



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		KALIABOR COLLEGE
Name of the head of the Institution		Dr. Hiranya Kumar Chaliha
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03672295517
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.	03672295519
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/AQAR%202018-2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://kaliaborcollege.org/pdf/Academic%20Calender%202019-2020%20KC.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	8.0	2004	04-Nov-2004	04-Nov-2009
2	A	3.03	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC	25-Jul-2005
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

CBCS at UG Level under Gauhati University	12-Nov-2020 1	300
Strategies for Post Covid-19 NAAC Assessment of Colleges	18-Jul-2020 1	180
Festival of Learning	15-Oct-2019 8	500
Liberal Arts Education- A Focal Point of National Education Policy-2019	26-Jul-2019 1	216
One Month Basketball Coaching	02-Jun-2019 30	31
Workshop on Implementation of CBCS	14-Jun-2019 1	82
ICT in Management of Education	05-Jun-2019 1	52
Awareness Program on Online e-Resources	18-May-2020 1	95
Awareness Program on Arsenic Nilogon and Fluoride Nilogon	24-Aug-2019 1	220
Webinar on Use of ICT in Teaching, Learning and Evaluation	31-May-2020 1	78

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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	GDA	RUSA	2019 1095	5000000
KALIABOR COLLEGE	Equity Initiative	RUSA	2019 1095	500000
KALIABOR COLLEGE	Environment	ASTEC	2019 365	50000

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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 :

3

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)

1. Workshop for implementation of CBCS. 2. To maintain the mental health of the students community in the Covid situation 3. Recommended the authority for an increase in infrastructure due to the introduction of CBCS. 4. Prepared the Academic calendar and scheduled academic events for the year. 5. Assisted the faculty members by providing allround technical support for carrying out the online classes during Pandemic situation 2020.

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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
Recommended the college authority for an increase in the salary of the contractual teaching and nonteaching staff.	The college authority in the Governing Body welcomed the recommendation of the IQAC and accordingly an increase in salary was implemented for both the teaching and nonteaching staffs.
To conduct different activities under NCC and NSS units of the college.	Different activities were carried out such as Cleanliness Drive, Online Awareness Programme, Run for Unity, Programme on AntiTobacco Day, etc. by the NCC and NSS units of the college.
To take necessary steps for the college anthem.	The College Anthem was released. The anthem is written by eminent academician Dr. Amarjyoti Choudhury and the music composed by Paran Barkataki.
Preparing a roadmap for implementation of skillbased education in light of CBCS system Academic Audit An increase in seminars and workshops.	New skillbased courses like fishery, entrepreneurship, herbal medicine were introduced An academic audit is ongoing Four webinars were conducted during this time period.
To introduce different programmes for the students for competitive examinations.	Programmes were conducted on NET coaching for PG students, for SSC and other competitive examinations, Civil Service Examinations, etc.
To sign MOAs with different institutions for the academic	The college has signed a MOA with The Department of Chemical Sciences, Tezpur

