

# **ANNUAL QUALITY ASSURANCE REPORT**

## **2008-09**

---

**Submitted to:**

Director,  
National Assessment and Accreditation Council (NAAC)  
Bangalore



**Submitted By**

**Principal/Coordinator  
IQAC  
L.C. Bharali College  
Maligaon, Guwahati-781011  
Assam**

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year (*for example 2013-14*)

2008-09

### I. Details of the Institution

1.1 Name of the Institution

Lalit Chandra Bharali College

1.2 Address Line 1

Maligaon

Address Line 2

City/Town

Guwahati

State

Assam

Pin Code

781011

Institution e-mail address

lbccollege.csc@gmail.com

Contact Nos.

03612675259

Name of the Head of the Institution:

Dr.N.K.Deka

Tel. No. with STD Code:

03612675259

Mobile:

Name of the IQAC Co-ordinator:

Minati Medhi

Mobile:

9401250683

IQAC e-mail address:

iqac.lbc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

L.C. Bharali College  
File name : 2008-09.docx

OR

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:

<http://www.lcbcollege.in>

Web-link of the AQAR:

<http://www.lcbcollege.in/AQAR/2008-09.pdf>

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 <sup>st</sup> Cycle	B	NA	2004	2009
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

10.09.2004

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 \_\_\_\_\_ 28/12/15 \_\_\_\_\_ (DD/MM/YYYY)4  
ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

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     Tribal     Rural

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)

DOEACC O'LEVEL, PGDCA, CCA

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     UGC-CPE

DST Star Scheme     UGC-CE

UGC-Special Assistance Programme     DST-FIST

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

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="0"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="09"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="02"/> Faculty <input type="text" value="01"/>
Non-Teaching Staff	<input type="text" value="01"/>
Students	<input type="text" value="01"/>
Alumni	<input type="text" value=""/>
Others	<input type="text" value=""/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value=""/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="03"/>
International	<input type="text" value=""/>
National	<input type="text" value=""/>
State	<input type="text" value=""/>
Institution Level	<input type="text" value="03"/>
(ii) Themes	<div style="border: 1px solid black; padding: 5px;"><ul style="list-style-type: none"><li>✓ Workshop on 'Satriya Nritya' by the Departments of Bengali, Hindi, History.</li><li>✓ Seminar on 'Domestic violence and Women's Human Rights' by the Department of Political Science</li><li>✓ A socio-economic survey at Rani Forest area organised by the Economic Association</li></ul></div>

2.14 Significant Activities and contributions made by IQAC

- ✓ Student counselling for career opportunities
- ✓ Designing the Academic calendar
- ✓ Implementing the scheduled programmes of the Academic Calendar
- ✓ Review of the activities of the stakeholders
- ✓ Quality improvement in every domain involving all the stakeholders
- ✓ Feedback for quality improvement.

2.15 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
<p><b>To encourage:</b></p> <p>Academic programmes for faculty</p> <p>Extra curricular activities with a social dimension for students</p> <p>Minor/major research projects</p> <p>Research work and publication</p>	<p><b>The plan of action envisioned for the academic year has been achieved.</b></p> <p>Interested faculty were allowed to attend Refresher courses, summer school, Seminars, conferences etc.</p> <p>Students were actively engaged in a host of academic and extra-curricular community activities</p> <p>One minor research work in progress</p>

\* Attached as ANNEXURE -I.

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 AQAR is placed before the IQAC Committee, Academic Committee of the college.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	05	02	04	04
PG Diploma	01		01	01
Advanced Diploma				
Diploma	02		02	02
Certificate	01		01	01
Others	01		01	01
<b>Total</b>	10	02		
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum Core/Elective option  
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	07
Trimester	
Annual	03

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

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

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

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

Being an affiliated college, it follows the syllabi designed by the Gauhati University.

