

ANNUAL QUALITY ASSURANCE REPORT (AQAR)
FOR THE YEAR 2015-16
INTERNAL QUALITY ASSURANCE CELL (IQAC)
KHARUPETIA COLLEGE



Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL, BANGALORE

Submitted by
INTERNAL QUALITY ASSURANCE CELL (IQAC)
KHARUPETIA COLLEGE,
TRACK ID NO. ASCOGN 12007

P.O. Kharupetia, Dist-Darrang(Assam), PIN-784115

E mail *kharupetiacollege@gmail.com*

Web site www.kharupetiacollege.org



OFFICE OF THE PRINCIPAL
KHARUPETIA COLLEGE

P.O. KHARUPETIA, PIN-784115
DIST. DARRANG (ASSAM)
Website : www.kharupetiacollege.org.
Email : kharupetiacollege@gmail.com

Memo No. : KC/2012

Date :

From :

Dr. B.C. Hazarika, M.Sc., B.Ed., Ph.D.
Principal

To,

The Director

National Assessment and Accreditation Council

P.O. Box No. 1075, Nagarbhavi, Bangalore -560010

Dated at Kharupetia the 5th June, 2017

Sub: - Submission of Annual Quality Assurance Report for the year 2015-16

Sir,

I have the honour to submit herewith the Annual Quality Assurance Report (AQAR) of Kharupetia College TRACK ID NO.ASCOGN 12007 prepared by the Internal Quality Assurance Cell (IQAC) for the academic year 2015-16 for your kind perusal. The report has been prepared as per the instruction of NAAC to reflect the goals and objectives of the IQAC. With regards,

Yours faithfully

Dr. Buddhin Ch. Hazarika.
Principal
Kharupetia College

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

KHARUPETIA COLLEGE

1.2 Address Line 1

P.O. KHARUPETIA

Address Line 2

DIST-DARRANG

City/Town

KHARUPETIA

State

ASSAM

Pin Code

784115

Institution e-mail address

kharupetiacollege@gmail.com

Contact Nos.

03713-255583

Name of the Head of the Institution:

DR. BUDDHIN CH. HAZARIKA

Tel. No. with STD Code:

03713-255583

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 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	C+	63.40	2004	Up to 4 th Nov, 2009
2	2 nd Cycle	B	2.30	2015	Oct, 2020
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)

2015-16

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 on _____25-10-2014____(DD/MM/YYYY)
- ii. AQAR 2010-11 submitted on _____25-10-2014____(DD/MM/YYYY)
- iii. AQAR 2011-12 submitted on _____25-10-2014____(DD/MM/YYYY)
- iv. AQAR 2013-14 submitted on _____25-10-2014____(DD/MM/YYYY)
- v. AQAR 2014-15 submitted on _____09-09-2015
- vi. AQAR 2015-16 submitted on _____05-06-2017

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 No

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 PEI (PhysEdu) Law
TEI (Edu) Engineering Health Science
Management
Others (Specify)

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

GAUHATI UNIVERSITY, GUWAHATI

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

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

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 03

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

- **In discharging its duties and responsibilities as a catalyst in the process of quality improvement in academic and administrative activities of the institution, the IQAC held periodic meetings with the Academic Committee of the college to chalk out strategies for quality enhancement in teaching learning and other areas. The IQAC also continued its effort to sensitize the teachers to pursue research in their concerned areas. Remedial coaching classes were held for the slow and backward learners of the college. Collection of students' feedback on teachers and analyzing the same was part of the quality initiatives taken by the IQAC this year.**

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 complete the process of Computerization of the Central Library.	1.Data entry of Central Library has been completed.
2.To arrange for procuring 2000 books for the central library.	2.13 Nos of college level seminars were organised.
3.To organize two national seminars.	3.Four Academic exchange programmes organised.
4.To procure a few more computers to add to the existing stock of ICT equipment.	4. Two Career Counselling Programmes were organised.
5.To undertake at least 13 Academic exchange programmes.	5. Canteen has been renovated.
6.To organise at least two career counselling programmes.	6. Two Parents Teachers meet were organised.
7.To improve the canteen facilities of the college.	7. A separate power transformer has been installed within the college campus.
8.To organise at least two Parents Teachers meet.	8. Boundary wall of the college has been partially constructed.
9. To organise one Sports training Camp.	9. One Parent Teacher meet organised.
10. To organise one orientation programme for	10.Two extension programmes organised.

