

# **ANNUAL QUALITY ASSURANCE REPORT**

**2011-12**

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**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*)

2011-12

### 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

lcbcollege.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:

IQAC e-mail address:

iqac.lcbc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

L..C. Bharali College

File name : 2011-12.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/2011-12.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 \_\_\_\_\_ 29/12/15 \_\_\_\_\_ (DD/MM/YYYY)4  
 ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iii. AQAR \_\_\_\_\_ (DD/M/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	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NA"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other ( <i>Specify</i> )	<input type="text" value="NO"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

## **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="00"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="00"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
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.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

Mapping Ethnographies in Assam: The Politics of Identity

2.14 Significant Activities and contributions made by IQAC

- Monitoring the execution of the Academic Calendar
- Student counselling for career opportunities
- Review of extra/curricular activities of the departments
- Update of research activities of faculty
- Monitoring the academic performance of students
- Feedback for quality improvement in every domain involving all the stakeholders

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
Plan of action envisaged is earmarked in the calendar	The plan has been partially fulfilled

\* 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 as 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	06		04	04
PG Diploma	01		01	01
Advanced Diploma				
Diploma	01		01	01
Certificate	01		01	01
Others	00		00	00
<b>Total</b>	09		07	07

Interdisciplinary				
Innovative				

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

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

Pattern	Number of programmes
Semester	06
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. In 2011, the syllabi of the undergraduate courses have been revised/ updated.

##### 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
34	06	12	NA	16

2.2 No. of permanent faculty with Ph.D.

08

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
	05	-	-	-	-	12	-	12	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

03

37

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	20	02
Presented papers	02	32	0
Resource Persons			

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

- Compulsory weekly Departmental seminars and group discussions
- Educational tours
- Project work

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

164

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

NA

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

05

05

05



2.10 Average percentage of attendance of students

78%

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	172	NIL	1.16	51.16	29.00	81.40
BSc Part III	59	6.78	40.68	27.11	1.70	76.27
B.Com	12	NIL	NIL	8.33	50.00	58.3
BCA 6th sem	16	Nil	50.00	6.25	Nil	56.25
BBA 6th Sem	13	Nil	30.76	15.25	Nil	46.15
PGDCA II Sem	36	Nil	Nil	Nil	Nil	47.22

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

- Student feedback
- Student counselling
- Regular meetings of IQAC
- Monitoring the execution of the Academic calendar
- Review meetings for progress of action plan
- Student mentoring, review of performance in internal examinations.

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.	15
Others	01

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	NIL	-	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

- Review of research work/ minor research projects
- Teachers pursuing PhD programmes are allowed flexible working hours
- Faculty motivated to participate/ present papers in seminars /workshops etc
- Students are motivated to think out of the box

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02			
Outlay in Rs. Lakhs	70,000			

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	02	
Non-Peer Review Journals			
e-Journals	01		
Conference proceedings	02	01	

#### 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	70,000	70,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects				

(other than compulsory by the University)				
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					
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	
	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

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

01

01

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

NIL

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

JRF NIL SRF NIL Project Fellows NIL Any other NIL

3.21 No. of students Participated in NSS events:

University level 250 State level NIL

National level NIL International level NIL

3.22 No. of students participated in NCC events:

University level 05 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	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text" value="01"/>	NSS	<input type="text" value="03"/>	Any other	<input type="text" value="06"/>

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

- NSS Day celebrated on 24th September by undertaking a cleaning of the neighbourhood and the campus
- Disaster Management Programme was organised by the NSS Unit
- A Group Discussion on 'Lack of Awareness is one of the causes of violation of Human Rights'
- Participation of NCC Cadets in crowd control at the annual Ambubashi Mela at Kamakhya Temple
- An Eye-Camp arranged by the NSS Unit for the students, teachers and neighbourhood
- Career Guidance Programme by the CGP Cell of the college
- Entrepreneurship Orientation Programme from 20-21/03/2012
- Celebration of Shilpi Divas on 17/01/12
- Educational tour to a historical site 'Mayong' by the Department of Assamese