excellence.	University. It has also signed MOAs with The North Eastern Regional Institute of Water and Land Management (NERIWALM) and with Centre for Tourism Studies, Guwahati.
To specially conduct a unique programme called Festival of Learning.	The college successfully conducted a Festival of Learning from 15 October 2019 to 22 October, 2019 on areas such as Tourism, Leadership and Personality Development, History, Culture, etc.
To conduct cultural activities in a broader manner.	The college successfully conducted the International Cultural Festival. The event was concluded successfully with 18 participants from China and Thailand and 40 from the college.
To bring out the colleges publications in book form.	The college successfully published books titled Orchids of Nagaon, A Handbook of Tea culture, A Book on Kaliabor Stone Inscriptions (in Assamese language Kaliabor Sila Lipi Tamralipi Etyadi).
To invite academics and renowned personalities from different fields.	Eminent academician Prof. Alak Kumar Buragohain, former VC, Dibrugarh University and Chairperson (Academic), Royal Global University spoke on the National Education Policy 2020. NERIWALM and ACPC jointly organized two training programmes from 01/01/2020 to 11/01/2020 on Atomic Absorption Spectro Photometry in Heavy Metal Quantification for B.Sc. students of Kaliabor College. Professor Dhiraj Bora, Honourable VC, Assam Science and Technology University, Guwahati also interacted with students on Science Education. Paban Kumar Bothakur, IAS, Shri Shankar Brata Raimedhi, IPS and SP, Nagaon, Swapneel Paul, IAS, Asst. Commissioner of Nagaon interacted with students interested in guidance for civil service examination.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Governing Body of College</td> <td>09-Apr-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing Body of College	09-Apr-2021
Name of Statutory Body	Meeting Date				
Governing Body of College	09-Apr-2021				
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	30-Sep-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 college currently employs MIS in Office Management like selection of newly admitted students through online admissions, collection of fees, online filling up of forms. The examination works like form fill up, Admit card generation, internal marks submission all are done through the Gauhati University portal system. The library is also well connected with library management. The financial transactions is also fully handle with the help of payment gateway system.

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. As the academic sessions has started with the implementation of CBCS system and so both the teachers and students were made adequately aware about the different guidelines and rules. Further, a detailed routine is prepared in the beginning of each academic session and the syllabus is distributed between the faculty members of each department so that the classes can be conducted smoothly. Specific classrooms equipped with ICT facilities are designated for effortless conduct of classes. 2. Schedule of the classes and important study materials of various courses are regularly uploaded on the college website for the convenience of students. 3. Intra and Inter department meetings are organised periodically to review the academic performance of the students. 4. The IQAC periodically examines the proper curriculum delivery in a learner centric approach and also proper provision of documentation is maintained. 5. The central library of the college is equipped with new books as per the new curriculum for CBCS. 7. The academic calendar of the university is properly followed in each and every aspect of the college's academic activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	00	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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
BA	Honours in Political Science, Economics, Assamese, Education, History, English	01/08/2019
BSc	Honours in Physics, Chemistry, Botany, Zoology, Mathematics, Statistics.	01/08/2019
BCom	Honours in Accountancy and Management	01/08/2019
BVoc	Small Tea Garden Management	01/08/2019
MA	Education	01/08/2019
MCom	Human Resource Management and Marketing, Accountancy and Finance.	01/08/2019
BVoc	Tourism and Service Industry	01/08/2019
BSc	Biotechnology	01/08/2019

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
NIL	Nil	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	CHEMISTRY	28
BA	EDUCATION	48
BSc	MATHEMATICS	30
BA	HISTORY	2
BA	ASSAMESE	64

BSc	ZOOLOGY	46
BSc	PHYSICS	6
BVoc	TOURISM AND TEA GARDEN MANAGEMENT	1
BCA	COMPUTER SCIENCE	2
BBA	MANAGEMENT	3
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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
<p>Standard scale was used to obtain the feedback from around 100 randomly selected students in offline mode. Students were encouraged to pro-actively highlight both their grievances and their satisfactions. The IQAC analyzed the received feedback and chalked out few suggestions to improve the areas in which students felt the institution was lagging behind, like infrastructure, teaching methods, lab facilities etc. The suggestions were put forward to the head of the institution for further deliberation and action. Accordingly, the administration took notes of all the recommendations of the IQAC and proper measures were taken to mitigate the fallacies. The areas of strength were also noted and the furthering of those areas in which performance has been above satisfactory has been assured for the coming session Findings. 1. Out of the total sampled students, 76 percent of students reported that 85 to 100 of the syllabus was covered in the class. 2. Majority of the total sampled students (70) were very satisfied with their teachers as far as their reparation for the classes is concerned. 3. 78 percent of the students felt that teachers have been able to communicate well with the students. 4. More than half of the sampled students conveyed that the institute makes consistent and necessary efforts to engage students in the monitoring, reviewing and quality improvement of the teaching learning process. 5. 54 percent of the students stated that their teachers have been mostly able to identify their weaknesses and help them to overcome those. 6. Majority of the total sampled students (61) held that the institute/teachers use student-centric methods, such as participative learning and problem-solving methodologies for enhancing learning experiences. 7. 68 percent of the students reported that most of the teachers encourage them to participate in extracurricular activities. 8. Most of the students who attended the online classes during lockdown were highly satisfied with the classes. Few students could not attend those classes due to inaccessibility to ICT. 9. 54 percent of the students strongly agree that the quality of teaching-learning process is very good in the institution On the basis of the ratings given by the randomly selected students for various parameters, the level of satisfaction can be considered as satisfactory.</p>