<p>the non- teaching staff.</p> <p>11. To publish the proceedings of the National Seminar</p> <p>12.To arrange for installation of a separate power transformer within the college campus.</p> <p>13.To arrange to construct a New college gate on the new Approach Road.</p> <p>14.To complete the process of computerization of the college.</p> <p>15.To arrange for completion of the boundary wall of the college.</p> <p>16. To arrange for renovation of the College Approach Road.</p>	
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** 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 concerned cells undertook various programmes during the year as a part of the institutional quality enhancement process.

- The college applied to the RUSA for Infrastructure grants.
- Two extension education programmes were undertaken at the aegis of the Extension Education Cell of the College.
- Remedial coaching classes were held for the benefit of the students who are found to be slow in their learning process.
- A total of 12 nos of Departmental seminars were organised during the year.
- Stock of books in the Central library as well as in the Departmental Libraries have been increased.

Part – B
Criterion – I

1. 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	02	00	00	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	02	00
Others				
Total	02	00	02	00

Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	00
Annual	01

1.3 Feedback from stakeholders*Alumni Students

Parents Employers

(On all aspects)

Mode of feedback :Online Manual Co-operating

schools (for PEI)

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

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.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	27	07	20	0	0

2.2 No. of permanent faculty with Ph.D. 06

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
	0	02	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty 0 0 6

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	0	12	0
Presented papers	0	06	0
Resource Persons	0	0	0

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

The IQAC encouraged the teachers to adopt participatory methods of teaching like Group Discussion method, question-answer method quiz, etc. to make the teaching and learning more effective. Project based teaching methods are also being applied to make students learning more effective. The college also emphasizes s on increased use of ICT in the Teaching Learning process.

2.7 Total No. of actual teaching days during this academic year 186

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 0 0

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage :

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.(Major)	225		04	84	106	86.22%
B.A.(Gen)	363	-	9	52	187	68.13%
B.Com(Major)	45	-	02	17	24	95.55%
B.Com(Gen)	12	-	-	01	08	75%

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

:The IQAC acts as a nodal agency in monitoring the Teaching Learning process of the college. Joint meeting of the IQAC and the Academic Committee of the College are held periodically. Various issues relating to teaching learning are discussed in those meetings. The IQAC also suggests in various ways for improving the quality of education of various departments for the benefit of the students. It also makes result analysis of the college after each external and internal examination to assess the performance of the students. Obtaining and analysing students' feedback on teachers has been part of the IQAC's contribution towards monitoring of Teaching & Learning processes of the college.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
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	00

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	10	00	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 takes various steps to sensitise the teachers of the college to undertake research works in the area of their interests. A Research Committee exists. The IQAC also persuades the college management to grant study leaves to the teachers for undertaking research activities.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	01	00	0
Outlay in Rs. Lakhs	00	1.30	00	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	00	02	
Non-Peer Review Journals	00	03	
e-Journals	00	00	
Conference proceedings	00	02	

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	00	00	00	00
Minor Projects	00	00	00	00
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects (other than compulsory by the University)	00	00	00	00
Any other(Specify)	00	00	00	00
Total	00	00	00	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: **NIL**

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

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 /seminars organized by the Institution

Level	International	National	State	University	College
Number	0	1	0	0	13
Sponsoring agencies					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 :Nil

