

ANNUAL QUALITY ASSURANCE REPORT

2014-15

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*)

2014-15

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:

Mrs. Bhaswati Baruah

Tel. No. with STD Code:

03612675259

Mobile:

9435407565

Name of the IQAC Co-ordinator:

Diba Borooh

Mobile:

9706021470

IQAC e-mail address:

iqac.lcbc@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

L.C. Bharali College

File name : 2014-15.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.lbccollege.in>

Web-link of the AQAR:

<http://www.lbccollege.in/AQAR/2014-15.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 st Cycle	B	NA	2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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 _____ 30/12/15 _____ (DD/MM/YYYY)
- 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

NO

University with Potential for Excellence	NA	UGC-CPE	NO
DST Star Scheme	NO	UGC-CE	NO
UGC-Special Assistance Programme	NO	DST-FIST	NO
UGC-Innovative PG programmes	NO	Any other (<i>Specify</i>)	NO
UGC-COP Programmes	NO		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	00
2.3 No. of students	00
2.4 No. of Management representatives	01
2.5 No. of Alumni	00
2.6 No. of any other stakeholder and community representatives	00
2.7 No. of Employers/ Industrialists	00
2.8 No. of other External Experts	01
2.9 Total No. of members	09
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Credit grading in Semester system under Gauhati University
Rashtriya Nagarik Panji

2.14 Significant Activities and contributions made by IQAC

- Mentorship
- Student counselling for career opportunities
- Academic calendar of academic/extracurricular events, publications, paper presentations, interdepartmental presentations
- Benchmark for developmental activities
- Review of student Feed-back system
- 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
<p>➤ Quality measures are chalked out at the beginning of the academic session in the Academic calendar. This is followed up by reminder notices to the concerned people/departments.</p>	<p>➤ The objectives are almost fulfilled.</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 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
Total	09		07	07
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
Trimester	
Annual	

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
	32	20	10	NA	02

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	04	-	--	-	-	10	-	11	04

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	01	06	
Presented papers	04	24	0
Resource Persons			

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

- Departmental seminars and group discussions
- Use of LCD Projectors
- PowerPoint presentations
- Educational tours to historical/heritage sites

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

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 %
*PGDCA						
B.Com Sem 6	30	Nil	Nil	53.33	36	83.83
BBA Sem 6	08	Nil		100		50
BSc IT Sem 6	05	Nil	66.67	33.33	Nil	60
BCA Sem 6	07	Nil	50	33.33	16.67	85.71
BA Sem 6	198	Nil	55.33	18	26.67	76.92
BSc Sem 6	75	Nil	10.66	60	4.0	74.66

* The semester examination was deferred by Gauhati University for more than a year.

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

- Student feedback
- Student counselling
- Regular Review meetings of IQAC for progress of action plan
- Monitoring of students' performance in internal examinations ,participation in curricular/extension activities
- Review of Departmental activities
- Completion of the syllabus with extra classes
- Promoting use of technology

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	03
Faculty exchange programme	

Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	18
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	01	-	01
Technical Staff	05	-	-	03

Criterion – III

3. Research, Consultancy and Extension

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

- Suggesting benchmarks for research/developmental activities such as
- All teachers should register for M.Phil/Ph.D
- Publication of research articles in National /international level referred journals
- Research Projects
- Participation in National seminars/workshops/conferences
- Departmental seminars/workshops every year
- Inviting eminent Guest Lecturers that would benefit both faculty and students

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		01		
Outlay in Rs. Lakhs		1,60,000	1,28,000	

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
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	2years	UGC	1,60,000	1,28,000
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					
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
				01		