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
BSc	Biotechnology	20	15	7
BA	Honors in Political Science, Economics, Assamese, Education, History, English ana all Regular BA course without honors	500	900	469
BSc	Honors in Physics, Chemistry, Botany, Zoology, Mathyematics, Statistics and all BSc General course without honors	120	155	105
BCom	Honors in Accountancy, Finance, Management and Commerce.	120	110	68
BVoc	(Small Tea Garden Management, Tea and Service Industry, Tourism and Service Industry)	100	150	81
BCA	Computer Science	20	40	22
BBA	Business Administration	20	15	9
MA	Education	25	40	25
MCom	Human Resource Management and Marketing, Accountancy and Finance.	40	55	26

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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
2019	1784	85	70	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
86	80	60	5	2	7
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)

The departments of Botany, Chemistry and Education follow a system where senior students mentor their juniors by guiding them in their practicals. This enables the students to both gel together as a group and helps the seniors to revisit and revise their course materials. Mentorship in the Department of Chemistry has been categorised in two groups as B. Sc. 1st Semester (Hons.) and B. Sc. 2nd Semester (Hons.) There are four members in each group. Similarly, in the Department of Botany, the students of the 1st Semester were divided into four groups and four students of the 6th Semester were assigned with the aforementioned groups- one in each- so as to provide guidance to the juniors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1869	76	1 : 25

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	49	4	5	1

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	Dipanjali Saikia	Assistant Professor	PhD, Gauhati University
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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
MCom	PC300	4th/2019	21/06/2019	21/11/2019
BCom	UC300	6th/2019	21/05/2019	10/07/2019
MA	PA300	4th/2019	21/06/2019	21/11/2019
BSc	US300	6th/2019	21/05/2019	10/07/2019
BA	UA300	6th/2019	21/05/2019	10/07/2019
BVoc	STG	6th/2019	09/10/2020	16/12/2020
BBA	UM	6th/2019	11/11/2020	20/01/2021
BCA	UT300	6th/2019	01/12/2020	25/03/2021
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Along with the set of evaluation guidelines by the parent university, the institution has introduced its own techniques of evaluation which are carried out periodically throughout the semester for better academic interests of the institution. All the departments conduct class tests frequently and assignments as well as projects are given for the students to complete by consulting references in the central as well as departmental library. Group discussions and seminars are also held occasionally for personality development and improvement in the academic performance of the students.

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

As per the guidelines framed by Gauhati University, the college prepares and follows its academic calendar by following the activities mentioned in the guideline of the parent university. Examinations and evaluation processes are conducted according to this academic calendar. However, the affiliated colleges enjoy freedom of flexibility regarding the conduct of internal examinations such as the sessional examinations as well as internal assessments and projects. In case of other events like college week, workshops, guest lectures, public talks etc., 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)

http://www.kaliaborcollege.org/pdf/KB_Prospectus_2019-20.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
PC	MCom	Human Resource Management and Marketing, Accountancy	38	36	94.73

		and Finance.			
PA	MA	Education	23	23	100
STGM	BVoc	Small Tea Garden Management/ Tourism and Service Industry	7	7	100
UT	BCA	Bachelor in computer application	22	19	86.36
UA	BA	Honors in Political Science, Economics, Assamese, Education, History, English and all Regular course without honors	429	247	57.57
US	BSc	Honors in Physics, Chemistry, Botany, Zoology, Mathematics, Statistics. and all regular course without honors	128	56	43.75
UC	BCom	Honors in Accountancy, Finance, Management and Commerce. and all regular course without honors	61	22	36.06
UM	BBA	Bachelor in Business Administration	1	1	100
US	BSc	Biotechnology	22	16	72.72
STGM	BVoc	Travel and Tourism	9	9	100

