

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

BISWANATH COLLEGE

1.2 Address Line 1

Biswanath Chariali

Address Line 2

Sonitpur

City/Town

Biswanath Chariali

State

Assam

Pin Code

784176

Institution e-mail address

bcollege1960@gmail.com,
principal@biswanathcollege.in

Contact Nos.

9435183747; 9707027440

Name of the Head of the Institution:

Dr. Balin Hazarika

Tel. No. with STD Code:

03715-222024

Mobile:

9707027440

Name of the IQAC Co-ordinator:

Amorjyoti Borthakur

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	71.00	2004	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

1.8 AQAR for the year (for example 2010-11)

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 2009-10 submitted to NAAC on 28-06-2014
- ii. AQAR 2010-11 submitted to NAAC on 28-06-2014
- iii. AQAR 2011-12 submitted to NAAC on 28-06-2014
- iv. AQAR _____ Nil _____ (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 Men Women

Urban Rural Tribal

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

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)

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="text" value="0"/>		
University with Potential for Excellence	<input type="text" value="0"/>	UGC-CPE	<input type="text" value="0"/>
DST Star Scheme	<input type="text" value="0"/>	UGC-CE	<input type="text" value="0"/>
UGC-Special Assistance Programme	<input type="text" value="0"/>	DST-FIST	<input type="text" value="0"/>
UGC-Innovative PG programmes	<input type="text" value="0"/>	Any other (<i>Specify</i>)	<input type="text" value="0"/>
UGC-COP Programmes	<input type="text" value="0"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="13"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="4"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="26"/>
2.10 No. of IQAC meetings held : 4	

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

- Preparation of the academic calendar.
- Regular classes and periodic evaluation for completion of syllabus on time is ensured.
- Remedial teaching and coaching for entry into services done.
- Provision of value-based education through the Value Education cell.
- Research committee formed for monitoring research activities of the faculties.

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
<ul style="list-style-type: none"> • Documentation of data and records • Organizing remedial classes • Self-appraisal from faculty members • Distribution of BPL stipends • Educational excursions from different departments planned • Ragging-free zone 	<ul style="list-style-type: none"> • Documentation process started • Remedial classes arranged • Self-appraisals procured • BPL stipends distributed • Several Departments went on excursions as part of educational projects • Ensured that no ragging takes place within the campus taking into confidence the Faculty and the Students' Union.

* 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

NA

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	0	0	0	0
PG	0	0	0	0
UG	4	3	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	1	0	1	1
Others	0	0	0	0
Total	5	3	1	1
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	7
Trimester	0
Annual	4

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

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

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

NO

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

Department of Commerce opened from the current session.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
58	32	25	0	1

2.2 No. of permanent faculty with Ph.D.

9

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
2	0	0	6	0	0	0	0	2	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

0
0
15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	6	0
Presented papers	0	6	0
Resource Persons	0	1	1

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

- Active learning is emphasized.
- Role-playing and micro-teaching methods are applied.
- Group discussion, seminars are organised.
- Field visits are taken up.

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

195

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

Nil

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

0
1
2

2.10 Average percentage of attendance of students

83%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	330	2.12	4.24	39.09	27.27	70.60
BSc	45	13.3	20.0	28.88	20.0	80.00

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

- Involves in preparing the academic calendar
- Prepares the class routine
- Prepares the teaching plan
- Suggests authority as and when required

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	6
UGC – Faculty Improvement Programme	2
HRD programmes	0
Orientation programmes	3
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
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	16	1	1	12
Technical Staff	11	2	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- Research committee is formed for monitoring research activities of the faculty.
- Faculty members are encouraged to pursue doctoral research programmes under UGC FIP.
- Help extended in preparing MRP proposals.
- Participation in seminars, conferences, workshops promoted and publications encouraged.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	0	1	2
Outlay in Rs. Lakhs	3,70,000.00	0	1,35,000.00	3,05,000.00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	16	0
e-Journals	0	0	0
Conference proceedings	0	13	11