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
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Blood donation Camp organised by M.M.C.Hospital, an annexe of G.M.C.Hospital through NSS unit at L.C.B. College on 11/03/15
- NSS volunteers' participation in a State level Youth Seminar organised by the Energy and Resources Institute, Guwahati, under the theme 'Sustainable Solution for Access to Safe Water' at Assam Sahitya Sabha Hall, Guwahati from 05/01- 06/01/15
- NSS volunteers' participation in National Integration Camp(NIC) under the Ministry of Youth Affairs and Sports, Govt. of India organised by the Vivekananda Yuva Kendra Sangathan from 03/01- 09/01/15
- NSS participation in the XIX National Youth Festival at Guwahati from 08/01- 12/01/15
- Inauguration programme of Mission Clean Brahmaputra at Uzanbazar Ghat river banks and river islands. It was organised by the Society for Bio-diversity Conservation of NE India and Govt. of India recognised Scientific and Industrial Research Organisation on 01/02/15. Twenty-one (21) NSS volunteers participated.
- NSS volunteers were pressed for crowd control at the Ambubashi Mela at Kamakhya Temple 21/06/15
- NSS Festival at Science and Technology University of Meghalaya from 28/04- 02/05/15
- Mega State level celebration of International Day of Yoga at Khanapara Veterinary playground, Guwahati on 31/10/15
- A Special Camp was organised on the college campus on the theme 'Introduction of National Service Scheme' from 10/04/15- 20/04/15
- Celebration of NSS Foundation Day on the campus on 24th September

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			1.3 acre
Class rooms	28	-	-	28
Laboratories	05	-	-	05
Seminar Halls	-	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	Comp 159 Gen 02 Photocopier 04 LCD 06 Visualiser01 Water cooler 01	- - - - - - Water cooler 01		
Value of the equipment purchased during the year (Rs. in Lakhs)	5252366	- - - - - 62875	UGC	5315241
Others	-	-	-	-

4.2 Computerization of administration and library

Same as in the Report of 2013-14

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13864	1655949.96	398	105237	14262	1761186.96
Reference Books	3279	650147	123	50056	3402	700203
e-Books	54000	-	36000+	-	90000+	-
Journals	18	77233	-	-	18	77233
e-Journals(under NLIST)	2500	5000	3500+	-	6000+	5000
Digital Database	-	-	-	-	-	-
CD & Video	164	-	04	1200	168	1200
Others magazine newspaper	12 14	1,09,497	- -	36,275	12 14	1,45,772

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	159	74	04	-	-	10	30	13
Added	-	-	-	-	-	-	-	-
Total	159	74	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 2013-14

4.6 Amount spent on maintenance in lakhs :

i) ICT	26,450
ii) Campus Infrastructure and facilities	12,32,615
iii) Equipments	36,840
iv) Others(Building)	1,21,362
Total :	14,17,267

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Same as in the Report of 2012-13

Also:

- To prepare meritorious students to obtain university ranks
- To encourage talented students to participate in sports/cultural events
- Redressal of student grievances

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
1086			62

(b) No. of students outside the state

24

(c) No. of international students

NIL

Men	No	%	Women	No	%
	704	61.32		444	38.68

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
646	101	89	286	01	1122	588	98	89	373	01	1148

Demand ratio 1.87:1

Dropout % 26.74

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

NA

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

Personality Development Programme conducted by the CGP Cell on 25/08/14

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
	00	00	

5.8 Details of gender sensitization programmes

An investment awareness programme on small time investment through mutual funds by Biplab Bhusan Dhar, Individual Financial Adviser, HDFC Mutual Funds on 15/11/14

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	04	29,030
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

Vision

- To translate into a centre of excellence
- To provide quality education to students of the peripheral areas
- A centre of alternative career oriented education in Science
- To promote soft skills as an integral aspect of learning
- Knowledge as empowerment and instrument of social responsibility

Mission

- To generate excellence by identifying and moulding some of the best minds.
- To cultivate an academic environment and to inculcate life values in students

6.2 Does the Institution has a management Information System

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

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.
- Academic calendar.
- Training programmes related to personality development and career opportunities are designed and implemented every year.

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 Sessional tests are conducted by the examination committees
- The best scores are sent to the university to be added to the final scores
- Random class tests and surprise tests
- Provision of re-tests
- 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 Ph.D 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

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 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.
- Smart classroom facilities provided
- Library is computerised
- Faculty and students can access INFLIBNET N list service.
- Classification, cataloguing and upgradation is in compliance with international standards.
- Wi-Fi connectivity.
- Provision of Photostat machine.
- Book Bank facility.

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.
- There are different committees headed by faculty members to execute the different tasks
- The Department of Computer Science conducts training programmes in computer skills regularly for the faculty and staff.
- The new office recruits were sent to B Barooah College, Guwahati for an orientation programme on office management.
- Students admission is in compliance with the Directives of the DHE, Assam
- Since the economic recession, companies prefer pool campus sessions generally held at the premier college of Assam, Cotton College.