Management

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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/student_satisfactory_survey.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
Nil	00	NIL	0	0

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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
NIL	NA	

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
Best Zone Award -2020	Kaliabor College	AHSEC	25/08/2019	State-level
Best March-Past Group Award and Best Commander in the Independence Day Celebrations	NCC unit, Kaliabor College	Civil Administration, Kaliabor Sub-Division	15/08/2020	Sub-Divisional
Winner of the 1st prize in the Republic Day March-Past Competition, 2020	NCC unit, Kaliabor College	Civil Administration, Kaliabor Sub-Division	26/01/2020	Sub-Divisional

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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
NIL	NA	NA	NA	NA	Nil

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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
Faculty member as guide of Gauhati University from PG Dept. of Commerce, Kaliabor College	2

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	Biotechnology	1	5.3
International	Biotechnology	1	6.6
National	Assamese	1	00

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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
Political Science	1
Commerce	1
Small Tea Garden management (B.Voc)	1
Assamese	3
Computer Science	1
Education	2

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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
NIL	NA	NA	Nil	Nil	Nil	Nil

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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
NIL	NA	NA	Nil	Nil	Nil	Nil

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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/Semi	7	10	4	16

nars/Workshops				
Presented papers	5	12	1	2
Resource persons	Nil	9	Nil	55
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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
Observation of International Yoga Day	NCC unit Kaliabor college	15	100
Kargil Vijay Divas	NCC unit Kaliabor college	1	725
Participation in Independence day march fast	NCC unit Kaliabor college	1	50
Observation of NCC day	NCC unit Kaliabor college	10	100
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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
NIL	NA	NA	Nil
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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Tobacco and Cancer Prevention	NSS, Kaliabor College	1st Tobacco control and Cancer prevention program	1	20
National Unity day	S.D.O Civil, Kaliabor Subdivision	Run for Unity	2	25
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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
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NIL	NA	NA	00
View File			

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 Program on Atomic Absorption Spectrophotometry in Heavy Metal Quantification	As per MOU	North Eastern Regional Institute of Water and Land Management and Assam College Principals Association	01/01/2020	11/01/2020	35
Furthering student internship, teachers and students exchange activities and conducting joint extension activities.	As per MOU	Dept. of Chemical Sciences, Tezpur University	19/08/2019	19/08/2020	20
Training programme for teachers and students in the field of Eco restoration, environment, law and water management	As per MOU	North Eastern Regional Institute of Water and Land Management	05/11/2020	05/11/2020	30

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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
Dept. of Chemical Sciences, Tezpur	19/08/2019	Furthering student internship,	20

University		teachers and students exchange activities and conducting joint extension activities.	
Centre for Tourism Studies, Guwahati	30/06/2019	Avenue for B.Voc students of the college	20
North Eastern Regional Institute of Water and Land Management	05/11/2020	Training programme for teachers and students in the field of Eco restoration, environment, law and water management	30
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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
5250000	5190000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
View File	

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 partially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28039	9533416	1768	438473	29807	9971889
Reference Books	10202	1653000	432	179294	10634	1832294
e-Books	97000	5900	199500	5900	296500	11800
e-Journals	6000	5900	6000	5900	12000	11800
Library Automation	Nill	Nill	5901	39395	5901	39395

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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
NIL	NIL	NIL	Nil

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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	32	8	40	44	2	47
Added	24	5	2	3	4	5	4	100	1
Total	240	19	42	35	12	45	48	102	48

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

100 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
NIL	DOES NOT ARISE

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
250000	192450	450000	438500

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)

Library regularly purchase book and Journals. Further, the library regularly orient the students regarding how to use library facilities and resources.