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

BBA and BSc IT have been introduced

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	40	07	14	NA	19

2.2 No. of permanent faculty with Ph.D.

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
	01	02	-	-	-	-	14	-	15	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	03	
Presented papers	03	01	0
Resource Persons			

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

- Departmental seminars and group discussions
- Educational tours
- Project work
- Use of OHP,LCD projectors

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

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

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

2.10 Average percentage of attendance of students



2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA Part III	131		NIL	55.97	14.92	70.89
BSc. Part III	94	6.25	27.50	52.50	NIL	86.25
BCA 1st Sem	40					65
BCA3rd Sem	23					73.9
BCA 2nd Sem	32					100
BCA4th Sem	23					56.5
BCA 5th Sem	23					82.6
PGDCA1st Sem	26					34.61
PGDCA2nd Sem	15					53.33

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

<ul style="list-style-type: none"> <li>• Student feedback</li> <li>• Student counselling</li> <li>• Regular Review meetings of IQAC for progress of action plan</li> <li>• Monitoring of students' performance in internal examinations ,participation in curricular/extension activities.</li> <li>• Review of Departmental activities.</li> </ul>
---

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</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.	08
Others	

#### 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	15	01	01	02
Technical Staff	NIL	NIL	-	08

## Criterion – III

### 3. Research, Consultancy and Extension

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

<ul style="list-style-type: none"> <li>✓ Encourages teachers to do Minor Research Projects</li> <li>✓ Teachers pursuing PhD programmes are allowed flexible working hours</li> <li>✓ Faculty motivated to participate/ present papers in seminars /workshops etc.</li> </ul>
--

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0			
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	01		
Outlay in Rs. Lakhs		1,00,000		

#### 3.4 Details on research publications

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

#### 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 years	UGC	1,00,000	1,00,000
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	NIL
Sponsoring agencies					

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

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

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

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

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="NIL"/>	State level	<input type="text" value="150"/>
National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text" value="20"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="NIL"/>	College forum	<input type="text" value="NIL"/>
NCC	<input type="text" value="02"/>	NSS	<input type="text" value="13"/>
		Any other	<input type="text" value="NIL"/>

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

- Observation of NSS day on 24th September, 2008 by organising a popular talk on 'Mother and child health care' by Dr. J. P. Sarma, Child Specialist, Sanjivani Hospital, Maligaon.
- The NSS unit celebrated Gandhi Jayanti by organising All Guwahati Inter-College Art Competition on the topic 'Non-Violence' at the college premises.
- World Disaster Day was observed by NSS unit by organising an awareness campaign in the neighbouring areas of the college on 29th October.
- NCC Cadets participated in a rally on safety of Girl Child.
- NCC Cadets joined a Bio-Sainik Camp at Guwahati Airport
- Campus interview by WIPRO on 15.12.08. ( 9 students selected).
- Participation of NSS volunteers in Inter College Exchange Cum Meet in July at New Delhi.

- Participation of NSS volunteers in Indo-Japan Cultural Youth Exchange programme in November, at Guwahati.
- Participation of NSS unit in Communal Harmony Rally at Bharalumukh on 22nd November, 2008
- World Aids Day observed by NSS unit at Chandmari on 1st December 2008.
- Combined annual NSS training camp at Kukurmara Rohini Kumar Choudhary High School, 24th December 2008.
- Tobacco and cancer awareness camp by NSS Unit of LCB College on 10th June, 2009.
- One NSS student participated in the Republic Day celebration at New Delhi.
- One NSS student participated in the Production Oriented Theatre Workshop organised by National School of Drama, New Delhi in collaboration with Gandharba from 27.06.08 to 25.07.08

## 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	1.3 acres	-	-	1.3 acres
Class rooms	29	05	UGC	34
Laboratories	06	01	College fund	07
Seminar Halls	-	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	Comp53	33	College fund	86
	Gen 01	-	-	01
	Photocopier 01	01	IGNOU Convergence Fund	02
Value of the equipment purchased during the year (Rs. in Lakhs)	12,76366	6,35,135	College fund	1,79,101
		-	-	
Others	-	01	IGNOU Convergence Fund	
		-	-	-

