

# Annual Quality Assurance Report (AQAR)

for the academic year 2012-13

(01.07.2012 to 30.06.2013)

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

By



**IQAC**

**Moirabari College**

**Moirabari, Morigaon (Assam)**

# The Annual Quality Assurance Report (AQAR)

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

MOIRABARI COLLEGE

1.2 Address Line 1

P.O.- MOIRABARI

Address Line 2

City/Town

MORIGAON

State

ASSAM

Pin Code

782126

Institution e-mail address

principalmoirabaricollege@gmail.com

Contact Nos.

03678-255225 (O) 9435811264 (M)

Name of the Head of the Institution:

Dr. Lila Kanta Barthakur

Tel. No. with STD Code:

03678-255225 (O)

Mobile:

9435479207

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID - ASCOGN12771

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++		2005-06	5 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

1.8 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 \_\_\_\_\_ 2006-07 \_\_\_\_\_ (02/07/2008)
- ii. AQAR \_\_\_\_\_ 2007-08 \_\_\_\_\_ (03/05/2011)
- iii. AQAR \_\_\_\_\_ 2008-09 \_\_\_\_\_ (03/05/2011)
- iv. AQAR \_\_\_\_\_ 2009-10 \_\_\_\_\_ (03/07/2015)
- v. AQAR \_\_\_\_\_ 2010-11 \_\_\_\_\_ (03/07/2015)
- vi. AQAR \_\_\_\_\_ 2011-12 \_\_\_\_\_ (03/07/2015)
- vii. AQAR \_\_\_\_\_ 2012-13 \_\_\_\_\_ (03/07/2015)
- viii. AQAR \_\_\_\_\_ 2013-14 \_\_\_\_\_ (03/07/2015)

### 1.9 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

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Nil

### 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  Nil

University with Potential for Excellence  Nil UGC-CPE  Nil

DST Star Scheme	Nil	UGC-CE	Nil
UGC-Special Assistance Programme	Nil	DST-FIST	Nil
UGC-Innovative PG programmes	Nil	Any other ( <i>Specify</i> )	01 (Knitting-cutting)
UGC-COP Programmes	Nil		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	Nil
2.4 No. of Management representatives	01
2.5 No. of Alumni	Nil
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	Nil
2.8 No. of other External Experts	Nil
2.9 Total No. of members	09
2.10 No. of IQAC meetings held	06
2.11 No. of meetings with various stakeholders:	No. Nil Faculty 05
Non-Teaching Staff	Nil
Students	Nil
Alumni	01
Others	Nil
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	3 lakhs

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

- Prepare annual report for session 2012-13.
- Monitoring the different Cells & committees.
- Promotes research culture among faculties.
- Collect feedback from students, alumni etc.
- Collect daily performance report from teachers.

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
Prepare Annual Report	IQAC prepared annual report for session 2012-13
Collect feedback Report	Collected feedback report from students as well as alumni
Collect daily performance report of teachers	Daily performance report has been collected
Collect weekly Report	Weekly Report has been collected
Conduct seminar/workshop etc.	Organized Workshop on Credit and grading system of semester system

\* 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

## 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	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	01	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	01	Nil	Nil	Nil
Others H.S.	01	Nil	01	Nil
<b>Total</b>	03	Nil	01	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

Elective Option
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##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	B.A. Major & General) = 02
Trimester	Nil
Annual	H .S. = 01+01 = 02 (Arts & Commerce)

##### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni  Parents  Employers  Students

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

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

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

The syllabi are prepared by affiliating Gauhati University. Two Teachers of this institution are members of syllabi Committee. No revision took place during the session.

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
	28	07	21	Nil	Nil

2.2 No. of permanent faculty with Ph.D. 02

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
	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty Nil Nil 03

2.5 Faculty participation in conferences and symposia:

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

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

Departmental Seminar, Use of Projector, Educational Tour, Computer Lab, class room infrastructure development (Sound system) etc.

2.7 Total No. of actual teaching days during this academic year 180

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

Nil	02	Nil
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2.10 Average percentage of attendance of students

70%
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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. 1+1+1	78					46%
H .S.	57					70%

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

- \* IQAC conducted workshop on credit and grading system at semester system.
- \* Collect feedback report from students for teacher as well as alumni.
- \*IQAC Monitoring the various cells and committees.
- \* IQAC Suggested to maintain log book and departmental teacher attendance records.
- \* Collect the daily performance reports of teachers.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	03
Faculty exchange programme	Nil
Staff training conducted by the university	01
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	Nil	Nil	02
Technical Staff	Nil	Nil	Nil	Nil

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. A research promotion cell has been established under IQAC.
2. IQAC encourages the faculty members putting their research works as a college bulletin with ISBN nos.
3. IQAC encourages faculty members to pursue M. Phil, Ph. D, NET, SLET etc.