## 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 acre			1.3acre
Class rooms	34	Dismantled 06		28
Laboratories	05	-	-	05
Seminar Halls	-	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	Comp 108 Generator 02 Photocopier 02	Comp 44 LCD 06 Visualiser 01	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	3128891	1254000 366600 81000	UGC	4830491
Others				

#### 4.2 Computerization of administration and library

Library is providing automated services to the students and faculty members like automated circulation, OPAC etc.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12042	1264960.96	1146	256188	13188	1521148.96
Reference Books	2739	518551	352	63057	3091	581608
e-Books(under NLIST)	54000	-	-	-	54000	-
Journals	10	19180	02	8500	12	27680
e-Journals (under NLIST)	2500	5000	-	-	2500	5000
Digital Database	-	-	-	-	-	-
CD & Video	120	-	44	-	164	-
Others (specify)	10	29048	-	21099	10	50147
Magazines					12	
Newspapers	12					

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others LIB and IQAC
Existing	108	73	04	-	-	10	15	06
Added	44	-	-	-	-	-	15	07
Total	152	73	04	-	-	10	30	13

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

Same as in the Report of 2010-2011
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

1650628
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ii) Campus Infrastructure and facilities

291137
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iii) Equipments

1008200
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iv) Others

4966968
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Total : 7916933

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

➤ NSS and NCC membership is encouraged among the students to inculcate social consciousness and a sense of responsibility ,discipline and dignity of labour among the youth.

5.2 Efforts made by the institution for tracking the progression

- Continuous monitoring of the student programmes and services
- Students are encouraged to participate in extracurricular activities on /off campus
- Information about various student programmes are updated on the notice board
- Personal contact with students for promptly addressing queries.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1090			61

(b) No. of students outside the state

18

(c) No. of international students

	No	%		No	%	
Men	647	56.21	Women	504	43.79	s

Last Year						This Year					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
709	109	93	258		1169	636	108	100	307		1151

Demand ratio 2.04:1 Dropout % 28.88

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

Nil

No. of students beneficiaries

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

Career Guidance Programme by the CGP Cell on 22/09/11  
Entrepreneurship Orientation Programme by IEE on 20-21/03/12

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 Details of gender sensitization programmes

A project on 'Status of Women in a Family' was published based on primary data from Nilachalpur and Adingiri

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		
Financial support from government	41	1,83,290
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

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

6.1 State the Vision and Mission of the institution

Same as in the Report of 2010-2011

6.2 Does the Institution has a management Information System

Same as in the Report of 2010-11

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

6.3.1 Curriculum Development

- The college being affiliated to the Gauhati University follows the prescribed syllabi of the same.
- Certificate courses in Computer Science designed by the Department.
- Training programmes related to personality development and career opportunities are designed and implemented every year.
- Extra/curricular activities of faculty and students are monitored by IQAC

6.3.2 Teaching and Learning

- The Academic calendar includes the annual activities to be undertaken
- Each Department compiles lesson plans for the academic year
- Participative learning -- group discussions, seminars ,project work
- Personality development programmes
- Extension activities of NSS, NCC.

6.3.3 Examination and Evaluation

- Internal and external process of examinations
- Internal Unit/sessional tests are conducted by the examination committees
- The best scores are sent to the university for adding to the grand total
- Class tests and surprise tests
- Provision of re-test
- 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
- Provided computers to carry out different library works
- Library is computerised.
- Faculty and students can access INFLIBNET N list service.
- Wi-Fi connectivity
- Provision of Photostat machines
- Book bank facility.
- Classification, cataloguing and upgradation is in compliance with international standards.

##### **ICT**

- LCD projectors in laboratories
- Over Head Projectors available
- All the Departments are equipped with computers
- Printers and scanners have been provided on a sharing basis between neighbour departments.

##### **Physical infrastructure**

- Computer Science and Electronics Departments are equipped with State-of-the-art classrooms and laboratories
- Physical infrastructure are 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.
- The administrative staff are imparted in-house basic computer skills.
- The Department of Computer Science conducts the programmes.
- Students admission is held according to the directives of the DHE, Assam.
- Since the economic recession of 2012, Companies prefer pool campus sessions generally held at the premier college of Assam, Cotton college.
- Professional institutes are allowed to conduct personality development programmes and counsel on career opportunities.
- 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.
  - Since the economic recession at the beginning of the decade, companies prefer pool campus sessions generally held at the premier college of Assam, Cotton College. Students are notified about the sessions.
  - Professional institutes are allowed to conduct personality development programmes and counsel on career opportunities.

