

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, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July1, 2012 to June 30, 2013)

Part-A

I. Detail of the Institution

1.1. Name of the Institution

R.G. Baruah College

1.2. Address Line 1

Fatasil, Ambari

Address Line 2

A.K. Dev Road

City/Town

Guwahati

State

Assam

Pin Code

781025

Institution e-mail address

rgbaruahcollege1978@gmail.com

Contact nos

0361-2474424

Name of the Head of the Institution:

Dr.(Mrs) BABITA CHOUDHURY

Tel. No. With STD code:

0361-2474424

Mobile

09435305374

Name of the IQAC Co-ordinator:

Dr. JNANJYOTI SARMAH

Mobile:

94351-04722

IQAC e-mail Address:

iqacrgbaruahcollege@gmail.com

1.3 NAAC Track ID

1.4 Website address:

www.rgbcollege.com

Web-link of the AQAR:

1.5 Accreditation Details

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

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

20/4/2005

1.7 AQAR for the year

2011-12

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

- i. AQAR
- ii. AQAR
- iii. AQAR
- iv. AQAR

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous College Yes No

Regulatory Agency approved Institution Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

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

Grant-in-aid +Self Financing Totally self- financing

1.10 Type of Faculty /Programme

Arts Science Commerce Law PEI (Phy Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Gauhati University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

DST Star Scheme

UGC-Special Assistance Programme

UGC-Innovative PG Programmes

UGC-COP Programmes

UGC-CPE

UGC-CE

DST-FIST

Any Other

2. IQAC Composition and Activities

2.1 No. of Teachers

10

2.2 No. of Administrative/Technical staff

2

2.3 No. of Students

NIL

2.4 No. of Management representatives

1

2.5 No. of Alumni

NIL

2.6 No. of any other stakeholder and

Community representatives

2

2.7 No. of Employers/Industrialist

1

2.8 No. of other External Expert

1

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

4

2.11 No. of meeting with various stakeholders:

No

3

Faculty

2

Non-Teaching Staff Students

1

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 organised by the IQAC

Total Nos.

International

National

State

Institution Level

(ii) Themes

2.14 Significant 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	Achievement
1. To organize national level seminar/ workshop	1. A UGC sponsored national level workshop on 'Art Appreciation with reference to performing Arts' was organised on 11-12 Feb, 2012.
2. To organize lectures	2. A talk was organised on Rabinda Nath Tagore delivered by Prof.(Dr.) Dipti Phukan Patgiri.
3. To upgrade the Library.	3. Computerisation of Library in operation.
4. Students' exposure tour	4. An educational excursion cum study tour was conducted under state Govt. Financial scheme to Kolkata and Darjeeling.

2.15 Whether the AQAR was placed in statutory body

Yes No

Management

Syndicate

Any other body

Provide the detail of the action taken

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Part-B 2011-12

Criterion-I

I. Curricular Aspect

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 programme	Number of value added/Career oriented programmes
Ph D				
PG				
UG	2	NIL	NIL	NIL
PG Diploma				
Advance Diploma				
Diploma				
Certificate				
Others				
Total	2	-	-	-
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	
Annual	02

1.3 Feedback from stakeholders: Alumni Parents Employers Students

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

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

Revision/update of regulation or syllabi is done by affiliating university

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	Assistant Professor	Associate Professors	Professors	Others
40	10	20		10

2.2 No. of permanent faculty with Ph. D

14

2.3 No. of faculty positions Recruited (R) and Vacant (V) During the year

Assistant Professor		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
NIL	2								2

2.4 No. of Guest and visiting faculty and Temporary faculty

NIL

NIL

3

2.5 Faculty participation in conference and symposia:

No.of Faculty	International level	National level	State LEVEL
Attended			
Presented	02	07	-
Resource Persons		03	-

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

Need Based Counselling

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)

N/A

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

02

as member of Board of Study/Faculty/Curriculum Development workshop

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	75	1.33	2.66	36	9.33	48%
B.Com	153	-	0.6	50.98	34.64	83.54%