#### 3.2 Details regarding major projects: - Proposal of UGC for MRP.

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			01
Outlay in Rs. Lakhs	0.90 lakh			0.90 lakh

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		01	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		01	

#### 3.5 Details on Impact factor of publications: Nil

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	18 months	UGC	4,05,000/-	4,05,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

Organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	02
Sponsoring agencies	Nil	Nil	Nil	Nil	College fund

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

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  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	Nil	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	02		
NCC	Nil	NSS	Nil	Any other	Nil

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

I. Plantation Program within and outside the College campus.

II. Awareness camp on Disaster management at Moirabari High School, Moirabari, Morigaon, assam.

## 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	576000 sq.ft.	Nil	-	576000 sq.ft.
Class rooms	6550 sq.ft.	Room No 32	State Govt.	6550 sq.ft.
Laboratories	01	01	State Govt	02
Seminar Halls	Nil	Nil	Nil	Nil
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	02	Equipments for sports & Electricals	UGC	02
Value of the equipment purchased during the year (Rs. in Lakhs)		501114/- 726372/-	UGC	1227486
Others				

#### 4.2 Computerization of administration and library

Computer system has been introduced at Official work of the college during the session. Salary statement, punching records, Tax related activities and accounts system has been computerized from this session. Computerization was introduced in the library activities in the year 2011. SOUL 2.0 developed by INFLIBNET is used computerization of the library. The data entry in the SOUL has almost been completed and now we are going to circulate the library books through circulation section of the library automation within a very short period. Barcode Technology, Computer Network, E-Books and E- Journals, Close circuit Television Camera (CCTV) has been introduced during the session.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>3,073</b>	<b>4,60,950/- (Approximate)</b>	<b>92</b>	<b>5,000/-</b>	<b>3,165</b>	<b>4,65,950/-</b>
Reference Books	<b>10,524</b>	<b>15,78,600/- (Approximate)</b>	<b>39</b>	<b>6,475/-</b>	<b>10,563/-</b>	<b>15,85,075/-</b>
e-Books	<b>97,000+</b>					
Journals	<b>02</b>		<b>01</b>	<b>2,633/-</b>	<b>03</b>	
e-Journals	<b>6,000+</b>					
Digital Database						
CD & Video						
Others (specify)	<b>CCTV 05</b>		<b>03</b>		<b>08</b>	

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others (Cells)
Existing	17	Nil	02	Nil	Nil	02	10	03
Added	15	Nil	02	01	05	06	Nil	01
Total	32	Nil	04	01	05	08	10	04

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

A short term computer course (STCC) is introduced by IQAC for students as well as Teachers.

4.6 Amount spent on maintenance in lakhs:

i) ICT	
ii) Campus Infrastructure and facilities	14.7 lakhs
iii) Equipments(Sports Materials)	12.27 lakhs
iv) Others (Excursion )	2.0 lakhs
<b>Total:</b>	<b>28.97 lakhs</b>

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Reservation for physically handicap, sports persons etc. in admission.
- Fees installment facility for poor students.
- Remedial classes for academically week students.
- UGC Sponsored coaching classes for Entry in Services has been provided.
- Health unit for Students.

5.2 Efforts made by the institution for tracking the progression

- The result evaluation process has been introduced .
- Introduced new technology at library, Administrative works , Departmental Chambers and classrooms .
- Students union were formed, guardians meeting as well as Alumni meet were also convened.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
553	Nil	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students Nil

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Demand ratio
Dropout %

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

- We have a student support and progression cell to monitoring the different activities to support mechanism for coaching for competitive examination in the college.

No. of students beneficiaries 45

5.5 No. of students qualified in these examinations

NET	Nil	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	05

5.6 Details of student counselling and career guidance

- The college has a student counselling and career guidance cell. The cell monitoring all the activities regarding student counselling and career guidance of students.

No. of students benefitted 50

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

- Seminars have been organized on Women Empowerment and role of self help groups at rural area of morigaon district.