### 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

- Easy accessibility of leave facility such as commuted leave on medical ground, earned leave, casual leave, half day leave etc.
- Duty leave is granted to facilitate participation in seminars, workshops, meetings of teachers' associations
- FIP leave can be accessed after formal clearance by the Governing Body and Govt. of Assam.
- Assistance to avail bank loans
- Assistance to avail advance loan from the college fund on extraordinary grounds.
- Provision of refreshments in all the departments
- Availability of all the local and national newspapers in the library.
- Health awareness camps/talks
- Annual picnic.

#### NON TEACHING

- Leave facility is available.
- Assistance to avail bank loans.
- Assistance to avail advance loan / festival advance from the college fund.
- Remuneration paid for duty in external examinations/ professional examinations.
- Health awareness camps / talks
- Water coolers

STUDENT

- Leave for absence from class is considered on special grounds.
- Quick processing of scholarship forms.
- Redressal of students' complains
- Re-tests allowed on considerate grounds.
- Counselling services
- Personality development programmes
- Encourages student participation in sports / cultural /social events.
- Students are encouraged to join NSS/NCC
- Students' Union
- Annual students' cultural functions
- Medical assistance
- Prompt first aid
- Common rooms
- Canteen

6.5 Total corpus fund generated

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			Yes	Principal
Administrative			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

- There is no formal association of the alumni though connection is maintained through the college page on the social site Facebook that facilitates exchange of ideas and experiences between present and past students who are well placed professionally.
- Alumni can register themselves on the college website.
- Alumni responds to urgencies whenever they are required, such as supplementing unexpected/unplanned vacancies in teaching.

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

- There is no formal Parent-Teacher Association but there is an extremely comfortable relationship between the two parties.
- The Principal's office and the faculties are accessible to guardians/ parents at all times on all working days.
- Parent- teacher interaction is either physically or through phones.
- In matters involving disciplinary actions guardians/parents are intimated or called for.

### 6.13 Development programmes for support staff

- Opportunity to be technologically updated so that can operate computers, Photocopiers, LCD Projectors etc.
- 'Learn while you earn' facility for those eager to pursue their studies.
- Facility to take undergraduate examinations as private candidates
- Faculty sponsors studies in some cases.
- Leave facility available.
- Annual get together.

### 6.14 Innovations for eco-friendly

- Tree plantation on Annual Foundation Day in the neighbourhood/ schools by the volunteers.
- Annual campus cleaning by students/volunteers of NSS/NCC
- Environmental awareness campaigns.
- Dustbins provided for maintaining cleanliness.
- Campaigns against the use of plastic/polythene bags.

## 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.

- Library Orientation Programme for students.
- Feed back system from the students.

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:**

- To upgrade the existing infrastructure.
- Faculty development programmes.
- Career Guidance programmes.
- To provide e-resources to faculty and students.

**Action Taken:**

- Renovation of classrooms and providing necessary accessories wherever required.
- A UGC sponsored seminar by the department of History.
- N LIST e-journals and e-books.

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

- There are two contributory mutual Funds of the faculty and staff that provide small loans ranging from Rs 10,000-25,000 at a minimum interest rate of 3%.
- Women members of the self-help group 'Ahalya' were imparted training in different income generating activities. These trainees had put up their stalls in the state-run NEDFI-Haat and Bihu Utsav Melas thereby supplementing their family incomes.
- Recruitment of alumni as faculty.

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

#### 7.4 Contribution to environmental awareness / protection

- Celebration of World Environment Day.
- A compulsory paper on 'Environmental Studies' is included in the syllabus to sensitize students on the importance of conservation practices.

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**

- Students securing low marks at entry level pass out with high scores.
- Personal rapport with the students provides the climate of easy accessibility to the faculty.
- Departmental counselling of students.
- Timely coverage of curriculum before the exams.
- Book Bank facility for needy students.