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

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2.13 Initiatives undertaken towards faculty development

<i>Faculty/ Staff Development Programmes</i>	<i>Number of faculty benefited</i>
Refresher courses	01
UGC-Faculty Improvement Programme	
HRD- Programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the University	
Staff training conducted by other institutions	
Summer/Winter schools, Workshops, etc.	06
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent position filled during the year	Number of positions filled temporarily
Administrative Staff	13			6
Technical Staff				

Criterion-III

3. Research, Consultancy and Extension.

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

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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
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Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			3	
Outlay in Rs. Lakhs			2.94	

3.4 Details on research publications

	International	National	Others
Peer Review journals	6		
Non-peer Review journals			
e-journals			
Conference proceedings		3	

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	2 yrs	UGC	294360	197000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other (Specify)				
Total			294360	197000

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		01			
Sponsoring agencies		UGC			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

1,97,000

Total

3.16 No. of patents received this year

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

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			

3.18 No. of faculty from the Institution

01

who are Ph.D.Guides

and students registered under them

01

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 State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

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

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	3.31 Acre			3.31 Acre
Class rooms	44	3	College Fund	47
Laboratories				
Seminar Halls				
No. of important equipments purchased (IV 1-0 lakh) during the current year	411	134		
Value of the equipment purchased during the year (Rs. In lakhs)	15.16300/-			
Others				

4.2 Computerization of administration and library

In progress

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2135	164974	35	4550	2170	169524
Reference Books	6740	1246733	216	50670	6956	1297403
e-Books						
Journals	8		1		9	
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	47	17	4			10	12	7
Added	9				9	10	12	7
Total	56	17	4		9	10	12	7

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

4.6 Amount spent on maintenance in lakhs:

i) ICT

0.04219

ii) Campus Infrastructure and facilities

1.31770

iii) Equipments

0.03712

iv) Others

0.04433

Total:

1.44134

Criterion –V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

- The progression of students in various programmes of the institution is regularly monitored.
- The progression of students participation in programmes organised by Students' Union is monitored regularly.

5.3 (a) Total Number of

UG	PG	Ph.D.	Other	Students
915				

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	468	51.15		447	48.85

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
526	59	58	90		763	627	107	70	111		915

Demand ratio 1:4

Dropout%

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

1. Seminar on "Career Prospects in the field of Radio Broadcasting" conducted by Academic of Broadcasting Media School on 24-8-2011
2. Interrective programme on "Soft Skill for better career Prospects" Conducted by Dr Shikha Saikia 3-12-2011

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

5.8 No. 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	27	67770
Financial support from government	71	2,38,925
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 grievance of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Our vision is to disseminate quality education to our students including those who are underprivileged, so that they may realise their potential and become responsible human beings in society.

Mission

- To establish a congenial environment among the stakeholders of our institution to set a new benchmark in higher education.
- To provide better infrastructure and learning resources to the students for quality education.
- To use modern methods through modern technology to gain momentum in teaching and learning within the College campus.
- To extend relevant and effective awareness towards the local community in terms of education, health and environment in conformity with the principle upon which the institution is erected.

6.2 Does the Institution has a management Information System

NIL

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

6.3.1 Curriculum Development

An affiliating College does not have the mandate to develop Curriculum. It is the responsibility of the affiliating University

6.3.2 Teaching and Learning

- Seminars/group discussion and assignment are regularly conducted in the departments.

6.3.3 Examination and Evaluation

- In case of external examinations, the college strictly adheres to the rule and regulations laid down by the University.
- The college constantly monitors the performance of the students through internal assessment, unit tests etc.
- The departments have also started the process of computerisation of examinations record

6.3.4 Research and Development

NIL

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 4251 Number of books and Journal procured
- N-list facility to teachers for e-journal access under INFLIBNET .
- Physical infrastructure improved by extending library area, addition of pigeon hole board for journal display, computerization.