#### 4.2 Computerization of administration and library

Proposal to make the library automated

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10437	8,67,274. 96	1004	2,44,067	11441	11,11,341. 96
Reference Books	2310	3,94,453	219	71,447	2,529	4,65,900
e-Books	-	-	-	-	-	-
Journals	-	-	05	3200	05	3200
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others	-	-	-	-		
Magazine			09	2562		
News paper	-	-	08	11,076		

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments CSC	Others LIB
Existing	53	44	-	-	-	07	01	01
Added	33	27	-	-	-	02	02	01
Total	86	71	-	-	-	09	03	02

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

The Department of Computer Science imparts training every year to hone the computer skills of faculty and staff

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	8,77,845
ii) Campus Infrastructure and facilities	3,66,202
iii) Equipments	2,34,167
iv) Others (Building)	51,28,409
<b>Total :</b>	<b>66,06,623</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Student support services are spelled out in the prospectus
- The management and faculty accessible to students any time
- A healthy equation exists between students and faculty, management
- Students are encouraged to participate in support programmes/extracurricular activities with a social dimension
- A Grievance Redressal Cell for students
- Career Guidance Cell for the students
- Extra help for needy students

#### 5.2 Efforts made by the institution for tracking the progression

- Continuous monitoring of the student programmes
- Information about various student programmes are updated on the notice board and through the office of the Students' Union.
- Personal contact with students for promptly addressing queries.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
927			81

#### (b) No. of students outside the state

22
----

#### (c) No. of international students

NIL
-----

Men	No	%	Women	No	%
	544	53.9		464	46

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
590	96	101	202		989	616	111	83	198		1008

Demand ratio

4.04:1
--------

Dropout %

40.86
-------



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

5.6 Details of student counselling and career guidance

- Student counselling is provided by the Career Guidance and Placement Cell of the college.
- Informal counselling is offered in the classrooms/ the departments by the teachers.
- Activities of Career Guidance and Placement Cell:**
- Group discussion on the intricacies of facing interviews
- Entrepreneurship Awareness Camp by Department of Science and Technology, Govt. of India from 29-31/01/08
- Placement training programme conducted by the CGP Cell on 11/12/08
- Campus interview WIPRO on 15/12/08

No. of students benefitted

09

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
01	09	09	NIL

5.8 Details of gender sensitization programmes

An awareness programme on 'Oral Health and Hygiene' for the faculty and women of the neighbourhood on 15.09.08.

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	182	6,58,130
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:

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

<p><b>Vision</b></p> <ul style="list-style-type: none"><li>➤ To translate into a centre of excellence</li><li>➤ To provide quality education to students of the peripheral areas</li><li>➤ A centre of alternative career oriented education in Science</li><li>➤ To promote soft skills as an integral aspect of learning</li><li>➤ Knowledge as empowerment and instrument of social responsibility</li></ul> <p><b>Mission</b></p> <ul style="list-style-type: none"><li>➤ To generate excellence by identifying and moulding some of the best minds.</li><li>➤ To cultivate an academic environment and to inculcate life values in students</li></ul>
--

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

<p>Although a formal Information System does not exist, official communication is circulated to all the departments in the form of hand-outs or displays on the notice boards.</p>
--

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

##### 6.3.1 Curriculum Development

<ul style="list-style-type: none"><li>➤ The college being affiliated to the Gauhati University follows the prescribed syllabi of the same.</li><li>➤ A few faculty members are on the University committees for curriculum development.</li><li>➤ Certificate courses in Computer Science designed by the Department.</li><li>➤ Academic calendar incorporates curricular activities.</li><li>➤ Training programmes related to personality development and career opportunities are designed and implemented every year.</li></ul>
--