Laboratory requirements are regularly taken and accordingly necessary equipments, chemical, etc are acquired. Regular outdoor games and Indoor games is conducted. Students Union are engaged in all such activities. The classrooms are properly clean with health and hygiene facility. Further, the initiatives are taken to connect the classrooms with ICT teaching tools. Further, 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.

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	NIL	0	0
Financial Support from Other Sources			
a) National	NIL	Nil	0
b) International	NIL	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 implementation	Number of students enrolled	Agencies involved
Program on mental health for students	19/10/2020	75	LGBRIMH, Tezpur
NET coaching for PG students	28/12/2019	50	Kaliabor college
SSC-CHSL coaching programme	21/01/2020	80	Expert coaching centre, Vidyarithi point, Guwahati and Career counselling cell, Kaliabor college
Interaction programme for civil service examinations	20/02/2020	100	Career counselling and Placement cell, Kaliabor college

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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	NET coaching for PG students	50	50	Nil	Nil
2020	SSC-CHSL coaching programme	80	80	13	3

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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
3	3	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
NIL	Nil	Nil	00	Nil	Nil
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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
2019	12	B. Sc.	Biotechnology	Mizoram Central University, Sikkim Central University, NEHU, VIT, Amity, GU	M. Sc., MBA, LLB, Mass. Com.
2020	14	B. Sc.	Biotechnology	GU, Pondicherry University, Central University of Haryana, Kaziranga University, ICAI	M. Sc.
2020	1	BBA	BBA	Tripura University	MBA
2020	6	B. Sc.	Mathematics	GU, DU, USTM, Jamia	M. Sc.
2019	2	BCA	Computer Science	ARGUC, NIT-Calicut	MCA
2019	5	BBA	BBA	NEHU, SMU	MBA
2019	2	B. Sc.	Mathematics	GIMT, RGU	B. Pharm M.Sc.
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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
GATE	1

Any Other	15
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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
International Cultural Festival	International	58
Drama 'Laaj' staged on the occasion of 51st Foundation Day, Kaliabor College	Institutional	50
Month-long coaching program on Basket Ball org by Students Welfare and Placement Cell, Kaliabor College.	Institutional	30
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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
Nil	NIL	Nil	Nil	Nil	Nil	Nil
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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)

1. Organising sports, cultural and literary events during college week. 2. Organising activities like Saraswati Puja and Tithi of Srimanta Shankardev. 3. Communicating students grievances to the authority. 4. Ensuring participation of students in inter-college and state level competitions. 5. Ensuring representation of students in Academic and Administrative bodies.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

75

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

120000

5.4.4 – Meetings/activities organized by Alumni Association :

2

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)

1. An Admission Committee, comprising of stakeholders from different departments, administrative and supporting staff of the college, is constituted to oversee the enrolment of students. The committees decision is final in all aspects of enrolling the students to the institution. 2. Academic decision making is mainly entrusted to the vice-principal who decides all affairs of internal examination as well as 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 who is accountable to the principal and the overall supervision is done by the principal. 3. 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 the 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 aforementioned committees.

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

Yes

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 the modification of newly introduced CBCS syllabus. The Principal of the college is a member of the University CBCS Committee.
Teaching and Learning	A routine was prepared for effective delivery of classroom transactions. Sessional examinations were planned in the beginning of the session.
Examination and Evaluation	Although the parent university decides everything, the Academic Committee of the college conducts the internal examinations and the subsequent evaluation with the help of an Internal Examination Board. Teachers are directed to hold frequent class tests leading to internal session-end examinations.
Research and Development	Teachers are also given adequate chances and support to continue their research in form of leave and financial support. Further, students are taken to different field visits and also assigned different projects so that they can inculcate and implement research based thinking.