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	0	0	0	0
Minor Projects	18 months	UGC	1,35,000.00	1,05,000.00
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
Total	18 months	UGC	1,35,000.00	1,05,000.00

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from:

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

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	0	2	0	0	1
Sponsoring agencies	NA	UGC	NA	NA	College

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	35.50	From Management of University/College	0.16
Total	35.66		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	Dist	College
1	0	0	0	1	0	0

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

1

1

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

0

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

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level	0	State level	5
National level	4	International level	0

3.22 No. of students participated in NCC events:

University level	0	State level	9
National level	0	International level	0

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="1"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="2"/>	Any other	<input type="text" value="0"/>

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

- Fruits and clothes distributed and meal offered at the North East Handicapped School.
- Voluntary Blood Donation Camp organised by Mobile unit of Assam State Aids Control Society held on 10.11.2011.
- Voluntary Blood Donation Camp organised by Red Cross Society, Biswanath Chariali held on 20.03.2012.

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	23.72 acre	0	Govt. allotted	23.72 acre
Class rooms	26	5	UGC	31
Laboratories	6	0	UGC	6
Seminar Halls	1	0	Govt. of Assam	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		12	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		6.18	UGC	
Others				

4.2 Computerization of administration and library

Computerisation and data entry process running in both administration and library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15051	15,58,557	973	2,81,363	16024	18,39,920
Reference Books	8441		411		8852	
e-Books	0	0	0	0	0	0
Journals	18		3		21	
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (Map)	0	0	10	0	10	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	26	8	14	0	0	8	7	3
Added	10	0	10	0	0	4	6	0
Total	36	8	24	0	0	12	12	3

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

- Internet connections provided to teachers under NME.
- More computers, laptops, LCD projectors purchased for use in the departments.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.64
ii) Campus Infrastructure and facilities	1.83
iii) Equipments	1.24
iv) Others	0.67
Total:	4.38

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Formation of career counselling & competence building cells

5.2 Efforts made by the institution for tracking the progression

- Through forming the alumni association

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2452	0	0	590

(b) No. of students outside the state

18

0

(c) No. of international students

	No	%
Men	1550	50.95

Women

No	%
1492	49.05

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1186	217	197	1050	0	2650	1235	312	338	1157	0	3142

Demand ratio 1:2

Dropout % 5.7%

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

Coaching for civil services examinations held in collaboration with the sub-divisional civil administration.

No. of students beneficiaries

85

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

- Women's Day observed
- Women's conference at the zonal level held in the college in which a symposium on "Women's Rights and Legal Protection" was organised.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	3	3,900.00
Financial support from government	35	1,29,265.00
Financial support from other sources	1	2,500.00
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____ 2 (Two) _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To impart liberal quality education and to produce intellectually sound, morally upright, socially concerned and spiritually oriented men and women to the service of the nation.

Mission:

- To impart higher education for the development of human resource and producing responsible citizens with a clear aim to cope with the changing global environment.
- To bring the womenfolk and the underprivileged groups to the fold of higher education.
- To provide specialized and demanding education.
- To train up the learners in a line that facilitates them to find avenues for self-employment.
- To inculcate democratic and secular values along with true human values.
- To imbibe commitment among pupils towards the society and the nation.
- To make students aware of the rich cultural heritage of our pluralistic society and foster the sense of cementing bond and national integration among them.
- To promote gathering and sharing of new knowledge through research activities and publications.
- To assist the university in curriculum development.
- To promote the use of information and communication technology in academics and administrative areas.
- To form a holistic personality of students, combining skills and values.

6.2 Does the Institution has a management Information System

Yes, notices are displayed in Central Notice Board, Notice Boards in the Science stream and the Teachers' Common Room, Hand bills are circulated, advertisements are displayed in newspapers and on Local Cable TV, information and notices are posted on College Website.

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

6.3.1 Curriculum Development

Faculty members assist the University Departments in developing curriculum.