##### **Weakness**

- Limited physical infrastructure.
- Limited human resources for manual work like cleaning and mopping etc.

##### **Opportunities**

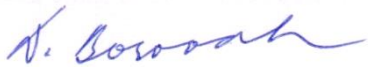
- The cut-off marks is kept at an affordable level to enable mediocre students to take admission.
- It is convenient for students living on the periphery of the city as the college is situated hardly 2kms from the Adabaari Bus Terminal.
- Good public transport connectivity to and from the college.

##### **Threat**

- Noise pollution by passing trains.
- Monkey menace.

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

- Upgradation of technology
- Upgradation of the laboratories
- Automation of the central library
- Encourage organisation as well as participation in seminars/conferences/workshops
- Encourage extracurricular activities especially those with a social dimension
- Environmental awareness programmes



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

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ANNEXURE I (ACADEMIC CALENDAR 2011-12)

Month/ Year	HOLIDAYS AS PER G.U	GOVT. HOLIDAYS	UNDECLARED HOLIDAYS	ACTIVITIES (COLLEGE AND DEPTT.)	Number of Working Days and Sundays																																										
<p><b>AUGUST, 2011</b></p> <table border="1" data-bbox="188 815 595 1345"> <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>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> </tr> <tr> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> </tr> <tr> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> </tr> <tr> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> </tr> <tr> <td>29</td> <td>30</td> <td>31</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>*15- INDEPENDENCE DAY</p> <p>*18-TITHI OF MADHAVDEV</p> <p>*22 JANMASTAMI</p> <p>*30 TITHI OF SANKARDEV</p> <p>*31 ID UL FITRE</p>			<p>*9- FOUNDATION DAY CELEBRATION.</p>	<p>*SUNDAYS-4</p> <p>*WORKING DAYS-23</p>
M	T	W	T	F	S	S																																									
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26	27	28	29	30																																																		

<b>OCTOBER, 2011</b>							*2- GANDHI JAYANTI *2-11, DURGA PUJA, JANMATSAV OF SRIMANTA SANKARDEV *18- KATI BIHU *26-KALI PUJA AND DIWALI.					*SUNDAYS-5  *WORKING DAYS-16
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>NOVEMBER, 2011</b>							*7-ID UL JUHA  *10-GURU NANAK BIRTHDAY.					*SUNDAYS-4  *WORKING DAYS-24.
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										

## DECEMBER, 2011

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	

\*6-MOHARRAM.

\*25- CHRISTMAS.

\*7-20 G.U  
EXAMINATION.

\*SUNDAYS-4

\*WORKING  
DAYS-25



<b>JANUARY, 2012</b>											
M	T	W	T	F	S	S					
						1					
2	3	4	5	6	7	8	*14-16 MAGH BIHU			*28 SARASWAT I PUJA CELEBRATI ON	*SUNDAYS - 5
9	10	11	12	13	14	15					*WORKING DAYS - 21
16	17	18	19	20	21	22	*17 SHILPI DIVAS				
23	24	25	26	27	28	29					
30	31						* 26 REPUBLI C DAY				
<b>FEBRUARY, 2012</b>											
M	T	W	T	F	S	S					
		1	2	3	4	5	*20 SHIVRAT RI				*SUNDAYS - 4
6	7	8	9	10	11	12			*17 ACTA PROTEST DAY		*WORKING DAYS - 23
13	14	15	16	17	18	19					
20	21	22	23	24	25	26					
27	28	29									

<b>MARCH, 2012</b>											
M	T	W	T	F	S	S	* 8-DOL JATRA				*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	31						
<b>APRIL, 2012</b>											
M	T	W	T	F	S		*13-15 BIHU		*20 ASSAM BANDH		*SUNDAYS - 5
											* WORKING DAYS - 21
2	3	4	5	6	7						
9	10	11	12	13	14						
16	17	18	19	20	21						
23	24	25	26	27	28						

30															
<b>MAY, 2012</b>															
M	T	W	T	F	S		*1- MAY DAY	*26- ASSAM BANDH	*6- BUDDHA	*31- BHARAT BANDH					
	1	2	3	4	5										
7	8	9	10	11	12										
14	15	16	17	18	19										
21	22	23	24	25	26										
28	29	30	31												