Library, ICT and Physical Infrastructure / Instrumentation	ICT and Physical Infrastructure Instrumentation: Regular student and teacher requirements are satisfied by procuring the necessary properties. The infrastructure and instruments are properly examined and taken care of. If needed, a decision of repairing or purchasing is taken post-examination.
Human Resource Management	All the faculty members of the departments are supervised under the guidance of the Head of the Department. Most of the office tasks are computerized. Temporary workers and teaching staff are recruited when and where necessary. Further, the staff is regularly updated with regard to new, emerging ideas and concepts by organizing regular education programmes.
Industry Interaction / Collaboration	Efforts are being taken to initiate a linkage through Memorandum of Agreement, collaboration with other institutions of excellence, colleges in various sectors.
Admission of Students	Admission is fully computerized including collection of fees. Proper government guidelines are followed with a clear policy on reservation policy. Students are also availing the facility of free admission as per government policy.

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

E-governance area	Details
Student Admission and Support	Admission process has been made fully online for both UG and PG courses. Further the method of collecting fees is fully online through digital transactions. To further communicate with students, social networking sites are used for its wide reach and large audience.
Examination	Students are registered online through the university portal. Examination processes are managed with the help of the university-developed portal. Filling up exam forms and downloading admit cards are done through the examination portal of the parent university. Further, during the pandemic, Open Text Book Examinations (OTBE) were held through the Gauhati University portal. However, there was an option for students facing difficulty in the aforementioned method

to submit their answer scripts though e-mail to the college. This task was successfully undertaken by the Examination Committee of the college. All sessional examinations were also conducted by the respective departments in a similar manner for the said session. Dedicated e-mail addresses were created for submission of answer scripts of the sessional tests and the OTBE system of the parent university was adopted.

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
Nill	NIL	NA	NA	Nill
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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)
2019	Workshop on Implementation of CBCS	NA	14/06/2019	14/06/2019	50	Nill
2019	Liberal Arts Education- A Focal Point of National Education Policy-2019	NA	26/07/2019	26/07/2019	44	Nill
2020	Strategies for Post Covid-19 NAAC Assessment of Colleges	Strategies for Post Covid-19 NAAC Assessment of Colleges	18/07/2020	18/07/2020	55	8
2020	CBCS at UG Level	NA	12/11/2020	12/11/2020	51	Nill

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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 professional development programme	Number of teachers who attended	From Date	To date	Duration
Online FDP	1	01/06/2019	07/06/2019	7
Online FDP on Essentials of Good research	1	27/05/2020	02/06/2020	7
Online FDP	1	12/06/2020	17/06/2020	6
Online FDP	1	01/06/2020	06/06/2020	7
Online ARPIT Refresher course	1	10/10/2019	16/02/2020	128
Refresher course in Language Literature	1	16/10/2019	29/10/2020	14
Refresher course in Aadhunik Asomiya	1	11/09/2019	24/09/2019	14
Special summer school in basic Sc Tech	1	08/07/2019	21/07/2019	14
Online FDP on Online college Management and Online content creation tools	2	30/04/2020	02/05/2020	3
Online FDP	1	12/06/2020	17/06/2020	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
5	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
SWARNA JAYANTI BIMA YOJANA- In This Yojna a life coverage of 2 Lakhs funded by college	SWARNA JAYANTI BIMA YOJANA- In This Yojna a life coverage of 2 Lakhs funded by college	Poor Fund, Book Bank of Library

authority to contractual staff

authority to contractual staff

6.4 – Financial Management and Resource Mobilization

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

Financial audits, both internal and external, are regularly conducted by the institution. Internal Audit: The Governing Body of the institution appoints an internal auditor for the purpose of auditing its subsidiary funds annually. External Audit: All the funds received by the institution from various agencies of both the state as well as central government are audited by an external auditor from the public sector.

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
RUSA Grant	550000	Infrastructure development
No file uploaded.		

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	Null	Yes	Null
Administrative	No	Null	No	Null

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

Although the institution has no formal Parent-Teacher Association, the teaching staff of the institution is open to all forms of communication from the parents as and when required.

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

Laboratory staff of the institution is trained as and when necessary, for instance, on new recruitment or installation of new equipments in the laboratory. Sufficient manpower training is provided to the lower division of the library staff. The Office Staff is regularly updated regarding the latest guidelines, procedures and systems.