##### 6.3.2 Teaching and Learning

<ul style="list-style-type: none"><li>✓ The Academic calendar includes the annual activities to be undertaken</li><li>✓ Each Department compiles lesson plans for the academic year</li><li>✓ The thrust is on participative learning in the form of group discussions, seminars ,project work</li><li>✓ Personality development programmes</li><li>✓ Extension activities of NSS, NCC.</li></ul>
---

### 6.3.3 Examination and Evaluation

- Internal and external process of examinations
- Internal Unit tests are conducted by the examination committees
- Class tests and surprise tests
- Provision of re-test
- Best scores are selected
- Question papers are circulated in class and discussed.

### 6.3.4 Research and Development

- There is an academic climate in the institute
- The faculty is either engaged in PhD work or minor research projects
- Students are encouraged to do projects under the supervision of the faculty
- Seminars, group discussions, interactive sessions are regularly conducted by the departments

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

**Library**

- Plan to make the Central Library fully automated
- Necessary infrastructure provided

Books	Reference books	Journals	Magazines Newspapers
11441	2529	05	09 08

**ICT**

- LCD projectors in laboratories
- Over Head Projectors available

**Physical infrastructure**

- Computer Science and Electronics Departments are equipped with State-of- the- art classrooms and laboratories
- Physical infrastructure is limited for outdoor sports. Such events are conducted at the Gauhati University sports fields, hardly 2 kilometres away from the institute
- Indoor sports activities are conducted at the college campus.

### 6.3.6 Human Resource Management

- The faculty and ministerial/ administrative / technical staff are recruited on the basis of the rules and regulations laid down by the UGC and Directorate of Higher Education, Govt. of Assam.
- Faculty are sent for Orientation programmes/Refresher courses.
- There are a number of committees comprising of faculty members and headed by a convenor to oversee the execution of different tasks .
- Guests /contractual lecturers are appointed regularly to supplement vacancies/completion of the syllabus .

### 6.3.7 Faculty and Staff recruitment

- Faculty and Staff recruitment for all vacant posts of administrative /technical staff and faculty posts are advertised in the leading local newspapers.
- Candidates are selected according to the rules and regulations of UGC and Directorate of Higher Education, Govt. of Assam.

### 6.3.8 Industry Interaction / Collaboration

- The institution does not have a MOU with any industry but the students are taken on industrial visits.
- Campus interviews were conducted by IBM Daksh, Wipro, TCS

### 6.3.9 Admission of Students

- An admission committee comprising of faculty members processes the submitted admission forms
- Students are given the prospectus along with the admission forms.
- The prospectus contains details regarding courses of study, combinations offered, fee structure, career oriented/certificate courses.
- A minimum cut off mark at entry point
- The Govt. reservation policy is followed
- BPL students are duly considered
- Admission is also on first come first serve basis
- During admission, a counselling session is conducted by faculty members regarding the availability of courses, combination of subjects, suitability of the courses.

### 6.4 Welfare schemes for

**TEACHING:**  
Same as in the Report of 2007-08

**NON TEACHING**  
Same as in the Report of 2007-08

**STUDENT:**  
Same as in the Report of 2007-08

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	NA	YES	Principal
Administrative	NO	NA	YES	Principal

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

- Registration of alumni on the college website
- Interaction between the past and present students
- Sharing of experiences and information about career opportunities
- Alumni employed as faculty members whenever a shortfall in teachers arises

6.12 Activities and support from the Parent – Teacher Association

- The Principal's office and the faculty is accessible to guardians/ parents on all working days
- There is no Parent-Teacher Association but there is regular interaction either physically or through phones.
- In matters involving disciplinary actions guardians/parents are intimated or called for.