6.3.6 Human Resource Management

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6.3.7 Faculty and Staff recruitment

The Institution follows the rules laid down by the state government and UGC in matters of staff recruitment. However, contractual teachers are recruited on the basis of merit

6.3.8 Industry

NIL

6.3.9 Admission of Students

- Preparation of merit list
- Uploading the information in the College website
- Academic counselling session during admission .

6.4 Welfare schemes for

Teaching		
Non teaching		
Students		

6.5 Total corpus fund generated

258706

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		NO	
Administrative	NO		NO	

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Does not arise

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

Does not arise

6.11 Activities and support from the Alumni Association

NIL

6.12 Activities and support from the Parent – Teacher Association

There is no parent- teacher Association till now. However some departments have organised parents meet to inform parents about the progress of wards. Parents also provide valuable suggestions

6.13 Development programmes for support staff

NIL

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

Cleanliness drive and white washing.

Criterion-VII

7. Innovations and Best Practices

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

NIL

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

To make the campus environment friendly, 15 number of saplings were planted in the campus.

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

News letter (Annexure Enclosed)

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

7.4 Contribution to environmental awareness / portion

Create environmental awareness among the students,
Plantation was carried out.

7.5 Whether environmental audit was conducted? Yes No

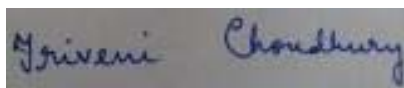
7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

One student was awarded Rs. 2000 by Prof H.P. Kalita , Associate Prof. Dept of Accountancy to encourage students to perform better in university examination.

8. Plans of institution for next year.

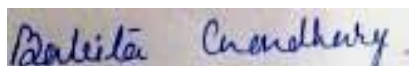
- 1) Infrastructure Improvement
- 2) To repair old Assam Type Building
- 3) To organise programme on entrepreneurship
- 4) To organise coaching classes for appearing competitive examinations .
- 5) Tree plantation programme.

Name: Ms. Triveni Choudhury



Signature of Coordinator, IQAC

Name Dr.(Mrs.) Babita Choudhury



Signature of the Chairperson, IQAC

Annexure -i

Title of the Practice: College News letter of the Institution

Goal

The goal is to publish the news letter as the mirror of the Institution. And the aim is to document the academic as well as non academic activities and excellence of the institution in a systematic way.

Context

The newsletter also reflects the target and achievement of the head of the institution, hope and aspiration. The newsletter is a perennial source of inspiration for the teachers as well as the students. The favourable responses continuously encourage the publication of it and the endeavour for future excellence.

Practice

Publication of the newsletter lends to regular and methodical documents of the endeavour of the teaching and non teaching staff. It also reflects the students involvement in the all round development of the institution.

Evidence of Success

The publication of the newsletter is one of the steadfast adherences towards constructive practice. It is a source of inspiration and encouragement as well.

Problems, encounter and resources required

The publication of the newsletter is one of the innovative exercise engineered by the college with minimal amount of finance. Hence, no serious problems cropped up while implementing this practice.

The continuous publication of the newsletter encourages and motivates the faculty members for their constant up gradation in their pursuit for excellence.

Contact details: the Principal

R.G. Baruah college

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R.G. Baruah College
Fatasil, Ambari, Guwahati-25
ACADEMIC CALANDER
SESSION (-2011-2012-)

