--	--	--	--

5.8 Details of gender sensitization programmes

1. Gender sensitization is taken into account right from admission to equity action plan so as to ensure a balanced ratio between male-female.
2. Institutional Women Cell is instrumental in dealing with issues if any
- 3 The equity factor is evident at objective of the institution in treating everyone Equally

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 Scholarship and Financial support

	No. of Students	Amount
Financial support from Institution	-NIL-	
Financial support from Government	-NIL-	
Financial support from other sources	-NIL-	
No. of students who received International/National recognition	-NIL-	

5.11 Student organized/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: -NIL-

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To impart holistic and progressive education with a view to mould student's into competent, confident and responsible citizens ingrained with high moral and cultural values.

Mission:

To impart higher education up to postgraduate level by using contemporary teaching learning in both formal and Distance learning mode

To offer a host of career oriented and vocational courses including computer courses so as to equip students to confidently face competition and the growing demands of fast changing job market.

To develop a scientific temperament and instill humanitarian values in young minds

To raise awareness and empathy among students towards the problems of their society through extension education programs of the college. To work towards all round development of the students through regular Personality Development Programs, soft skill training, seminars and co-curricular activities aim to bring out their best and to give them an edge over others.

6.2 Does the Institution has a management Information System :

The Office Automation System is under process.

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

6.3.1 Curriculum Development

The college has absolutely no autonomy to introduce new programmes relating to curriculum.

6.3.2 Teaching and Learning

Students are selected for admission on merit basis. Regularity of the classes is monitored by the college authority. To assess the knowledge and skills of the students, unit test, terminal and test examinations are held regularly and weak students are given remedial coaching. Advance learners are encouraged to work ahead by personal 18crutinize and guidance, home assignment and library works. The college also supplements the lecture method of teaching with personal guidance, home assignment, field study, audio-visual and practical demonstration, library work and

class room interaction. The students are also communicated about the evaluation method at the beginning of the year. The examination committee of the college monitors the overall performance of the students through different tests and examinations. To serve the greater interest of the students the college appoints temporary and contractual teachers.

6.3.3 Examination and Evaluation

The IQAC prepares and publishes the college academic calendar at the beginning of the year in which the schedules of internal examinations like unit tests, class tests, and practical tests are laid out. Accordingly, the College Home Examination Board conducts the internal examinations and the concerned departments set question papers of all the internal examinations and the answer scripts are evaluated. Besides, the students' knowledge and skills are tested through group discussions, talks, field study etc. The question papers for the final examinations are set by the University and provided to the colleges. The college conducts the final examination as per the University programmes maintaining strict discipline and confidentiality.

6.3.4 Research and Development

The college authority encourages the faculty members to pursue research works like Ph.D., M.Phil, Minor Projects, Major Projects and allows to participate in Seminars and Workshops. During the session 2015-16, three faculty members from the College have been pursuing Ph.D. A number of faculty members participated and presented papers in National and International Seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library created its resources Database and provided Online Public Access Catalogue (OPAC) through which users can be accessed from any of the computer connected in the LAN can know the status of the book.
2. The College Library is subscribing online e-books and e-journals databases as per the requirement of the institute.
3. An exclusive Server with Content Management Software for e-learning is provided in the Library. This provides access to staff and students to e-learning resources.
4. For the effective utilization of resources, Information Literacy training programs are conducted for the staff and students.

6.3.6 Human Resource Management

1. Self Performance appraisal system is followed.
2. Workshops are organized to train the faculty and staff to update their knowledge.
3. IQAC creates awareness among faculty on quality in teaching learning etc...
4. Grievance redressal cell address issues of the students
5. Departmental Promotion Committees scrutinizes the eligibility of teachers for promotion to higher grades and forwards its resolution to the G.B.

6. College authority makes arrangements to pay the contractual staff

6.3.7 Faculty and Staff recruitment

The teaching posts are generally created by the Govt. of Assam taking into consideration the necessity of the colleges as per staffing pattern set by the University. However, the college has the freedom to appoint the lecturers on Ad-hoc or temporary basis. The college makes payment to these teachers from its internal resources.

6.3.8 Industry Interaction / Collaboration

The process of Industry collaboration is going on.

6.3.9 Admission of Students

1. The college has well designed prospectus showing the programmes available, admission rules, Fee structure, academic calendar, financial aid, names of the teaching and non-teaching staff etc. along with college website.
2. There is an admission committee who scrutinizes the eligibility for admission of students.
3. The process of student admission has been computerised.
4. Admission tests for students offering major in different subjects are held after one month of admission in order to assess the ability of the students for their continuance in respective subjects.