6.13 Development programmes for support staff

- Hands on training in the use of computers
- 'Learn while you earn' facility
- One canteen worker / hand graduated from the college and attended PGDCA classes in the afternoon.
- Facility to take undergraduate examinations as private candidates
- Faculty sponsors studies in some cases
- Contractual staff re-absorbed in sanctioned posts
- Leave facility available
- Annual get together

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

- Tree plantation on annual Foundation Day in the neighbourhood, schools by NSS volunteers.
- Annual campus cleaning/tree plantation programmes by students/NSS volunteers
- Environment awareness campaigns
- The Department of Environmental Science and Water Management celebrated World Environment Day with a day long programme.

## 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.

- Same as stated in the report of 2007-08
- Entrepreneurship camp was organised to spread awareness about entrepreneurship development, various courses / training programmes under SME( small scale enterprises) and how Government schemes are available for promotion and development of these enterprises by individuals and groups. The awareness camp was organised under the aegis of IIE

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

#### PLAN OF ACTION

- Awareness programme on disaster management
- Lecture on World Environment Day
- Camp/workshop/awareness programmes on a wide range of issues.
- Student enrichment programmes.
- Campus recruitment.

#### ACTION TAKEN

- Lecture organised for celebrating World Environment Day on 5th June.
- On 20th October, Lecture on 'Disaster Preparedness' was organised. Students, Faculty members, non-teaching staff and people from the neighbourhood were present.
- Entrepreneurship awareness camp by Department of Science and Technology, Govt. of India, from 29/01/08 to 31/01/08.
  - Female Health Awareness Programme on 06/01/09.
  - Campus Interview conducted by Wipro. Nine students were selected.

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

- Inter -com facility has been made to link up the Principal's office with all the departments.
- Installation figure : Ten intercoms were installed in various faculty departments and the college library.
- L.C.B. College has been offering innovative and non-traditional subjects like Electronics and Computer Science in the science stream and vocational subjects like PGDCA and certificate courses. We are not only the first college to introduce these subjects in Assam in the regular UG course but have also facilitated gainful employment to our alumni. The following alumni have been employed as faculty members and support staff in the college itself:
  - 1] Dr. Fakkar U. Ahmed[2006] Computer Science joined in 2008.
  - 2] Saurabh Chowdhury [2007] joined in 2009.
  - 3] Kumaresh Sharma [Electronics] now working as faculty in Gauhati University was a faculty from 2006-2007.

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

7.4 Contribution to environmental awareness / protection

- ✓ Campus cleaning/tree plantation programmes undertaken regularly.
- ✓ World Environment Day celebrated every year.

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**
- Non traditional subjects in the science stream.
  - The computerization drive of all the departments.
  - Campus interviews for placement provides an experience for future job interviews.
- Weakness**
- Minimal use of audio-visual aids for teaching.
  - Students lack the killer-instinct to excel.
- Opportunities**
- The location of the college is convenient to the students.
  - Commuting is easy due to good public transport system. Direct bus services are available for all routes to the city.
- Threats**
- Frequent disruption of classes due to noise pollution by passing trains.
  - Railway track poses a great hazard.

**8. Plans of institution for next year**

- To set up a micro-processor 8085 laboratory.
- To upgrade the computer laboratory.
- To upgrade all the machines to be LAN connected.
- To facilitate direct communication between administration and faculty.





(Ms. Diba Borooah )  
Coordinator, IQAC  
L.C. Bharali College, Maligaon  
Guwhati-781011, Assam



(Dr. Adison Ali )  
Principal  
Chairperson, IQAC  
L.C. Bharali College, Maligaon  
Guwhati-781011, Assam

\*\*\*

**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

\*\*\*\*\*

ANNEXURE I ( ACADEMIC CALENDAR 2008-09)