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.
 - Currently pool campus sessions are generally held at the premier college of Assam, Cotton College.

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 2013-14

NON TEACHING
Same as in the Report of 2013-14

STUDENT
Same as in the Report of 2013-14

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

Same as in the Report of 2013-14

6.12 Activities and support from the Parent – Teacher Association

- There is no Parent-Teacher Association
- The Principal's office and the faculty are accessible to guardians/ parents on all working days
- Parent- teacher 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

- 'Learn while you Earn' facility.
- Facility to take undergraduate examinations as private candidates .
- Leave facility available.
- Annual get together.
- Contractual staff re-absorbed in sanctioned posts.
- One canteen worker/ hand attended PGDCA classes in the evening. .

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.
- Environmental awareness campaigns.
- Dustbins provided for maintaining cleanliness.
- Energy conservation practices like master switch.
- Water cooler to reduce use of plastic glass
- Lecture cum demonstration on Swacch Bharat Mission.

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.

- An awareness programme on small saving schemes.
- College Foundation Day celebrated by hosting an exhibition of Paintings and Histograms of 1857 on the theme 'Reflections of 1857' in collaboration with Indian Council for Historical Research, on 9/08/14.

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

- Encourage extra-curricular activities of students to inculcate social responsibility.
- E-waste management.
- To control monkey menace in the campus without causing harm to them.
- Celebrating World Environment Day to raise Awareness.

Action Taken

- Lecture on the abuses of tobacco on 15/11/14 & 22/11/14.
- Blood donation Camp on 17/02/15.
- NSS camp from 10/04/15.
- All the open areas in the building have been covered by iron netting to control monkey menace.

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

- Student volunteers participate in the Adventure Camp at Atal Behari Vajpei institute of Mountaineering and Allied Sports, Narkanda Camp from 22/02 - 03/03/2014.
- Investment awareness programme in collaboration with HDFC on 15/11/14.
- Stress Management programme by the Don Bosco University on 20/03/15.

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

7.4 Contribution to environmental awareness / protection

- Dengue awareness camps were held to appraise the teachers, students and people from the neighbouring areas about the causes, symptoms, spread and precautions to be taken at the onset of dengue. The people were informed about the necessary use of mosquito nets and mosquito repellents even during day time ,proper storage of water and avoiding open storage without lids / covers was highlighted.
- Cleanliness drive has been undertaken from time to time, as and when the need arose to keep our surroundings clean and litter free. Dustbins and waste bins were fixed and installed at various nooks and corners of the campus.
- DDT has been sprayed in and around the campus to minimise the breeding grounds of malaria causing mosquitoes.
- Student volunteers participated in a youth seminar on the theme 'Sustainable Solutions for Access to Safe Water' organised by Energy and Resources Institute, TERI, on 05/0615.
- Student volunteers engaged in Mission Clean Brahmaputra on 01/02/15.

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**
- The non-traditional subjects attract some of the best students from all the corners of the state as well as from the neighbouring states.
 - Increase in the admission of girl students.
 - Library orientation programme for fresh students at the beginning of the academic year.
 - Use of the latest technology in teaching learning process.
 - Wi-Fi connected campus.
- Weakness**
- Office staff technologically challenged.
 - Several posts lying vacant after the retirement of teachers.
 - Communication skills of students weak.
- Opportunities**
- Caters to peripheral students.
 - Alternative courses in the science stream.
 - Vocational courses for students.
 - Entrepreneurship programmes for students.
- Threat**
- The railway track is a perennial threat.
 - A large number of absentees towards the later part of the semester.
 - Nearby hills are prone to land-slides during heavy rains.