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

1. Classroom teaching has undergone dramatic transformation with increasing use of ICT. 2. Few add-on courses are in the process of being introduced to engage students in constructive work. 3. Vocational and Skill-Enhancement courses have been introduced as part of regular curriculum. 4. The Central Library of the institution has seen extension, automation, up-gradation and acquisition of new collections with the grants received under RUSA. Also, books have been re-classified with colour codes for convenience of sorting.

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	Awareness Program on Online e-Resources	18/05/2020	18/05/2019	18/05/2019	95
2019	Awareness Program on Arsenic Nilogon and Fluoride Nilogon	24/08/2019	24/08/2019	24/08/2019	220
2020	Webinar on Use of ICT in Teaching, Learning and Evaluation	31/05/2020	31/05/2020	31/05/2020	78
2019	ICT in Management of Education	04/06/2019	04/06/2019	04/06/2019	52
2019	Workshop on Implementation of CBCS	14/06/2019	14/06/2019	14/06/2019	82
2019	Liberal Arts Education- A Focal Point of National Education Policy-2019	06/07/2019	06/07/2019	06/07/2019	216
2019	Festival of Learning	15/10/2019	15/10/2019	22/10/2019	500
2020	Strategies for Post Covid-19 NAAC Assessment of Colleges	18/07/2019	18/07/2019	18/07/2019	180
2020	CBCS at UG Level under Gauhati University	12/11/2020	12/11/2020	12/11/2020	300

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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
NIL	Nil	Nil	Nil	Nil

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

1. Since the ground-water of the region is contaminated with arsenic, the institution installed a water-treatment plan that now provides safe drinking water. 2. Biodegradable waste are recycled via composting. 3. Incinerator is installed for disposal of non-biodegradable waste. 4. One fourth of the energy requirement of the institution is met by a renewable source i.e. solar power.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil

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
Nil	Nil	Nil	Nil	00	NA	NA	Nil

[View File](#)

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	Nil	Does not arise.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil

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

1. Afforestation drive 2. Solar-powered street lights. 3. Water-treatment plant for mitigating arsenic contamination. 4. Biodegradable waste recycled by composting. 5. Incinerator used to dispose non-biodegradable waste. 6. Dustbins places at proximal intervals in the college campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Apart from being introduced in the college, extension work for water-treatment to mitigate arsenic contamination is going on in many localities in the region. 2. Distinguished students are awarded. 3. Free admission for students belonging to the economically weaker sections. 4. Free studentship for toppers of all classes in all the departments. 5. Accessibility to various areas of the campus has been ensured for specially-abled students and staff.

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

Since the institution is located in a rural area, vocational education holds a place of prime importance apart from academics. Therefore, skill-enhancement courses of interest and relevance to the region have been introduced in CBCS (in regular curriculum). The institution lays thrust on furthering its vision and priority for empowering students with both preparatory, short-term and long-term skill-based certificate courses and few students who have availed these courses have managed to secure well-paid jobs at national level too.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

ACADEMIC: 1. Introduction of more short-term certificate courses in skill-based areas. 2. Transforming drop-out students into employable human resources. 3. Introduction of PG in other departments. 4. Preparing students for competitive exams eg. SSC and Allied Examinations through an active Coaching Cell. 5. Introducing innovative library services. **RESEARCH:** 1. Boosting students interest in research by renewing the research cell of the institution and holding relevant seminars and workshops to intimate students with research ethics and methodology. **INFRASTRUCTURE:** 1. Completion of the new academic block of the college. 2. Renovation of the library. 3. Construction of new classrooms. 4. Extension of laboratory facilities. 5. Installation of more ICT equipments. **EXTENSION:** 1. Realise the social-responsibility of the institution by aiding its feeder schools. 2. Engage in social and infrastructural development of communities in need in the institutions neighborhood. 3. Setting up units to mitigate arsenic contamination in more areas.