Month/ Year	HOLIDAYS AS PER G.U	GOVT. HOLIDAYS	UNDECLARED HOLIDAYS	ACTIVITIES (COLLEGE AND DEPTT.)	Number of Working Days and Sundays																																																	
<p><b>JULY, 2008</b></p> <table border="1" data-bbox="96 656 612 1120"> <thead> <tr> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> <tr> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> </tr> <tr> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> </tr> <tr> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> </tr> <tr> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	M	T	W	T	F	S	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											<p>*1-31 SUMMER VACATION.</p>				
M	T	W	T	F	S	S																																																
	1	2	3	4	5	6																																																
7	8	9	10	11	12	13																																																
14	15	16	17	18	19	20																																																
21	22	23	24	25	26	27																																																
28	29	30	31																																																			

<b>AUGUST, 2008</b>											
M	T	W	T	F	S	S	15-INDEPENDENCE DAY	24- JANMASTOMI			SUNDAYS - 5  WORKING DAYS-25
				1	2	3					
4	5	6	7	8	9	10					
11	12	13	14	15	16	17					
18	19	20	21	22	23	24					
25	26	27	28	29	30	31					
<b>SEPTEMBER, 2008</b>											
M	T	W	T	F	S	S	1-TITHI OF SRIMANTA SARKARDEVA				SUNDAYS - 4  WORKING DAYS-25
1	2	3	4	5	6	7					
8	9	10	11	12	13	14					
15	16	17	18	19	20	21					
22	23	24	25	26	27	28					
29	30										

**OCTOBER, 2008**

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2-3-GANDHI JAYANTI  
& ID-UL-FITRE

5-14- DURGA PUJA,  
MANMOTSOV OF  
SRIMANTA  
SARKARDEVA &  
LAKHI PUJA

17-KATI BIHU

28-29-KALI PUJA &  
DEWALI

SUNDAYS - 4

WORKING DAYS-14

<b>NOVEMBER, 2008</b>											
M	T	W	T	F	S	S	13-BIRTHDAY OF GURU NANAK				SUNDAYS - 5  WORKING DAYS-24
					1	2					
3	4	5	6	7	8	9					
10	11	12	13	14	15	16					
17	18	19	20	21	22	23					
24	25	26	27	28	29	30					

<b>DECEMBER, 2008</b>											
M	T	W	T	F	S	S	9-ID-UZ-ZUHA  25-X-MAS				SUNDAYS - 5  WORKING DAYS-25
1	2	3	4	5	6	7					
8	9	10	11	12	13	14					
15	16	17	18	19	20	21					
22	23	24	25	26	27	28					
29	30	31									

**JANUARY, 2009**

M	T	W	T	F	S	S
			1	2	3	4
4	6	7	8	9	10	13
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

8- MOHARRAM

14-16- MAGH BIHU

17-SHILPI DIVAS

26-REPUBLIC DAY

31- SARASWATI PUJA

SUNDAYS-4

WORKING DAYS-22

<b>FEBRUARY, 2009</b>											
M	T	W	T	F	S	S	23- SHIVRATRI			25 <sup>TH</sup> ONWARDS EXAMINATION.	SUNDAY-4  WORKING DAY-23
						1					
2	3	4	5	6	7	8					
9	10	11	12	13	14	15					
16	17	18	19	20	21	22					
23	24	25	26	27	28						
<b>MARCH, 2009</b>											
M	T	W	T	F	S	S	11-12 DOLJATRA			EXAMINATION.	SUNDAYS-5  WORKING DAYS-24
						1					
2	3	4	5	6	7	8					
9	10	11	12	13	14	15					
16	17	18	19	20	21	22					
23	24	25	26	27	28	29					
30	31										

<b>APRIL, 2009</b>											
M	T	W	T	F	S	S	10- GOOD FRIDAY			EXAMINATION CONTINUES.	SUNDAYS-4
		1	2	3	4	5					
6	7	8	9	10	11	12					
13	14	15	16	17	18	19					
20	21	22	23	24	25	26					
27	28	29	30				13-17 BOHAG BIHU				WORKING DAYS-20
<b>MAY, 2009</b>											
M	T	W	T	F	S	S	1- MAY DAY				SUNDAYS-5
				1	2	3					
4	5	6	7	8	9	10					
11	12	13	14	15	16	17					
18	19	20	21	22	23	24					
25	26	27	28	29	30	31	9-BUDDHA PURNIMA				WORKING DAYS- 26