8. Plans of institution for next year

- To encourage innovations in technology
- To fulfil the social dimensions of the teaching learning process
- To translate the events earmarked in the academic calendar to reality
- Absolute automation of the office and the library
- To introduce more career oriented and value added courses by offering a blending with skill development courses of NSDC
- To introduce eco- friendly energy practices such as solar lights
- To introduce PG Courses
- To introduce smart class room

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

(Dr. Adiso Ali)
Principal
Chairperson, IQAC
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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 2014-15)

Month/ Year	HOLIDAYS AS PER G.U	GOVT. HOLIDAYS	UNDECLARED HOLIDAYS	ACTIVITIES (COLLEGE AND DEPTT.)	Number of Working Days and Sundays																																										
<p>July, 2014</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%;">M</td> <td style="width: 12.5%;">T</td> <td style="width: 12.5%;">W</td> <td style="width: 12.5%;">T</td> <td style="width: 12.5%;">F</td> <td style="width: 12.5%;">S</td> <td style="width: 12.5%; text-align: right;">S</td> </tr> <tr> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td style="text-align: right;">6</td> </tr> <tr> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td style="text-align: right;">13</td> </tr> <tr> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td style="text-align: right;">20</td> </tr> <tr> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td style="text-align: right;">27</td> </tr> <tr> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> <td></td> <td></td> </tr> </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>*Summer Vacation ---- (1st to 31st July)</p>				<p>Working Day----0</p> <p>Sunday----- 4</p>
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October, 2014												
M	T	W	T	F	S	S	*Gandhi Jayanti, Kati Bihu, Durga Puja, Id-Ul-Zuha, Lakshmi Puja--- (1 st to 7 th October)			*Teachers' Meeting with Principal---(13 th October)	Working Day----18	
		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								
							*Kali Puja & Diwali--- (23 rd & 24 th October)				Sunday----- 4	
November, 2014												
M	T	W	T	F	S	S	*Birthday of Guru Nanak---(6 th November)				Working Day----24	
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<p>December, 2014</p> <table border="0"> <tr> <td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td> </tr> <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> </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>*Christmas Day---(25th December)</p>			<p>*Semester Examination--- (1st- 15th December)</p>	<p>Working Day----26</p> <p>Sunday----- 4</p>
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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	*Good Friday--- (3 rd April) *Bohag Bihu--- (14 th - 16 th April)			*Sessional Examination-- - (1 st , 2 nd , and 4 th April) *NSS Programme--- (20 th April)	Working Day----- 20 Sunday-----4
May,2015 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	*May Day--- (1 st May) *Buddha Purnima--- (4 th May)			*Semester Exam. ()	Working Day----- 25 Sunday-----5

June, 2015										* Semester Exam. ()	Working Day----- 26
M	T	W	T	F	S	S					
1	2	3	4	5	6	7					
8	9	10	11	12	13	14				*Programme on Small Savings by HDFC Bank-- - (19 th June)	Sunday-----4
15	16	17	18	19	20	21					
22	23	24	25	26	27	28					
29	30									*NAAC Meeting ---(26 th June)	

ANNEXURE -II (FEEDBACK)