6.4	Welfare schemes for	Teaching	The College has a Thrift Society(in the process of Registration under Assam Thrift Society's Act) in which faculty members contribute on monthly basis. The society is managed by a committee. The Thrift Society offers loan facilities at minimum interest rate. The notable contribution of the Thrift Society is that it extends financial help to faculty members not only of its own college but also to those college teachers who approach for help from the society.
		Non teaching	The Non-teaching staff has a welfare society which is contributory. Monthly contribution is collected by the Secretary of the society. The non-teaching staff can avail loan from the society. The fund is also used for welfare of the retired colleagues
		Students	The college provides all the scholarships due to students from the government. Besides government other scholarships mend for students are disbursed as soon as the college receives it.

6.5 Total corpus fund generated

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				
Administrative	Yes	Govt. Auditor	Yes	Chartered Accountant

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

For UG Programme Yes No

For PG Programme Yes No

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

As the college is affiliated to G.U., so, it is bound to follow all the rules and regulations set by the university regarding examinations. So, there is no scope of the college to take part in reforming the examination system.

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

Since the college is affiliated to Gauhati University, it has to follow the mandate and guidelines laid down by the University.

6.11 Activities and support from the Alumni Association

Different activities like plantation programme in the college campus and Book donation in the Central Library, donation of Table Tennis Board in the girls common room was done by Alumni Association in the year 2015

6.12 Activities and support from the Parent – Teacher Association

-Nil-

6.13 Development programmes for support staff

1. A workshop was organized in the theme “ College Manegement”, Resource person Mr. M. Kakati, Registrar, DHE
2. One official staff member (Mr. M. Chakraborty) train up by Xinet Guwahati

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

The College has a Eco Club which organizes programmes to aware the students as well as the employees of the College about the need of maintaining a clean and green environment. The College organises awareness programmes and rallies regarding the environmental issues time to time.

Like every year, the College observed World Environmental Day on 5th June in this year too where both faculty members and students participated. Students are strictly suggested to use dustbins for keeping waste materials.

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.

1. The college constructed a new building and installed three interactive Boards in the class rooms.
2. One new Seminar Hall was constructed in the new building with modern ICT facilities and furnitures

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

1. NAAC Peer team visited the College on- Novemver 5-7 2015
2. Three national Seminars were organized.
3. Teaching & Learning process was improved.
4. The indices made a good impact in improving the attendance.
5. Three books were published with ISBN.
6. The College Automation Software is being developed.
7. A new building funded by State Govt. was constructed with two smart class rooms and one big Seminar Hall.

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

1. Decentralization of administration by different committees constituted by

college authority
2. Receiving feedback from students and action taken on this feedback.

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

7.4 Contribution to environmental awareness / protection

1. Green audit is done.
2. Plantation programmes were organized in different occasions like world Environmental Day, College Foundation Day etc.
3. Sachha bharat programme was organized.

7.5 Whether environmental audit was conducted? Yes No

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

Strength:
1. The college is Centrally located
2. Qualified and energetic staff
3. Meritorious Students select the college for further study.
4. Enrollment of students are increasing every year

Weakness:
1. Shortage of classroom buildings
2. Lack of required number of faculty in sanctioned posts
3. Inadequate infra-structure facility
4. Laboratory infrastructure needs improvement.

Opportunity:
1. The college is in a position to introduce PG Courses in some subjects
2. The unutilized wet and high land of the college can be utilized for resource generation

Threats:
1. Private colleges are coming up with better infrastructure.
2. The recruitment process of vacant posts by the Govt. are not done in due time, as a result the college may face dearth of teachers in near future.
3. For a long time no additional sanctioned posts are granted to college in spite of repeated written request by the Authority of the college.

8. Plans of Institution for next year

1. Students' Mentoring
2. Autonomy to Departments to organize student oriented programmes
3. Vision document of the college.

4. Annual memorial lecture

Name: Dr. RAJESH TIWARI

Name: Dr. SADANANDA NATH

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Annexure-1

Feedback Analysis

Session: 2015-16

Feedback from students were received and it was analysed by the IQAC. It was discovered that most of the students suggested for teaching through new methodology i.e. instead of traditional lecture delivering system to new innovative system like classes based on Power Point presentation.

The students also suggested that efforts ma be made so that the entire college campus comes under wi-fi coverage.