From Funding agency From Management of University/College

Total

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
	0	0	0	0	0	0

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 State level

National level International level

3.22 No. of students participated in NCC events:

	University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	International level	<input type="text" value="0"/>		<input type="text" value="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	International level	<input type="text" value="0"/>		<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="-"/>	College forum	<input type="text" value="02"/>	
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="01"/>	Any other <input type="text" value="-"/>

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

- **One cleanliness drive was undertaken by the NSS Unit of the college.**
- **International Women's Day was observed on 8th March,2016**
- **Tree plantation programme was organised.**

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	15.4 Acre	-	-	15.4 Acre
Class rooms	24		-	24
Laboratories	02	-	-	02
Seminar Halls	01			01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	98500/-	UGC	-

4.2 Computerization of administration and library

Computerization of administration and library is under process.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13728	1193785/-	10	1500/-	13738	11,95,285
Reference Books	3577	905916/-	35	9360/-	3612	9,15,276/-
e-Books	-	-	-	-	-	-
Journals	21	13924/-	-	-	-	-
e-Journals	-	-	-	-	-	--
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	--	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	08	18	01	01	05	13	02
Added	-	-	-	-	-	-		-
Total	30	-	-	01	-	05	13	-

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

Teachers are trained up with basics of computer and internet use. Moreover, a full-fledged computer laboratory for the use of the students has been developed. There is also a Network Resource Centre in the college which has been set up with financial assistance from the UGC. It is worth mentioning that all the departments of the college have been provided with internet connectivity which can be used by both teachers and students. Govt. has already sanctioned a scheme to provide wi fi facilities in the college campus.

4.6 Amount spent on maintenance in lakhs :

i) ICT

15400/-

ii) Campus Infrastructure and facilities

5451771/-

iii) Equipments

98500/-

iv) Others

Nil

Total :

5565671/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC creates awareness about students support services. various activities of the Information and Career Counselling Cell are monitored by the IQAC. Information and Career Counselling Cell organises various programmes for helping and guiding the students in choosing their career options.

5.2 Efforts made by the institution for tracking the progression :**In the absence of any effective mechanism to keep track of the progression of the students, the Alumni Association of the College keeps records of the students who pass out from the college every year by registering them as their members. At Departmental level also records of students progression is kept.**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2627	-	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1620	61.66%		1007	37.61%

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
2129	22	00	15	11	2166	2592	20	0	15	06	2627

Demand ratio 100% Dropout % 19.87%

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

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

The Career Counselling Cell of the college organised two Counselling programmes for the students during this year.

No. of students benefitted

130

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
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

Like the previous year, this year also, International Women's Day was observed in the college on 8th March to create awareness among the students as a part of gender sensitization programmes.

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	350	83520
Financial support from government	36	156690/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

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: **Nil**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision-

To impart quality higher education to the learners of this socially and economically backward region.

Mission-

- **To develop human resources in such a way so that they can participate in the nation building process.**
- **To bring social change in a desired way by using education as a tool for change.**
- **To provide employability to the youths through vocational and employment oriented courses.**
- **To inculcate the sense of good citizenship among the youths.**
- **To promote leadership qualities among the youths.**
- **To bring this institution closer to the community by means of various extension educational activities.**

6.2 Does the Institution has a management Information System

This institution is yet to fully adopt a Management Information System (MIS). As of now, the financial ledgers and cash books etc. of the college are kept and maintained by using the tally software.

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

6.3.1 Curriculum Development

Being an affiliated institution this college has little scope for doing anything towards Curriculum Development. Curriculum is framed and developed by the Gauhati University to which this college is affiliated.

6.3.2 Teaching and Learning

In order to ensure effective teaching learning a combination of different methods of teaching are encouraged. For instance, Group discussion method, question answer method, quiz, home assignments, class seminars are regularly organised to supplement the text book information. Remedial classes are also taken for the benefit of the slow and backward learners. Students are also given project works to make their learning more effective.