SI 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	3.7	3.8	3.8	3.7	3.7	3.8	3.5	3.8	3.7	2.8	3.5	3.7	3.0	3.3
2	Assamese	Dr. Nilima Goswami Sarma	3.8	3.5	3.0	2.8	2.8	3.2	2.7	2.8	2.8	3.2	3.0	3.3	3.0	2.3	2.8
3	Assamese	Ratneswar Mili	3.5	3.7	3.0	3.3	3.3	3.0	3.3	3.3	2.8	3.5	2.8	3.2	3.0	2.3	2.7
4	Assamese	Nibhashree Deka	4.0	3.8	4.0	3.8	3.8	4.0	3.8	4.0	4.0	4.0	3.8	3.7	3.8	3.8	4.0
5	Assamese	Dr. Dhiraj Patar	3.8	4.0	3.8	4.0	4.0	3.8	3.7	3.8	4.0	4.0	3.8	4.0	4.0	3.8	4.0
6	Bengali	Shibani Dey	3.8	4.0	3.7	3.7	4.0	4.0	3.8	3.8	4.0	3.5	3.5	4.0	3.3	3.2	3.0
7	Bengali	Dr. Surya sen Dev	3.8	3.8	4.0	3.6	3.8	4.0	4.0	3.8	3.8	4.0	3.4	3.6	4.0	3.2	3.4
8	Computer Science	Rita Sinha	3.8	3.3	3.0	3.0	2.9	3.3	3.1	3.3	3.1	3.5	2.5	3.3	3.1	3.3	3.6
9	Computer Science	Dr. Fakaruddin Ahmed	3.4	3.1	2.9	3.0	2.9	2.9	3.2	2.8	2.3	2.9	2.6	2.7	3.3	3.0	2.2
10	Computer Science	M. Hassan	3.8	3.3	2.0	1.9	2.1	2.6	2.1	2.7	2.8	2.0	2.3	2.0	2.7	2.5	1.1
11	Computer Science	P.P.Dev Sarma	4.0	3.9	3.6	3.4	3.4	3.6	3.1	3.3	3.6	3.0	3.1	3.3	3.7	3.3	3.0
12	Computer Science	Saurav Choudhury	3.9	3.6	3.9	3.9	3.5	3.5	3.9	3.6	3.9	3.6	3.1	3.6	3.7	2.7	3.2
13	Computer Science	Silpi Singh	3.8	3.9	3.8	4.0	4.0	3.9	3.9	3.9	3.5	3.8	3.5	3.5	3.8	3.0	3.2
14	Computer Science	Manisha Deka	3.6	2.3	1.8	2.2	2.6	2.4	1.8	2.3	3.7	2.5	2.4	2.1	3.0	2.8	1.7
15	Computer Science	Nandita Kalita	3.5	2.9	2.5	3.1	2.9	2.7	3.2	2.8	3.2	3.1	2.9	2.7	3.2	2.8	2.5
16	Education	Dr. A.M. Chakravorty	3.5	3.2	3.1	2.7	3.0	2.9	2.8	3.1	2.8	3.1	2.7	2.8	3.2	2.3	3.0

17	Education	Dr. Anita Bhagawoty	3.5	3.9	3.5	3.5	3.1	3.4	3.2	3.5	3.0	3.4	3.3	3.4	3.5	2.7	3.3
18	Education	Mrs. Malaya Bhattacharya	3.5	2.5	3.2	2.8	2.6	2.8	3.0	2.7	3.5	3.2	2.4	2.6	3.1	2.7	3.0
19	Education	Mr. Bikash Kumar	3.2	3.4	3.2	2.4	2.4	2.5	2.8	3.2	3.0	2.7	2.8	2.4	3.2	2.0	3.2
20	Electronics	Mitamoni Sarma	3.9	4.0	3.4	3.8	3.8	3.8	3.8	3.4	3.7	3.6	2.6	4.0	3.3	2.5	2.0
21	Electronics	Monalisha Goswami	4.0	3.8	3.4	3.8	3.4	3.3	3.4	3.7	3.6	3.2	3.2	3.4	3.7	2.3	2.9
22	Electronics	Dr. Kakoli Kalita	3.9	3.8	3.3	3.5	3.5	3.4	3.7	3.6	3.5	3.5	3.0	3.3	3.3	2.5	2.7
23	Electronics	Diganta Bharali	4.0	3.7	3.3	3.6	3.3	3.3	3.3	3.6	3.5	3.2	3.3	3.3	3.3	2.2	2.1
24	Hindi	Hirabala Das	3.5	3.4	3.6	3.9	3.1	3.6	3.5	3.5	3.3	3.4	3.3	3.4	3.4	3.1	3.1
25	History	Mamoni Sarma	3.7	3.3	3.3	3.5	3.2	3.7	3.5	3.5	3.5	3.3	3.2	3.8	3.7	3.2	3.7
26	History	Dr. Indrani Choudhury	3.9	3.5	3.4	3.3	3.0	3.3	3.6	3.9	3.5	3.4	3.4	3.3	4.0	2.9	3.0
27	History	M.R.Borsaikia	3.9	3.5	3.5	3.9	3.3	3.8	3.9	3.6	3.4	3.5	3.3	3.4	3.7	3.1	3.4
28	History	Raima Nayan	3.8	3.6	3.5	3.8	3.5	3.8	3.5	3.7	3.6	3.8	3.2	3.5	3.7	3.1	3.4
29	Mathematics	Niva Barman	4.0	3.9	3.3	3.3	3.2	3.9	3.7	4.0	3.6	3.4	3.0	3.7	3.7	2.9	2.7
30	Mathematics	Dr.B.R.Bhuyan	3.0	3.0	2.5	2.8	3.0	2.8	2.5	2.8	2.8	2.5	3.0	3.0	2.8	3.0	2.5
31	Mathematics	Sangita Sarma Baruah	3.7	3.6	3.1	3.1	3.3	3.4	3.3	3.5	3.3	3.2	3.2	3.5	3.4	2.8	2.5
32	Mathematics	Bijoy K. Bhattacharyya	3.7	4.0	4.0	3.8	3.5	4.0	3.8	3.5	3.8	4.0	3.3	3.5	3.8	3.5	3.5
33	Philosophy	Nazima H. Borbora	3.3	3.0	3.0	3.0	3.0	2.8	2.8	3.5	4.0	3.5	2.5	2.8	3.3	1.8	2.8
34	Philosophy	Purabi Das	3.8	3.3	3.0	3.3	4.0	3.3	3.0	3.0	3.5	3.5	2.8	2.8	3.3	1.8	3.0
35	Philosophy	Trishna Sarma	3.5	3.5	3.5	3.3	3.3	3.3	3.3	3.3	3.5	4.0	2.8	3.3	3.5	1.8	2.8
36	Pol. Science	Dr. Namita Sarma	4.0	2.7	1.8	1.8	1.8	1.7	1.8	3.2	2.8	3.0	3.2	2.0	3.7	1.2	2.8
37	Pol. Science	D.P.Baishya	3.1	3.3	2.9	2.8	2.9	2.6	2.9	3.0	2.6	3.0	3.3	2.8	3.1	2.5	2.9
38	Pol. Science	Dibakar Das	4.0	4.0	4.0	4.0	3.9	3.9	3.6	3.5	3.8	3.8	3.6	4.0	3.9	2.8	3.8
39	Pol. Science	Kunjalata B.Bathari	3.3	3.6	3.4	3.4	3.4	3.1	3.3	3.4	3.4	3.6	3.6	3.4	3.0	2.6	3.4
40	Physics	Dr.Gitanjali Devi	3.5	3.3	3.2	3.0	3.2	3.2	2.6	2.7	2.9	3.0	3.2	3.0	3.4	2.6	3.2
41	Physics	Manisha Phukan	3.5	3.7	3.7	3.6	3.6	3.5	3.5	3.7	3.5	3.8	3.8	3.6	3.4	2.8	3.0