## 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	Nil	Nil
Financial support from government	209	6,39,650/-
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

### 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 education on ethical values and emphasis on the moral uprightnes & self dependent in the young generation and to strive to maintain a crime free serene atmosphere in the society.

##### **Mission**

- To impart quality higher education in the faculty of Arts.
- To make conscious efforts for the all-round development of personality of the students.
- To inculcate in the students the spirit of enquiry, scientific temperament and craze for learning: liberal, humanitarian and true democratic values: and positive outlook which will enable them to face the challenges of life with confidence and fortitude.
- To lay special emphasis on the expansion of woman education for a balanced progress of the society.
- To impart training in Games and Sports, Music Art and Culture.
- To create in the students a zeal for the preservation of a healthy physical environment in the surrounding areas.
- To provided facilities to the young generation to enter into the world of information and Communication Technology, and make them competent for jobs in the modern day context.

#### 6.2 Does the Institution has a management Information System

Yes, the institution has a Management Information System. MIS operated by Administrative Office. There are two nos. of Punching Machines to record the attendance of Teaching and Non Teaching staff.

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

#### 6.3.1 Curriculum Development

The college is committed to offer both General and Major Courses for the undergraduate students as per Gauhati University course and curriculum. The college has an academic calendar in conformity with the University calendar to implement the curriculum. Each and every department formulates its own action/course plan and departmental routines. The academic committee reviews the academic progress of the college in consultation with the Principal.

#### 6.3.2 Teaching and Learning

The college follows the instructions offered by the Gauhati University at Degree Level and instruction made by the Assam Higher Secondary Education Council in Higher secondary level. The college follows the curriculum designed by the Gauhati University. It follows the academic calendar published by the Gauhati University from the beginning of the session. As per academic calendar activities such as Sessional and final examinations, educational tours, field study, laboratory practical etc. has been conducted. Feedback report, remedial classes, book purchasing etc. were also conducted.

#### 6.3.3 Examination and Evaluation

All the Sessional and final examinations and evaluations are conducted by the Gauhati University. The college conducts internal examinations such as unit test, Sessional test etc. The college evaluates the internal examinations and records are maintained by the various departments. Re-evaluation system has been introduced in case of internal examination also.

#### 6.3.4 Research and Development

- The College has a Research Promotion Cell that encourages the Research culture among faculty members.
- It encourages the faculty members to pursue Ph. D, M. Phil, NET/SLET, RC/OP, MRP etc.
  - It encourages faculty members to publish research findings in refereed journals and magazines etc.
  - It encourages faculty members to publish research articles.
  - One state level and three national level seminars have been organized by the college sponsored by UGC NERO.
  - Books with ISBN are published.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Central library of Moirabari College is equipped with text books, reference books, journals, e-journals, magazines, news papers, furniture, Computer with internet facility, reprographic facility, and software automation with SOUL-2.0

### 6.3.6 Human Resource Management

- Various Cells and committees for smooth functioning of academic and extension services.
- Teachers are encouraged to take part in various faculty development Programmes.
- Leave facility provided by the college authority .
- Internet facilities have been provided to various Departments of the College.
- Fully Computerized Library with more than 13000 books, about 6000 e-journals and more than 97000 e-books.
- Research culture is encouraged among the Faculty members as well as the students of the institution.

### 6.3.7 Faculty and Staff recruitment

Nil

### 6.3.8 Industry Interaction / Collaboration

Nil

### 6.3.9 Admission of Students

Admission of the students in the college is made purely on merit basis. Admission committee of the college takes initiatives for admission of students in different classes. It is conducted with proper verification of documents and meritorious students are offered to take major in particular subject. Poor but meritorious students are given financial aids for admission from the poor fund of the college.

6.4 Welfare schemes for

Teaching	Moirabari college Teaching Staff has a Teachers Mutual Aids Fund for them. Even facility of personal loan and salary in advance ( for Non Sanction post) has been provided.
Non teaching	Moirabari college Non Teaching Staff has also a Mutual Aids Fund for them .
Students	Moirabari college has also a poor fund for students.

6.5 Total corpus fund generated

65,000/-

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	Nil	Yes	Governing Body
Administrative	no	Nil	Yes	Governing Body

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

For UG Programmes

Yes  Nil  No  Nil

For PG Programmes

Yes  Nil  No  Nil

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

The College has no liberty to reform Examination procedure. The affiliating University (Gauhati University) maybe reform the Examination procedure.