6.3.3 Examination and Evaluation

As per the University guidelines ,one sessional examination is held in each semester. Appearance in this examination is compulsory for all the students. Marks secured in this examination are added to the marks secured in the end semester examination. A student who fails to appear in the sessional examination is not allowed to appear in the end semester examination. In each paper of the programme, 20% weightage is given in the internal evaluation and 80% weightage is given in the external evaluation. The answer scripts of the internal examinations are evaluated by the faculty members of the college and the marks are sent to the university.

6.3.4 Research and Development

The college authority makes efforts to create a research environment in the college. Accordingly, teachers are encouraged to pursue research in their area of interest. Teachers are granted study leave for pursuing research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Like the preceding years, this year also library holding has been increased. Additional text and reference books have been procured for the central library. Books in the Departmental Library have also been increased. Internet facilities have been provided to the central library. Data entry of books have been completed. There is a plan to digitise the Central Library within the next academic year.

6.3.6 Human Resource Management

Efforts are made to ensure the optimal use of the available human resource of the college. Both the teaching and non- teaching staff of the college put in their best services in ensuring quality education to the learners.

6.3.7 Faculty and Staff recruitment

No fresh faculty and staff members were recruited during this year.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

There is an admission committee in the college. Students are admitted on the basis of their academic records. Based on the number of applications received and keeping in view the number of seats available in the various programmes merit lists are prepared and students are admitted in order of merit.

6.4 Welfare schemes for

Teaching	G.P.F., Gratuity, pension, assistance from Welfare fund etc.
Non teaching	G.P.F., Gratuity, pension etc.
Students	Scholarships, financial assistance from the Aid Fund of the college.

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	N/A	yes	IQAC
Administrative	No	N/A	Yes	IQAC

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?

Being an affiliated institution, this college has no scope for initiating any examination reform measures. However, in the internal examinations various reforms are tried to be introduced. As of now, we are following the sessional examination system which is held twice in each semester.

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

N/A

6.11 Activities and support from the Alumni Association

The Alumni Association of the college did not undertake any programme this year.

6.12 Activities and support from the Parent – Teacher Association

The parent -Teacher Association of the college meets periodically and reviews the teaching learning environment of the college.

6.13 Development programmes for support staff

Nil

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

The college authority makes every possible effort to make the campus eco-friendly. Use of polythene has been banned in the college campus. Some plantation work was done this year also. The World Environment Day was observed on 5th June to create awareness about a pollution free environment. Environmental audit is conducted every year.

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 IQAC always advocates participatory methods of teaching, i.e. group discussion, seminars, quiz etc. instead of sticking to the traditional lecture method. Accordingly several meetings with the Heads of various academic Departments of the college were held to sort out ways as to how to effectively apply these innovative methods.

2. Similarly, the IQAC strived to introduce some audio visual aids to make the teaching-learning process more effective for the students.

3. ICT facilities are being expanded at the initiative of the IQAC.

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

In order to execute the various plan of action decided upon at the beginning of the year, several committees and cells were constituted at the instance of the IQAC. Accordingly, the concerned cells undertook various programmes to implement the action plan. The Governing Body of the college extended its best possible cooperation and guidance in the process of executing the various plan of action chalked out by the IQAC.

Best Practice 1

Title of the Practice: Village adoption

Goal of the Practice:

- To empower the poor population of the village.
- To eradicate illiteracy from the village.
- To spread the light of Higher Education among the masses.
- To generate awareness about the various Socio-Economic issues related to the day to day life.
- To sensitize them about issues related to Gender, inclusion and brotherhood.
- To make them aware of the Environmental issues.
- To introduce them to the new ways of Agricultural Practices.

The Context:

Kharupetia College is situated in Bologarah village under ShyamabariMouza in Darrang district of Assam.. The villages around the College are socio-economically very underdeveloped. Most of these villages lack the basic developmental aspects of life. Nadirmukh is a village adjacent to the western part of the College. The entire population of the village belong to minority community.

