

The Annual Quality Assurance Report (AQAR) of the IQAC (For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. The AQAR period would be the Academic Year. (For example, July 1, 2018 to June 30, 2019)

Part A	
Data of the Institution	
1. Name of the Institution	KALIABOR COLLEGE
Name of the head of the Institution	Dr. H.K.Chaliha
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03672276535
Mobile no.	9435165486
Registered Email	kaliaborcollegeiqac@gmail.com
Alternate Email	kaliaborcollege@gmail.com
Address	Kaliabor College, P.O.Kuwaritol, Dist Nagaon
City/Town	Kaliabor
State/UT	Assam
Pincode	782137
2. Institutional Status	
Affiliated / Constituent	Affiliated

Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Chiranjeev Bezboruah
Phone no/Alternate Phone no.	03672210462
Mobile no.	9854185980
Registered Email	kaliaborcollegeiqac@gmail.com
Alternate Email	bezbaruahriju@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.kaliaborcollege.org/pdf/36_AQAR_17-18-converted.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.kaliaborcollege.org/pdf/57_ACADEMIC_CALENDAR-Kaliabor_College-2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity		
				Period From	Period To	
6	1	B++	8.0	2004	04-Nov-2004	04-Nov-2009
7. Internal Quality Assurance System	2	A	3.03	2015	15-Nov-2015	14-Nov-2020

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Workshop to train teachers on CBCS	04-May-2019 1	77
Workshop to train Botany teachers on CBCS	14-Jun-2019 1	18
Workshop to train Chemistry teachers on CBCS	28-Jun-2019 1	10
Steps taken to ensure student's attendance	18-Jan-2019 1	20
Distinguish student's award	29-Jun-2019 1	8
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Kaliabor College	Infrastructure Grant	RUSA	2018 365	5000000
Kaliabor College	Language Laboratory	RUSA	2018 365	750000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Devising new admission policy	

Workshop for implementation of CBCS

Student's satisfaction survey

Extension programme for Arsenic mitigation

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Workshop for teachers on CBCS	Four Workshops conducted
Devising new admission policy for CBCS system	Devise
Strictly implementing seventy five percentage attendance for students	Achieved in majority of the departments
Initiation of online evaluation with the help of IIT, Khargpur	Training and Software procurement
Online module preparation training	Training organized by Tezpur University
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Academic Committee	24-May-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

25-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The institution has so far partially introduced the Management Information System (MIS). Our admission process is based on online registration and

payment. The student data base is maintained centrally. Information regarding dues and other information's are sent to the students using SMS. Part of the accounts is maintained electronically for easy access by stake holders. The library has utilizes SOULII software for management of issue and receipts.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

1. A routine is prepared in the beginning of the academic session. The classes are allotted and specific classes are designated for ICT uses. 2. Important classes are uploaded in the websites. 3. Academic review is done periodically by centrally organized meetings. 4. Important events are documented in a News Letter annually published by IQAC. 5. Teacher's and student's research findings are documented in a book form.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	15/04/2019	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Nil	11/02/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Nil	02/04/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Goods Service Tax Account Assistant	09/04/2019	40
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Major/General Environmental studies	453
BSc	Major/General Environmental studies	100
BCom	Major/General Environmental studies	60
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback was obtained from students only by black white method. Feedback was based on following criteria using a questionnaire: Criteria, admission, teachers, teaching method, examination and graduate outcomes, campus facilities, skills and employibilities, students representation and policy awareness. The feedback was analysed by students feedback committee constituted by the principal. The feedback was utilized for policy direction by the administration and faculties.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Major & General	500	800	556
BSc	Major & General	200	250	205
BCom	Major & General	100	110	103
BVoc	Vocational	100	50	46
BBA	Professional	20	25	11
BCA	Professional	20	25	19
MCom	PG	40	50	45
MA	PG	25	45	24

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3230	111	66	6	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
82	41	4	4	2	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

All the regular teachers mentors specific groups of students as allotted by HoDs

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3341	82	1 : 41

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
53	44	9	Nil	27

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	1	Associate Professor	UGC FIP