42	English	Diba Baruah	3.5	4.0	4.0	3.8	3.3	3.5	3.5	3.5	3.0	3.0	3.0	3.8	3.8	3.5	3.8
43	English	Dr. Livee D. Baruah	3.3	3.5	2.8	2.5	2.8	3.0	2.8	3.3	2.8	3.0	3.8	3.3	3.5	3.3	3.8
44	English	Sanki Sarkar	3.5	3.5	3.5	3.5	3.0	4.0	3.5	4.0	3.0	3.3	2.7	3.3	3.8	4.0	3.8
45	English	Shiva Prasad Sarma	4.0	4.0	3.8	3.5	3.8	3.3	3.5	3.8	3.8	3.0	3.0	4.0	4.0	4.0	4.0
46	Statistics	Dr.Rijusmita Sarma	4.0	3.6	3.8	3.8	3.3	3.2	3.5	3.5	3.0	3.0	3.4	3.8	3.6	3.2	3.2
47	Statistics	Dr. Pranjal Sarma	4.0	3.6	4.0	3.2	3.2	3.6	3.4	3.6	4.0	3.6	3.2	3.4	3.6	3.6	3.0
48	Statistics	Dr. Jumi Kalita	4.0	3.6	3.8	3.6	3.4	3.8	3.4	3.4	4.0	3.2	3.4	3.6	3.8	3.4	3.4
49	Economics	Dr. D. Goswamee	3.8	4.0	3.7	4.0	3.7	3.8	3.7	4.0	4.0	3.8	4.0	3.4	3.7	1.7	2.7
50	Economics	Mr.C.M. Kalita	3.4	3.0	3.0	2.4	2.6	3.0	2.4	3.0	2.0	2.5	3.3	3.0	3.2	1.0	3.5
51	Economics	Mrs. Jublee Goswamee	3.3	3.3	3.0	3.3	2.8	3.3	2.8	3.3	3.3	3.0	3.0	2.7	3.3	1.0	1.8