As a part of its extension activities, and in compliance with the suggestions made by NAAC Peer Team in the Year 2004, Kharupetia College decided to adopt Nadirmukh village. Accordingly, the College took initiative for organising various Community Development Programmes for the progress of the village folk.

The Practice:

The College adopted the village Nadirmukh in the year 2010. But in view of the mega disaster faced by the college in the form of the devastating fire on 20th Nov,2010 the college could not devote much

attention to the village as the entire college fraternity had to remain busy in recreating the fire ravaged infrastructure of the college. Since the year 2013 the College has organised various Community Development Programmes in the village. The Extension Education Cell of the College conducted a survey in the said village with a view to ascertaining the status of the socio- economic condition of the village. Moreover, free medical camp, cleanliness drive, awareness programmes etc. are occasionally organised in the said village. The NSS Wing of the College organised a plantation programme in the village on 5th June,2014. During the time of Natural disaster like flood the college had extended its helping hand by donating food items and other materials.

Evidence of Success:

The practice of adopting village has proved to be successful. The people of the adopted village have responded to our efforts in a positive way. The participation of the villagers in almost all the programmes arranged there has been encouraging. They have come to realise that the college is their own institution and that they will surely be benefitted by the extension programmes to be undertaken by the college in the village. There is a considerable awareness about health and hygiene among the masses. People have started living a hygienic life with proper sanitation, filtered drinking water facilities. They have also become conscious about the need of environment preservation and other important issues. It is hoped that the efforts of the college towards the growth and development of the village will yield more perceptible results in the days ahead.

Problems encountered and Resources Required:

However, the College has faced constraints in terms of resources and time as the faculty members involved have their share of works in the college also. Besides, the College has its limitations in taking up the various projects.. Again the motivation level of those villagers is very low. The College with its limited resources cannot take up the projects all the time. Apart from the human resources, the College needs financial resources as well. The College can spend only limited resources in the extension activities.

Contact Details:

Name of the Principal : Dr.Buddhin Ch. Hazarika

Name of the Institution : Kharupetia College

P.O. Kharupetia Dist. Darrang

State : Assam Pin – 784115

Accredited Status : C+

Website : www.kharupetiacollege.org

Mobile :9435087533

E-mail : kharupetiacollege@gmail.com

Best Practice 2

Title of the practice: Library Best User Award

**Goal of
the
Practice:**

To attract more students to visit the library and use the resources.

**The
Context:**

The college library is considered as the heart of the institution. It plays a pivotal role in the teaching learning process of the institution. The library serves as a store house of learning resources for the students. But it is seen that the students of the rural institutions are least interested to visit the library. In order to encourage those students to make the maximum use of the library resources it has been proposed to introduce the Best Library user Award from the session 2013-2014.

The Practice:

In order to identify the best user of the library in a given year, data is gathered through visitors' register maintained in the library. Usage data is compiled through circulation of library items. Based on the above data and the observations of the librarian one best user award is given to the student who has made maximum use of the library. The award constitutes a bundle of special books and a citation to be given to the best user in the Annual College week function of the college.

**Evidence of
success**

The introduction of the best user award has produced good results. It has resulted in the increase in frequency of visits to the library. Students who seldom visited the library before have been found to visit the library regularly. There has been considerable increase in the use of library reference materials as well. The increasing rush of students in the library speaks volume about the success of the Best Practice under discussion.

Problems

The implementation of the practice is not without problems. The process

encountered and Resources required:

of identifying the best user is not that much easy. This is in view of the fact that some of the users are not cooperative in maintaining the required data. Inadequate number of library staff is another hindrance in Maintenance/Monitoring of user statistics. Commitment from librarian and support of management is also required.

Contact Details:

Name of the Principal : Dr. Buddhin Ch. Hazarika

Name of the Institution : Kharupetia College

P.O. Kharupetia Dist. Darrang

State : Assam Pin – 784115

Accredited Status : C+

Website : www.kharupetiacollege.org

Mobile : 9435087533

E-mail : kharupetiacollege@gmail.com

7.4 Contribution to environmental awareness / protection

The college has been making constant efforts towards creating environmental awareness / protection in the college premises. The students are regularly reminded of the need to protect the environment. Awareness programmes are also organised every year to synchronise with the World Environment Day. Moreover, plantations of trees are also done in the college campus to add to the already existing greeneries of the college campus.