6.3.2 Teaching and Learning

- Promotes active learning through role-playing and micro-teaching methods
- Group discussions, seminars, field visits are conducted
- Use of ICT and multi-media is encouraged.

6.3.3 Examination and Evaluation

- Internal assessment
- Continuous evaluation
- Answer-scripts are returned to students for self-checking

6.3.4 Research and Development

- A research committee is formed to verify and monitor the research activities of the faculty and students.
- Faculty members are encouraged to pursue research programmes under UGC FIP
- Teachers are advised to undertake Major and Minor research projects with financial assistance from external funding agency.
- Students are guided in carrying out UG research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Data entry for library digitalization going on

6.3.6 Human Resource Management

- Best practices are maintained in recruitment.
- Sense of regularity, punctuality, discipline and cooperation is promoted among staff and students in order to create a conducive work culture.
- Training on managerial and technology skills is provided.
- Employment opportunities are explored through NCC/NSS.
- Grievances of students and employees are promptly redressed.

6.3.7 Faculty and Staff recruitment

Appropriate measures are taken to recruit the best of the faculty and staff. Advertisements are issued in newspapers and through employment exchange, interview committees are formed with experts in concerned fields and the best are appointed through approval from Directorate of Higher Education.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

- Students are admitted as per merit
- Appropriate quotas of reservations are provided following government guidelines
- Entrance test is conducted for admission into major courses

6.4 Welfare schemes for

Teaching	0
Non teaching	0
Students	2

6.5 Total corpus fund generated

60,000/-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	No
Administrative	Yes	Govt.	Yes	College

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?

NA

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

NA

6.11 Activities and support from the Alumni Association

NIL

6.12 Activities and support from the Parent – Teacher Association

Does not exist

6.13 Development programmes for support staff

NIL

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

- The institution believes in keeping the environment clean and green. Regular plantation programmes held, World Environment Day observed, agricultural activities taken up in surplus land area within the campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- The students' notice system was remodelled with a view to giving all categories of information, viz. admission, class, examination, results, library, co-curricular, etc. on a central notice board.

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

- Construction of college auditorium with UGC financial assistance started.
- Construction of internal approach pitched road completed.
- Academic session of the Commerce stream started.
- The boundary wall of the campus completed.
- Construction of the pitched approach road of Women's Hostel completed.
- More broadband connections to the faculty members provided under NME.
- The Departments were provided computers, laptops and LCD projectors.
- Tea plantation area of the existing tea garden expanded by 5 bighas.

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

- Remedial coaching for SC/ST/OBC/Minority students.
- Opportunities for NCC/NSS/Bharat Scouts & Guides training.

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

7.4 Contribution to environmental awareness / protection

World Environment Day observed, saplings are planted, Environmental Studies has been taught both at 10+2 and UG levels. Field studies are carried out by students under guidance of teachers which help in creating awareness.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

- Resourceful library.
- Increasing number of students particularly from weaker and underprivileged sections.

Weaknesses:

- Absence of adequate sports facility.
- Shortage of permanent teaching and non-teaching staff.

Opportunities:

- Opening of new/vocational courses such as bio-technology, BBA, BCA etc.
- Commercial tree plantation and botanical garden.

Threats:

- Existence of 10+2 level is hampering UG teaching.
- Huge amount from college fund spent for salaries of temporary employees.

8. Plans of institution for next year

- To start a bio-tech hub sponsored by the Department of Biotechnology, Govt. of India.
- To open a computer resource centre-cum-laboratory.
- To build up a gymnasium for all-round development of the students.
- To create a basket-ball court for improving sports facility in the campus.
- To construct additional boundary wall of Girls' Hostel.
- To renovate the outdoor toilets and urinals of the students.
- To provide table tennis board and equipments to the Girls' Hostel.
- To increase number of newspapers and magazines at the Girls' Hostel.

Name Prof. Amorjyoti Borthakur

Name Dr. Balin Hazarika

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