<b>JUNE, 2009</b>											
M	T	W	T	F	S	S					
1	2	3	4	5	6	7			25-26 ASSAM BANDH		SUNDAYS-4
8	9	10	11	12	13	14					
15	16	17	18	19	20	21					WORKING DAYS- 24
22	23	24	25	26	27	28					
29	30										

## ANNEXURE II (FEEDBACK)

Sl No	Department	Name	1 Regularity in class	2 Preparedness for Class	3 Presentation Skill	4 Concept on Subject	5 Logical Delivery	6 Participatory approach	7 Stimulation for Learning	8 Responsiveness to Students	9 Teacher accessibility	10 Effect of Class/Course on The Subject	11 Relevance of Course material	12 Evaluation Method	13 Timely Delivery of the course material	14 Availability of The Laboratory Resources	15 Encouragement Regarding Extracurricular Activities
1	Assamese	Ranjita Das Lahkar	3.8	3.8	3.8	3.8	3.6	3.6	3.7	3.5	3.6	3.5	2.8	3.4	3.6	2.7	3.5
2	Assamese	Dr. Nilima Goswami Sarma	3.5	3.5	2.8	3	2.8	3.2	2.8	2.8	2.9	3.2	2.8	3.1	2.8	2.4	3.1
3	Assamese	Ratneswar Mili	2.9	3.5	3.1	3.2	3.2	3.1	3.2	3.5	3.1	3.1	2.8	3.1	2.8	2.7	2.8
4	Assamese	Lakshmi D.Pathak	3.8	4	3.8	4	3.9	3.8	3.5	3.7	3.8	4	3.4	3.7	3.8	3.4	3.6
5	Bengali	Shibani Dey	4	4	4	3.4	3.9	4	4	3.7	3.9	3.9	3.3	4	4	2.7	3.2
6	Bengali	Dr. Sunanda Das	3.9	3.9	4	3.5	3.9	4	4	3.8	3.9	4	3.3	3.8	4	2.7	3.3
7	Computer Science	Barnali Kalita	3.9	3.1	2.9	2.8	2.7	3.1	3.1	3.1	3.4	3.1	2.5	3.1	2.9	2.9	3.2
8	Computer Science	Anamika Bora	3.7	3.6	3.3	3.5	3.2	3.2	3.4	3.2	2.8	3.3	3	3.3	3.5	3.1	2.9
9	Computer Science	M. Hassan	3.8	3	2.2	2.2	2.4	2.5	2.1	2.6	2.9	2.2	2.3	2.3	2.9	2.8	1.6
10	Computer Science	Kishore Baishya	3.8	3.7	3.2	3.3	3.1	3.3	2.9	3.2	3.5	3	2.9	3.3	3.4	3.1	3.1

11	Computer Science	Kajali Nath	3.9	3.8	3.9	3.9	3.5	3.5	3.8	3.7	3.9	3.5	3.3	3.7	3.7	3.2	3.2
12	Computer Science	Silpi Singh	3.7	3.9	3.8	4	3.8	3.9	3.8	3.9	3.3	3.7	3.4	3.6	3.8	3.1	3.2
13	Education	Dr. Nilima Deka	3.9	3.1	2.9	2.8	2.7	3.1	3.1	3.1	3.4	3.1	2.5	3.1	2.9	2.9	3.2
14	Education	Dr. A.M. Chakravorty	3.5	3.2	3	2.8	2.9	3	3	3.1	2.8	3.1	2.8	3	3.5	2.3	2.9
15	Education	Dr. Anita Bhagawoty	3.1	3.6	3.3	3.4	3	3.2	3	3.1	2.8	3	2.8	3.1	3.2	2.5	2.9