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

- **Dedicated teaching and non-teaching staff.**
- **The unstinted support from the management.**

- **.Faculty members undergo orientation and refresher courses to keep themselves updated on the latest trends in education.**
- **Provision of extending financial support to the poor students.**
- **Spacious college campus with sylvan surrounding.**

WEAKNESS:

- **Poor economic background of the students.**
- **Inadequate infrastructure**
- **Insufficient books and journals in the central library**
- **Lack of digital class rooms.**
- **Inadequate ICT facilities.**
- **Research activities of the teachers are not up to the mark.**
- **Inactive Alumni Association.**

OPPORTUNITEIS:

- **Two big ponds of the college can be developed in future into swimming pools. The same may also be used for the purpose of pisciculture as well.**
- **The college has some unused land which may be used for medicinal plant.**
- **There is ample scope to undertake various programmes under Institutional Social Responsibility.**
- **Provision for strengthening the book bank in the central library.**
- **Provision of free admission to outstanding sportspersons and students with brilliant co-curricular performance.**
- **Provision for giving awards/incentives to the toppers of each department.**

CHALLENGES:

- **High dropout rate**
- **Growing demand for admission as against limited intake capacity of various programmes offered by the college.**
- **Little scope for resource generation in the college.**
- **Poor entry level performance of students in almost all the programmes offered by the college.**

8.Plans of institution for next year

- i) To apply to the UGC for some development grants under XII plan.**
- ii) To complete the computerisation of the library.**
- iii) To subscribe a few more journals for the library.**
- iv) To take steps for computerisation of the administrative activities of the college.**
- v) To create at least one Digital Classroom.**
- vi) To arrange for construction of a new Approach Road to the college.**
- vii) To arrange to form the Parents –Teachers’ Association.**
- viii) To organise at least four Extension programmes in the neighbourhood of the college.**
- ix) To motivate the faculty members to undertake more research works in the field of their choice.**