<b>JUNE, 2102</b>										
M	T	W	T	F	S					
				1	2					* SUNDAYS - 4
4	5	6	7	8	9					* WORKING DAYS - 25
11	12	13	14	15	16					
18	19	20	21	22	23					
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	3.6	3.6	3.6	3.7	3.5	3.8	3.5	2.8	3.4	3.6	3.8	3.5
2	Assamese	Ratneswar Mili	3.8	3	2.2	2.9	2.4	2.5	2.1	3.5	2.2	3.1	2.8	3.1	3.2	2.9	2.8
3	Assamese	Lakshmi D.Pathak	3.8	4	3.8	3.8	3.9	3.8	3.5	3.7	3.8	4	3.4	3.7	3.9	3.8	3.6
4	Bengali	Shibani Dey	3.9	3.9	4	3.9	3.9	4	4	3.7	4	3.9	3.3	4	3.9	3.9	3.2
5	Computer Science	Manisha Deka	3.9	3.1	2.9	3.4	2.7	3.1	3.1	3.1	2.9	3.1	2.5	3.1	2.7	3.9	3.2
6	Computer Science	Barnali Phukan	3.7	3.6	3.3	2.8	3.2	3.2	3.4	3.2	3.3	3.3	3	3.3	3.2	3.7	2.9
7	Computer Science	M. Hassan	3.8	3	2.2	2.9	2.4	2.5	2.1	2.6	2.2	2.2	2.3	2.3	2.4	3.8	1.6
8	Computer Science	Mousumi Shyam Choudhury	3.8	3.7	3.2	3.5	3.1	3.3	2.9	3.2	3.2	3	2.9	3.3	3.1	3.8	3.1
9	Computer Science	P.P.Dev Sarma	3.8	3.7	3.2	3.5	3.1	3.3	2.9	3.2	3.2	3	2.9	3.3	3.1	3.8	3.1
10	Computer Science	Fakhar Uddin Ahmed	3.9	3.8	3.9	3.9	3.5	3.5	3.8	3.7	3.9	3.5	3.3	3.7	3.5	3.9	3.2
11	Computer Science	Silpi Singh	3.7	3.9	3.8	3.3	3.8	3.9	3.8	3.9	3.3	3.7	3.4	3.6	3.8	3.7	3.2

12	Education	Dr. Nilima Deka	3.5	3.4	3	3.2	3	3.4	3.2	3.2	3.2	3.1	2.8	3.2	3	3.5	2.5
13	Education	Dr. A.M. Chakravorty	3.8	3.8	3.8	3.6	3.6	3.6	3.7	3.5	3.8	3.5	2.8	3.4	3.6	3.8	3.5
14	Education	Dr. Anita Bhagawoty	3.4	3.5	3.1	3.1	3.2	3.1	3.2	3.5	3.5	3.1	2.8	3.1	3.2	2.9	3
15	Electronics	Mitamoni Sarma	4	3.9	3.5	3.8	3.8	3.8	3.7	3.7	3.9	3.3	3	4	3.8	4	2.8
16	Electronics	Monalisha Goswami	3.8	3	2.2	2.9	2.4	2.5	2.1	2.6	3	2.2	2.3	2.3	2.4	3.8	1.6
17	Electronics	Kakoli Kalita	3.8	3.7	3.2	3.5	3.1	3.3	2.9	3.2	3.7	3	2.9	3.3	3.1	3.8	3.1
18	Hindi	Hirabala Das	3.9	3.8	3.9	3.9	3.5	3.5	3.8	3.7	3.8	3.5	3.3	3.7	3.5	3.9	3.2
19	History	Mamoni Sarma	3.4	3.2	2.8	3.5	3.2	3.5	3.6	3.7	3.2	3.3	3.1	3.6	3.2	3.4	3.3
20	History	Dr. Indrani Choudhury	3.7	3.4	3.2	3.4	3	3.3	3.6	3.6	3.4	3.3	3.2	3.4	3	3.7	3.2
21	Mathematics	Niva Barman	3.5	3.4	3	3.2	3	3.4	3.2	3.2	3.4	3.1	2.8	3.2	3	3.5	2.5
22	Mathematics	Dr.B.R.Bhuyan	3.1	3	2.6	2.6	2.8	2.5	2.5	2.6	3	2.5	2.8	3	2.8	3.1	3.1
23	Mathematics	Sangita Sarma Baruah	3.7	3.3	2.7	3.2	2.5	3	2.9	3	3.3	2.9	3	2.9	2.5	3.7	2.4
24	Mathematics	Bijoy K. Bhattacharyya	3.8	4	3.7	3.7	3.5	3.8	3.7	3.5	3.7	3.9	3.5	3.6	3.5	3.8	3.6
25	Philosophy	Nazima H. Borbora	3.8	3.8	3.8	3.6	3.6	3.6	3.7	3.5	3.8	3.5	2.8	3.4	3.6	3.8	3.5
26	Pol. Science	Dr. Namita Sarma	3	3.5	3.1	3.1	3.2	3.1	3.2	3.5	3.1	3.1	2.8	3.1	3.2	2.9	2.8
27	Pol. Science	D.P.Baishya	3.1	3.4	2.9	2.4	3	2.9	2.5	3.1	2.4	2.9	3.4	2.9	3	3.1	2.9
28	Physics	Gitanjali Devi	3.9	3.9	4	3.9	3.9	4	4	3.8	3.9	4	3.3	3.8	3.9	3.9	3.3
29	Physics	Manisha Phukan	3.8	3.8	3.8	3.6	3.5	3.6	3.7	3.5	3.6	3.5	2.8	3.4	3.6	3.8	3.5