Month/Year	Date	Teaching Days/Holidays	No of Class
June 2011	1-4 5 6-11 12 13-15 16 to	Working Days/Classes Sunday Working Days/Class Days Sunday Working Days/Class Days	13 days
July 2011	15 July 16 17 18-23 24 25-30 31	Summer Vacation <i>(15 July is college foundation day)</i> Classes (opening day of Summer Vacation) Sunday Classes Sunday Classes Sunday	13 days
August 2011	1-6 7 8-13 14 15 16-17 18 19-20 21 22 23-27 28 29 30 31	Classes Sunday Classes Sunday Independence day Classes Tithi of Madhavdev (Holi day) Classes Sunday Janmastomi Classes Sunday Classes Tithi of Sri Manta Sankardev (Holiday) Id-UI-Fiter (Holiday)	6 th August Freshers Social 21 days
September 2011	1 2-3 4 5-10 11 12-14 15 18 19-24 25 26-30	Id-ul-Fiter (Holiday) Classes Sunday Classes Sunday Classes Election of Students Union Sunday Classes Sunday Classes	Student's Union Election notification on 2/9/2011 Election procedure will continue from 8 th to 15 th September 24 days Unit Test 1 for TDC Part-II And Part-III (1+1+1) pattern and Sessional

			examination of Semester. Semester exam scheduled from 19 th Sept.on wards.
October 2011	1 2-11 12-15 16 17 18 19-22 23 24-25 26 27-29 30 31	Classes Sunday/Birthday of Mahatma Gandhi,Durga Puja, Janma Utsav of Srimanta Sankardev (Holiday) Classes Sunday Class Kati bihu (holiday) Classes Sunday Classes Kali Puja, Diwali Classes Sunday Class	Excursion/Education Sessional examination II of semester from 19 th October,2011 16 days
November 2011	1-5 6 7 8-9 10 11-12 13 14-19 20 21-22 27 23-26 28-30	Classes Sunday Id-UI-Juha Class day Guru Nanak's B' day Classes Sunday Classes Sunday Classes Sunday Classes Classes	B.B.C. Memorial Lecture is scheduled on 22 November 23 days
December 2011	1-3 4 5 6 7-10 11 12-17 18 19-24 25 26-31	Classes Sunday Class day Muharram Classes Sunday Classes Sunday Classes Sunday, Christmas Classes	Filling up of examination forms be completed by 31 st December,2011 for (1+1+1) pattern. 1 st Semester be completed within 15 th December
January 2012	1 2-7 8 9-13 14-16 17 18-21 22 23-25 26	Sunday Classes Sunday Classes Sunday and Magh Bihu Silpi Divas (Holiday) Class days Sunday Class days Republic day	Semester II begins from 2 nd January. Unit Test II for Part II and Part III of 1+1+1 be commenced from 2-7 th January,2012. College week from 18 th -21 st January,2012

	27 28 29 30-31	Class day Saraswati puja Sunday Class days	17 days
February 2012	1-4 5 6-11 12 13-18 19 20 21-25 26 27-29	Class days Sunday Class days Sunday Class days Sunday Siva Ratri (Holiday) Class days Sunday Class day	FIP/Capacity buiding Programme. Workshops seminar/ extension programmes will be organised in between 2 nd half of February. The report of conducting these programmes will be sent to Director, CDC, GU. 1 st Sessional examination for 2 nd Semester scheduled from 13 th to 18 th . 24 days Commencement of TDC part II (1+1+1) pattern examination from 3 rd week of feb.2012
March 2012	1-3 4 5-7 8 9 10 11 12-17 18 19-24 25 26-31	Classes, Examination day Sunday Classes/Examination days Dol Jatra (Holiday) Local Holiday Class days/Examination days Sunday Classes/Examination days Sunday Classes/Examination days Sunday Classes/Examination days	25 days
April 2012	1 2-7 8 9-13 14-16 17-21 22 23-28 29 30	Sunday Classes/Examination day Sunday Classes Bohag Bihu Classes Sunday Classes Sunday Classes	2 nd Sessional examination for 2 nd semester from 19 th to 24 th April 23 days

May 2012	1	May day	26 days
	2-5	Classes	
	6	Sunday	
	7-12	Classes	
	13	Sunday'	
	14-19	Classes	
	20	Sunday	
	21-26	Classes	
	27	Sunday	
28-31	Classes		
Note: Change in academic calendar of the college is subject to the instruction of the Higher Secondary Council and Gauhati University			

RADHA GOVINDA BARUAH COLLEGE