Name : Abdul Awal

Name:Dr.BuddhinCsh. Hazarika

Signature of the Co-ordinator

Signature of the Chairperson,IQAC

IQAC

KHARUPETIA COLLEGE, DARRANG, (ASSAM)
ANALYSIS OF STUDENTS' FEEDBACK ON TEACHERS
SESSION 2015-2016
Rating Scale: 1-10

Deptt.	Name of teacher	Communication skill	Interest generated by the teacher	Knowledge base	Ability to motivate	Accessibility	Broader perspective	Ability to design quizzes/ assignments	Use of Teaching aids	Sincerity	Overall rating	Average of 10 attributes
English	A.Rahim	8.3	7	8.1	8.1	6.9	6.8	6.5	6.8	7	7.8	7.33
	A.Awal	8.9	8.5	8.6	8.8	9	8.5	8.3	7.5	7.4	8.6	8.41
	R.U. Ahmed	7.5	6.85	7.9	8.5	6.6	6.7	5.45	6.2	6.73	6.1	6.85
Assamese	K. Saikia	8.25	8.51	6.95	8.1	7.5	6.85	7.58	7.5	8.85	6.74	7.68
	Dr.A.Begum	7.83	7.58	8	7.47	7.55	7.72	7.5	6	7.25	7.94	7.48
	N.H. Sarker	6.8	8.1	8.5	8.25	8.35	7.5	7.52	7.2	7.85	7.95	7.80
	M.Parbin	8	8.3	7.58	8.5	8.15	7.8	7.05	6.5	8.1	7.45	7.74
Hindi	S.A. Islam	9.12	8.9	9.5	8.57	9.23	9.01	9.08	8.5	9.25	9.34	9.11
	A.Matin	8.01	7.9	8.5	8.36	7.8	8.5	8.33	7.45	7.04	8.54	8.03
	M.N.Jaman	7.25	6.9	8.10	8.2	8.2	7.05	7.5	6.5	7.54	7.59	7.48
Sanskrit	A.Devi	8.5	7.5	8.1	7.2	7.85	7.53	7.5	6.5	5.6	7.12	7.34
Arabic	N.Jaman	9.25	9.7	9.53	9.52	9.15	9.01	9.38	9.25	9.24	9.5	9.48
	Z.H. Ahmed	9.2	8.5	9.1	9.45	9.3	9.16	9.19	9.23	9.15	9.55	9.34
	I.Ali	9.2	8.86	9.3	9.15	8.96	9.1	9.2	8.66	9.53	9.4	9.13
	J. Ahmed	9.32	8.9	8.56	9.11	9.2	8.78	9.23	9.51	8.7	8.66	8.99
Pol. Sc	N.Islam	8.33	8.21	7.5	6.78	7.1	7.35	8.12	7.3	7.24	7.12	7.50
	H.RAhman	8.15	8.33	7.35	6.85	6.98	7.53	7.69	7.53	7.25	7.25	7.49
	A.WAhid	7.56	8.1	6.80	7.23	6.85	6.78	6.64	6.35	7.57	7.42	7.13
Economic s	M.S. KAlita	8.84	8.56	8.99	8.95	9.23	8.55	8.75	8.68	8.2	9.58	8.83
	M.RAhman	7.25	7.85	8.53	7.54	8.25	8.01	8.31	6.78	7.58	8.33	7.84
	D.Sutradhar	8.45	8.35	9.02	7.58	9.66	8.33	8.91	9.08	8.83	9.04	8.72
Education	A.B. Ahmed	7.75	7.95	9.1	8.1	6.5	7.05	6.5	6.5	6.8	7.3	7.35
	J. Sultana	7.54	8.25	7.9	7.3	6.8	7.5	7.5	6.56	7.24	7.9	7.44
	A.H. MAzumdar	8.25	8.25	8.1	8.5	6.95	7.54	7.5	8.1	6.9	8.1	7.81
Philosoph y	J.Saharia	7.5	8.12	8.5	8.2	6.9	7.7	7.95	8.8	6.59	7.69	7.79
	P. Dutta	6.5	6.2	6.53	5.9	6.9	6.4	6.2	6.2	5.3	6.3	6.24
	J.H. Choudhury	7.2	8.5	7.9	6.7	5.98	6.5	7.2	8.5	5.6	6.5	7.05
History	A.Karim	8.79	8.47	8.82	9	9.32	9.2	8.55	5.38	8.79	9.26	8.55
	J.U. Ahmed	8.2	8.6	8.5	7.95	8.5	7.5	8.15	6.2	8.1	8.15	7.98
	A.HAnnan	7.9	8.5	8.53	7.66	7.6	8.6	7.2	6.5	6.5	8.1	7.66
Geograph y	B.N. Bora	8.9	7.65	8.2	8.5	7.85	7.5	8.6	7.85	8.1	8.5	8.16
	Dr. K.D. Sarma	7.8	8.2	8.1	7.58	9.1	6.8	7.8	7.85	8.2	8.3	7.93
Mathema tics	A.RAhman	8.58	8.5	7.52	7.82	7.9	8.5	8.2	8.5	7.5	8.8	8.18
Commerc e	A.Aziz	9.1	8.5	9.2	9.5	9.3	9	8.5	9.2	9.4	8	8.97
	A.B. Siddique	8.2	8.5	7.5	7.9	9.5	8.6	7.85	8.5	8.46	7.5	8.25
	N.Hoque	6.85	7.5	7.42	8.2	6.8	6.77	6.67	7.1	7.2	6.4	7.91
	H.Saha	7.5	7.12	7.1	7.85	7.37	7.2	6.5	6.84	7.5	7.1	6.91
	A.U. Ahemd	6.8	7.6	7.5	7.2	6.9	7.1	6.67	7.2	7.5	6.7	7.11
	H.Rahman	7.85	7.23	7.35	6.75	6.85	7.1	6.9	6.85	6.95	7.85	7.16
D. Sarma	7.9	7.54	6.84	8.23	8.2	7.85	8.23	7.05	6.58	7.35	7.57	