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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BA	UA181300	1st	05/01/2019	30/06/2019
BSc	US181300	1st	05/01/2019	30/06/2019
BCom	UC181300	1st	05/01/2019	30/06/2019
BA	UA181300	2nd	20/05/2019	30/07/2019
BSc	US181300	2nd	20/05/2019	30/07/2019
BCom	UC181300	2nd	20/05/2019	30/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Most of the things of evaluation system including internal evaluation are determined by the parent university. So there is not much scope for introduction of reforms at the institutional level. In spite of that a few remarkable reforms are introduced for greater academic interest of the institute. All the departments frequently conduct class tests on courses within a period. Assignments are given to the students to complete consulting the references in the central as well departmental library. In some of the departments group discussions and students' seminars are also held for personality development and academic performance of the students.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar is prepared by the parent university. The affiliated colleges follow this calendar and conduct examination and evaluation process accordingly. However, there is some flexibility in conduction of internal examination mainly sessional examination. In case of other events of the college like College week etc also the college enjoys freedom of flexibility.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[https://www.kaliaborcollege.org/pdf/Kaliabor Prospectus 2018-19.pdf](https://www.kaliaborcollege.org/pdf/Kaliabor%20Prospectus%202018-19.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
A15300	BA	Arts	404	338	83
S-15300	BSc	Science	97	82	84.53
C-15300	BCom	Commerce	28	20	71.42
BSc BT-15300	BSc	Biotechnol ogy	15	15	100
15	BBA	Management	2	2	100
15300	BCA	Computer	13	13	100
V-15005	BVoc	Vocational	10	10	100
Nil1	MCom	Masters	40	38	95

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.kaliaborcollege.org/pdf/ssc.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	DBT	8	6
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Student's Entrepreneur Interface Program	B. Voc. IQAC	26/10/2018
One Day Training Programme on Personality Development	BBA	02/11/2018
Workshop on Employability Enhancement Skills	BBA	07/05/2019
Employment Opportunities in Tourism	B. Voc (Tourism Service Industry)	09/05/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	29/04/2019	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	05/03/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	1	0.6
International	BioTechnology	2	5.5
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
BioTechnology	1
Education	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Antimicrobial activity and Microbial Analysis of Antiseptic Cream Prepared from Natural Ingredients	Dr. Barnali Sarma	International Journal of Scientific Research and Review	2019	49	Kaliabor College	2
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2018	Null	Null	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Null	Null	Null	Null
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Workshop on Arsenic and Fluoride Mitigation	NSS/NEER Kaliabor College Unit	2	50
Swachh Bharat Abhiyajan, Salona	NCC/NSS	4	55
Blood Donation AIDs Awareness Program	NCC NSS	2	70
Tobacco control and awareness programe	NSS	2	24
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Null
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Arsenic Fluoride Mitigation in Rural	NEER Kaliabor College Water Quality Monitoring and Mitigation Unit Tejpur University Department of Chemical Sciences	Awareness Programme Sample Collection in Salona Kulidonga, Kaliabor	2	32
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Awareness Field Study on Arsenic in Ground Water	Faculty from Department of Political Science, Coordinator, Assistant Coordinator of NEER, faculty and Students of Political Science,	Department of Political Science, Kaliabor College and Gauhati University	1

	Gauhati University		
Students Exchange Programme	B.K.B College & Rupahi College	Kaliabor College	1
Cultural Exchange Programme	JDSG College, Bokhaghat	Kaliabor College	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training personals. MoA Signed	Training programmes Or laboratory workers	North Eastern Regional Institute of Water Land Management, Tezpur	10/07/2019	11/07/2019	14
Internship for students of B.Voc Course. MoA Signed	Internship Tea Training Programme STGM	Khuipat Organic Tea manufacturer , Gohpur	18/03/2019	25/03/2019	9
Internship for students of B.Voc Course. MoA Signed	Internship Tea Training Programme STGM	BH Mini Tea Plantation	08/09/2018	14/09/2018	9
Internship for students of B.Voc Course	Internship programme for Student's TSI	Jungle Travels' , Guwahati	24/09/2018	30/09/2018	16
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
North Eastern Regional Institute of Water Land Management, Tezpur	14/09/2018	Training programmes	16
Assam Skill development Mission, Govt. Of Assam	20/07/2018	Skill Development Course	42