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

Moirabari College has an Alumni Association. They has been interacted with present students and sharing their experience and knowledge.

#### 6.12 Activities and support from the Parent – Teacher Association

Moirabari College has a Guardians Forum to maintain a good academic atmosphere and co-operation between guardians and others members of college family. Feedback of parents has been collected.

#### 6.13 Development programmes for support staff

The college motivate its faculties to attend OP/RC/STC and other professional development programmes organized by the different Universities of the Nation.

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

- Plantation through Anti Global Warming society in collaboration with Extension service cell.
- Gardening and plantation in college 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.

Innovations introduced during this session which have created positive impact on the functioning of the college:

- Improvement in library facilities.
- Facial Recognition Machine has been installed for recording attendance of teaching and biometric punching machine for non-teaching staff of the college.
- Computer system has been provided to each and every department with internet facility through V-SET dish antenna.
- LCD projector has been provided for quality education.

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

- Feedback report has been collected from students' as well as alumni.
- Remedial classes have been taken.
- Some of the teachers submitted MRP.
- Few departments has organized Departmental seminars.

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

- Daily performance report & self appraisal report.
- LCD projector system in teaching - learning process

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

7.4 Contribution to environmental awareness / protection

- Environmental field study programme organized by the college.
- Plantation programme has been organized in collaboration with Anti-global warming society.

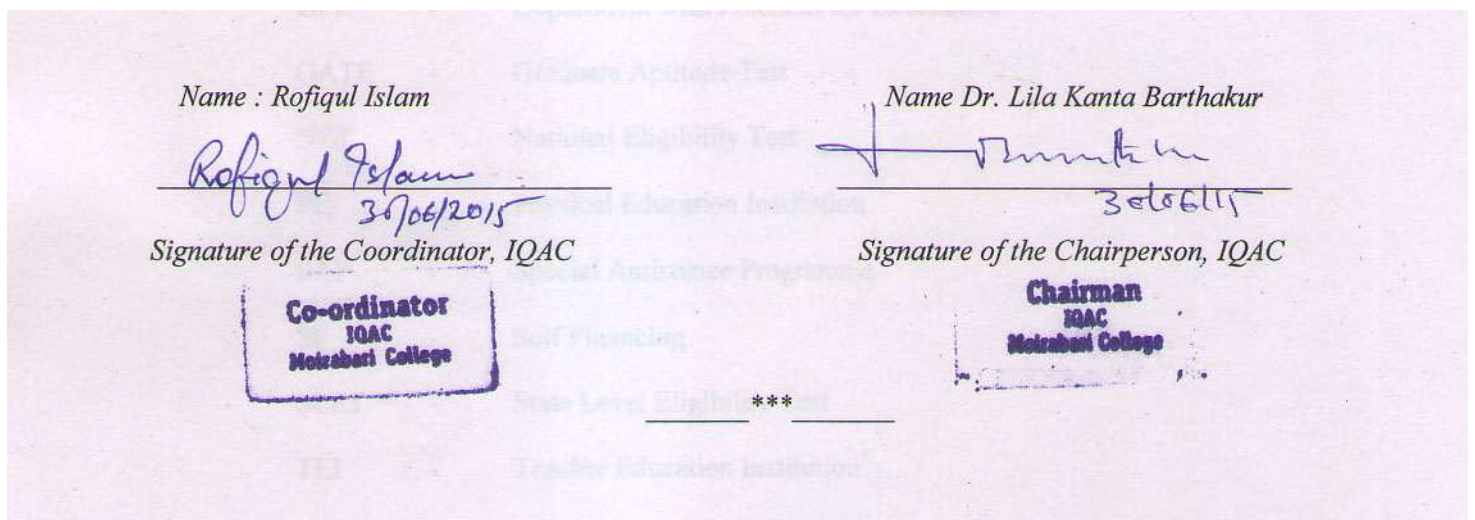
7.5 Whether environmental audit was conducted?      Yes       No

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

Strength: Eco-friendly college campus for healthy environment & Promote Research culture among faculties.  
Weakness: Lack of vocational Education and skill development programme for students  
Opportunity: Congenial atmosphere for girl's education for Woman Empowerment.  
Threats: Unemployment and lack of need base Education.

## 8. Plans of institution for next year

- \* Construction of More class rooms having all modern facilities.
- \* Development of Central as well as departmental Library facilities.
- \* Gardening and plantation.



## Annexure I

### 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

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