KHARUPETIA COLLEGE

P.O. KHARUPETIA, DARRANG (ASSAM)

ESTD : 1981

ACADEMIC CALENDAR - 2015-2016

Month & year	Class days (Dates)	Total No. of Class days	Total No. of working days	Academic & other activities	Sundays	Holidays
July./2015			26 days	Summer Vacation	5, 12, 19, 26	18-19 Id-ul Fitre
Aug./2015	1, 3 - 8, 10 - 14, 17 - 22, 24, - 29, 31	25 days	25 days		2, 9, 16, 23, 30	15 Independence Day
Sept/ 2015	1, 3, 4, 7 - 12, 14, 16 - 19, 21 - 24, 26, 28 - 30	22 days	22 days		6, 13, 20, 27	2 Tithi of Sri Sri Madhab Deva. 5 Janmastomi 15 Tithi of Srimanta Sankar Deva. 25 Id-uz zuha
Oct./2015	1, 3, 5 - 9, 28 - 31	11 days	18 days	Sessional Examinations of odd Semester classes will be held from 10th to 17th October.	4, 11, 18, 25	2 Gandhi Jayanti. 18 - 27 Kati Bihu, Durga Puja, Muharrum, Laxmi Puja.
Nov./2015	2 - 7, 9, 12 - 14, 16 - 21, 23, 24, 26 - 28, 30	22 days	22 days		1, 8, 15, 22, 29	10, 11 Kali Puja and Dewali. 25 Guru Nanak's Birth day
Dec./2015	1 - 5	5 days	26 days	End Semester Examinations of Odd Semester classes will be completed by 15th December. 15 th Dec. to 31 th December - Evaluation Period.	6, 13, 20, 27	25- Christmas Day

Month & year	Class days (Dates)	No. of Class days	of. working days	Academic & other activities	Sundays	Holidays
Jan./2016	11 - 13, 16, 18 - 23, 25.	11 days	23 days	Annual College week will be held from 27th Jan to 31st Jan/2016.	3, 10, 17, 24, 31	Semester Break 1st January to 10th January. 14 -15 Magh Bihu 26 - Republic Day.
Feb./2016	1 - 6, 8 - 13, 15 - 20, 22 - 27, 29	25 days	25 days		7,14,21,28	
Mar./2016	1 - 5, 7, 9 - 12, 14 - 19, 21, 22, 26, 28 - 31.	23 days	23 days		6, 13, 20, 27	8 Shiv Ratri 23-24 Dol Jatra 25 Good Friday.
April/2016	8, 9, 11 - 13, 18 - 23, 25 - 30	17 days	23 days	Sessional Examination of Even Semester classes will be held from 1st April to 7th April/2016	3, 10, 17, 24	14 -16 Bahag Bihu
May/2016	2 - 7, 9 - 14, 16 - 20, 23 - 28, 30, 31.	25 days	25 days		1, 8, 15 22, 29	21 Budha Purnima
June/2016			26 days	End Semester Examinations of Even Semester classes will be completed by 15th June/2016. 16 th to 30 th June - Evaluation Period	5, 12, 19, 26	

Total Class days = 186
Total working days = 284

N.B.

1. Exact dates of Final Exam/End Semester Examination will be notified by the Gauhati University/ AHSEC.
2. Holidays are subject to change as per GU/Govt. notification.
3. Any unavoidable changes in the Academic Calendar will be notified by the College authority in due course.

Sd/-
Dr. B.C. Hazarika
Principal
Kharupetia College