Khuipat Organic Tea manufacturer, Gohpur	18/03/2019	Internship Tea Training Programme	11
BH Mini Tea Plantation	04/01/2019	Internship Tea Training Programme	11
Jungle Travels', Guwahati	12/09/2018	Internship programme for Student's	18
C.N. Travels', Guwahati	05/05/2019	Internship programme for Student's	18
Mindset, Tezpur	29/12/2018	Training Program for Students Public Speaking	55
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15	11.4

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2	2016

4.2.2 – Library Services

Library	Existing	Newly Added	Total

Service Type						
Text Books	27577	8800000	462	733416	28039	9533416
Reference Books	10013	1500000	189	153000	10202	1653000
e-Books	970000	700000	Nil	Nil	970000	700000
Journals	28	8768	Nil	Nil	28	8768
e-Journals	5000	Nil	Nil	Nil	5000	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	52	Nil	Nil	Nil	52	Nil
Library Automation	Nil	Nil	Nil	Nil	Nil	Nil
Weeding (hard & soft)	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	10	Nil	Nil	Nil	10	Nil

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	06/05/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	216	14	40	42	8	44	40	0	0
Added	0	0	0	0	0	0	0	0	0
Total	216	14	40	42	8	44	40	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	0

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6.5	4.5	5.35	5.3

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Repairing of classrooms, hostels –Done during vacation period Sport facilities repaired all year round. Computers and equipment.Repairing done where and when necessary. In case of utilization we provide the service of all facilities mainly to the students. We also provide the services to the local public also free of cost throughout the year keeping the interest of the students in mind.

<https://www.kaliaborcollege.org/iqac.htm>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit cum Economically backward scholarship	62	83000
Financial Support from Other Sources			
a) National	0	Nil	0
b) International	0	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
0	11/03/2019	Nil	0

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Coaching for civil services	54	253	Nil	Nil

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
1	Nil	Nil	Kuhipat organic Tea manufacturer , Jungle Travels Guwahati, BH Mini Tea Plantation, CN Travels.	50	4

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	156	BA, Bsc, B.Com	Assamese, English, Pol. Sc, Education, History, Com, Zoology, Chemistry, Physics, Maths	Gauhati University, Tezpur University, Dibrugarh University, IDOL (GU), KKHSOU, USTM, Kaziranga University	MA, MSc, M.Com, Mass Com, M.Tech

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nil
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
4	Institutional	1650

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	0	National	Nil	Nil	0	0

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Activity of students Union 1. Organising sports cultural and literary events during college week. 2. Organising various activities like Swaroswati puja, Tithi of Srimanta Sankar Deva etc 3. Communication Students's grievances to the authority. 4. Organising student's representation in inter college and state level competitions. 5. Representation of students on academic administrative bodies Representation of students on academic administrative bodies/committees of the institution: Research committee-2 RUSA Property Maintaining Unit-2

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni association register using the college website. Various activities are organised by the association. Prominent ones are 1.Cultural activities in the college where a Drama was staged. 2.Involved in awareness programme for water quality a management organised by NEER.

5.4.2 – No. of enrolled Alumni:

653

5.4.3 – Alumni contribution during the year (in Rupees) :

22000

5.4.4 – Meetings/activities organized by Alumni Association :

1.Cultural activities in the college where a Drama was staged. 2.Involved in awareness programme for water quality a management organised by NEER.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

i) Academic decision making is mainly assigned to the Vice Principal and Academic Committee. Academic committee decides all affairs of internal examination and evaluation. The vice Principal specifically looks after the academic aspects of the institution. So the immediate authority in case of academic matters over all the faculty members and Head of the Departments is the Vice Principal of the college. Vice Principal is accountable to the Principal and overall supervision is done by the Principal. ii) Decentralization and participative management is done through activities of different committees like RUSA Committee, Construction Committee, Purchase Committee, Library Committee and Head of the Departments. These committees are