Annexure-2

ABHAYAPURI COLLEGE: ABHAYAPURI

P.O.- Abhayapuri, Dist.- Bongaigaon (Assam)

Website : Abhayapuricollege.org:: Emailabhayapuricollege@rediffmail.com

Academic Calendar' 2015-16 (From July' 2015 to June' 2016)

A. Working Days and Class Days

Months	Working Days	Class Days
July' 2015	1-5, 6-11, 13-17, 20-25, 27-31	Summer vacation
August' 2015	1, 3-8, 10-14, 17-22, 24-29, 31	1, 3-8, 10-14, 24-29, 31
September' 2015	1, 3-4, 7-12, 14, 16-19, 21-24, 26, 28-30	1, 3-4, 7-12, 14, 16-19, 21-24, 26, 28-30
October' 2015	1,3, 5-10, 12-17, 28-31	1,3, 5-10, 12-17, 28-31
November' 2015	2-7, 9, 12-14, 16-21, 23-24, 26-28, 30	2-7, 9, 12-14, 16-21, 23-24, 26-28, 30
December' 2015	1-5, 7-12, 14-19, 21-24, 26, 28-31	1-5, 7-12, 14-19, 21-24, 26, 28-31
January' 2016	1-2, 4-9, 11-13, 16, 18-23, 25, 27-30	11-13, 16, 18-23, 25, 27-30
February' 2016	1-6, 8-13, 15-20, 22-27, 29	1-6, 8-13, 15-20, 22-27, 29
March' 2016	1-5, 7, 9-12, 14-19, 21-22, 26, 28-31	1-5, 7, 9-12, 14-19, 21-22, 26, 28-31
April' 2016	1-2, 4-9, 11-16, 18-23, 25-30	1-2, 4-9, 11-16, 18-23, 25-30
May' 2016	2-7, 9-14, 16-20, 23-28, 30-31	2-7, 9-14, 16-20, 23-28, 30-31
June' 2015	1-4, 6-11, 13-18, 20-25, 27-30	1-4, 6-11, 13-18, 20-25, 27-30

B. Summary

Odd Semester (From July' 2015 to December' 2015)	Even semester (from January' 2016 to June' 2016)		
Class Days	88 days	Class Days	96 days
Election	01 days	College week	06 days
Study leave	03 days	Study Leave	03 days
End Semester Exam	15 days	End Semester Exam	15 days
End semester Evaluation	15 days	End Semester Evaluation	15 days
Holidays (including Sundays)	40 days	Holidays (including Sundays)	37 days
Summer vacation	31 days	Semester Break	10 days
Total	184 days	Total	182days

C. Examination Schedule' 2015-16

Examination	Odd Semester	Even Semester
Sessional Exam' 2015-16	Be completed before Durga Puja Vacation	Be completed by 1 st Week of April' 2016
End Semester Exam' 2015-16	Be Completed by 15 th	Be completed by 15 th June' 2016

D. Important Academic Events' 2015-16

- Admission to 1st Semester classes be completed by 31st July 2015.
- Commencement of Odd Semester classes from 1st August' 2015.
- Students Union Election of the college within two months of completion of the admission
- Publication of college Magazine before Durga Puja Vacation
- Educational Field Trip be arranged in the month of October' 2015
- Evaluation of Answer Scripts of Odd Semester exam be completed by 31st December' 2015
- Commencement of even semester classes from 16th January 2016
- Annual sports cum college week to be held in last week of January' 2016
- Evaluation of Answer Scripts of even Semester exam be completed by 30th June' 2016

E. Occasions/ Festivals' 2-15-16

- Librarians day-12th August' 2015
- College Foundation day-13th August' 2015
- Independence day 15th August' 2015
- Freshmen social- 3rd week of August' 2015
- Tithi of Srimanta Sankardeva-2nd September' 2015
- Viswakarma Puja-18th September 2015
- NSS Day- 24 September' 2015
- NCC Day 29th November' 2015
- AIDS Day 1st December' 2015
- Seminar on Propheet Mohammad – 24th December' 2015
- Silpi Divas – 17th January' 2016
- Saraswati Puja – 13th February' 2016
- Republic Day-26th January 2016
- National Science Day -28th February 2016
- World women day 8th March' 2016
- World Environment day - 5th June' 2016

F. Other Activities

- ✓ Interdepartmental Seminar (Organized by Research, Publication and Faculty improvement committee)
 - 22nd August' 2015
 - 19th September' 2015
 - 24th October' 2015
 - 28th November' 2015
 - 16th January' 2016
- ✓ Workshop on Article Writing (Organized by editorial Board)
 - 19th August' 2015
- ✓ Social Service Drive (organized by NCC)
 - 17th October'2015
- ✓ Popular Talk (Organized by Science Forum)
 - 12th January' 2016
- ✓ Cultural workshop (organized by Cultural Committee)
 - 27th January'2016