30	English	Bhaswati Sarma Baruah	3.8	3.8	3.8	3.6	3.4	3.6	3.7	3.5	3.6	3.5	2.8	3.4	3.6	3.8	3.5
31	English	Diba Baruah	3.7	3.4	3.2	3.4	3.9	3.3	3.6	3.6	3.4	3.3	3.2	3.4	3	3.7	3.2
32	English	Minati Medhi	3.5	3.4	3	3.2	3.8	3.4	3.2	3.2	3.9	3.1	2.8	3.2	3	3.5	2.5
33	English	Dr. Livee D. Baruah	3.1	3	2.6	2.6	3.8	2.5	2.5	2.6	3.6	2.5	2.8	3	2.8	3.1	2.1
34	Statistics	Dr.Rijusmita Sarma	3.9	3.9	4	3.9	3.4	4	4	3.8	3.6	3.2	3.3	3.8	3.9	2.8	3.3
35	Statistics	Dr. Pranjal Sarma	3.8	3.8	3.8	3.6	3.4	3.6	3.7	3.5	3.4	3.5	2.8	3.4	3.6	3.8	3.5
36	Statistics	Dr. Jumi Kalita	4	3.5	3.1	3.4	3	3.1	3.2	3.5	3.2	3.1	3.2	3.1	3.2	2.9	3
37	Economics	Ranjana Sen	3.8	3	2.2	2.9	2.4	2.5	2.1	3.8	2.6	2.2	2.3	2.3	2.4	3.8	1.6
38	Economics	Deepak Goswami	3.8	3.7	3.2	3.5	3.1	3.3	2.9	3.8	3.9	3	2.9	3.3	3.1	3.8	3.1
39	Economics	C. M. Kalita	3.9	3.8	3.9	3.9	3.5	3.5	3.8	3.9	3.6	3.5	3.3	3.7	3.5	3.9	3.2
40	Economics	Jublee Goswami	3.7	3.9	3.8	3.3	3.8	3.9	3.8	3.7	3.1	3.7	3.4	3.6	3.8	3.7	3.2
41	Env. Science	Dr. D.K. Deka	3.8	3.7	3.2	3.5	3.1	3.3	3.9	3.8	2.9	3.9	3.5	3.5	3.8	3.9	3.9
42	Env. Science	Dr. N.D. Bordoloi	3.9	3.8	3.9	3.9	3.5	3.5	3.8	3.9	3.9	3.5	3.3	3.7	3.5	3.9	3.2