empowered with certain powers and functions. This is mainly responsible for overall growth of the institution. The Governing Body of the college also plays an important role. This body determines and assigns the activities of the above mentioned committees.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The parent university decides almost everything. Faculty members from some of the departments were involved in modification of newly introduced CBCS syllabus. In CBCS the Principal of this college is a member in university CBCS Committee.
Teaching and Learning	Emphasis was on attendance of the students , a routine was prepared for effective delivery of classroom transactions. Sessional examinations were planned in the beginning of the session.
Examination and Evaluation	Though the parent university decides everything, the Academic Committee of the college conducts the internal examination and evaluation with the help of an Internal Examination Board. Teachers are directed to hold frequent class tests leading to internal session end examination.
Research and Development	Distinguished Students Award is also given on research category and academic achievements. Teachers are also given adequate chances and support to continue their research in form of leave and minimal financial support.
Library, ICT and Physical Infrastructure / Instrumentation	ICT and Physical Infrastructure / Instrumentation: Best reader award is given to a student every year by the Central Library. Workshop was organised for use of ICT for teaching and evaluation on 28th may 2019
Human Resource Management	Maximum part of office works are computerised as the office is running with inadequate staff. Temporary workers and teaching staff are recruited when and where necessary
Industry Interaction / Collaboration	The College has signed MoAs with a few industries for training and internship programmes.
Admission of Students	Admission is fully computerised including fees collection.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Done (using student data base and government data). For dissemination information regarding plans by authority and collection of information from faculty members and office staff using online platforms are used.
Administration	To some extent (in policy making and execution). For quick information about urgent needs the authority uses the online platforms.
Finance and Accounts	Done (software is used). As a compulsory need, tendering and other related accounts operations online facilities are used.
Student Admission and Support	Done (online admission including collection of fees).
Examination	Online (in filling up of the forms for examination and declaration of results).

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	0	0	0	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	ICT in Management of Education	Nil	28/05/2018	04/06/2018	53	Nil
2019	Workshop on CBCS	Nil	04/05/2019	04/05/2019	34	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
RC	5	03/07/2018	24/07/2018	21
OP	3	01/12/2018	28/12/2018	3
STC	2	23/07/2018	28/07/2018	6
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Insurance, Welfare Fund (Teaching NonTeaching)	General Insurance, Welfare Fund (Teaching NonTeaching)	Poor Fund, Book Bank of Library

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<p>Internal Audit: Management does internal audit of its own subsidiary fund. Internal auditor is appointed by the Governing Body for the yearly audit of this fund. External Audit: External audit is done by the government auditor. This audit is done on all funds received by the college from different agencies of the State and Central Government.</p>

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Infotech Solutions	20000	Students poor fund
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6.4.3 – Total corpus fund generated

2000000

6.5 – Internal Quality Assurance System

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

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

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

There is no parent Teachers Association

6.5.3 – Development programmes for support staff (at least three)

1. Training for Laboratory staff.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

-) Steps taken for increase in vocational education and skill based subjects.
 ii) Up gradation of the central library iii) Increasing use of ICT in class room teaching

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Extension works Water Quality	19/03/2019	19/03/2019	19/03/2019	63
2018	Distinguished Students award	29/06/2018	29/06/2018	29/06/2018	45
2019	Workshops of Implementation of CBCS	04/05/2019	28/06/2019	28/06/2019	24

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women's day celebration	08/03/2019	08/03/2019	52	2

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
25 percent of requirement from solar power, incinerator for disposal of non bio degradable wastes

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	3
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	2	2	26/12/2019	1	Under initiative of NEER, (water quality testing and mitigation cell). Water testing for arsenic free water and awareness programme	1	65
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	01/12/2019	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood donation camp	05/09/2018	05/12/2019	78
Donation, Financial help to the sick, Natural calamity victims	01/07/2018	30/06/2019	82

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Non biodegradable waste disposal by incinerator 2. Bio degradable waste disposal by composting 3. Planting of trees. 4. Placing of dustbins in all important areas of the campus. 5. Solar power street light and solar power generation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Extension work for mitigating the Arsenic contamination in ground water of many areas in Kaliabor. ii) Distinguished Students Award iii) Free Studentship for Toppers of All Classes

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.kaliaborcollege.org/best_practices.htm

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision and priority of the institution for providing a significant part of education in skill based areas is slowly taking ground by introduction of Vocational and skill based short term and long term courses.

Provide the weblink of the institution

<https://www.kaliaborcollege.org/>

8.Future Plans of Actions for Next Academic Year

Academic Introduction of PG in two more departments Introduction of more short-term courses. Infrastructure Construction of Biology laboratory and classroom. Research Increasing student's research Extension Setting up of a unit for mitigating Arsenic contamination of ground water at Salona.