

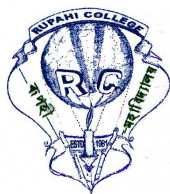
**Annual Quality Assurance Report (AQAR) for the Academic
Year 2010-11 (w.e.f. 01.07.2010 to 30.06.2011)**

Submitted to



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

By



IQAC
Rupahi College
Rupahi, Nagaon (Assam) 782125

Part – A

1. Details of the Institution

1.1 Name of the Institution

Rupahi College

1.2 Address Line 1

Vill- Fakoli

Address Line 2

P.O.: Rupahi

City/Town

Nagaon

State

Assam

Pin Code

782125

Institution e-mail address

rupahicollege81@gmail.com

Contact Nos.

Ph: 03672265603

Name of the Head of the Institution:

Naznin Khabir Hazarika

Tel. No. with STD Code:

Ph: 03672265603

Mobile:

Mobile: 9401647803

Name of the IQAC Co-ordinator:

Riazul Hoque

Mobile:

9435505074

IQAC e-mail address:

rupahicollegeiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASCOGN11960

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/34/095 dated 11.04.2004

1.5 Website address:

www.rupahicollege.org

Web-link of the AQAR:

<http://www.rupahicollege.org/iqac/AQAR/2010-11.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C ⁺	60.25	27 & 28 Sept./2004	Sept./2004 to Sept./2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

05.08.2005

1.8 AQAR for the year (*for example 2010-11*)

2010-2011

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2009-10 Submitted to NAAC on
- ii. AQAR 2010-11 Submitted to NAAC on 30.09.2014
- iii. AQAR 2011-12 Submitted to NAAC on
- iv. AQAR 2012-13 Submitted to NAAC on
- v. AQAR 2013-14 Submitted to NAAC on

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

 Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

 Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Nil

1.12 Name of the Affiliating University (*for the Colleges*)

Gauhati University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

Nil

University with Potential for Excellence

Nil

UGC-CPE

Nil

DST Star Scheme

Nil

UGC-CE

Nil

UGC-Special Assistance Programme

Nil

DST-FIST

Nil

UGC-Innovative PG programmes

Nil

Any other (*Specify*)

Nil

UGC-COP Programmes

Nil

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="04"/>								
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>								
2.3 No. of students	<input type="text" value="01"/>								
2.4 No. of Management representatives	<input type="text" value="01"/>								
2.5 No. of Alumni	<input type="text" value="01"/>								
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>								
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>								
2.8 No. of other External Experts	<input type="text" value="01"/>								
2.9 Total No. of members	<input type="text" value="12"/>								
2.10 No. of IQAC meetings held	<input type="text" value="04"/>								
2.11 No. of meetings with various stakeholders: Students	<input type="text" value="01"/>	Faculty	<input type="text" value="01"/>						
Non-Teaching Staff	<input type="text" value="01"/>	Alumni	<input type="text" value="01"/>	Others	<input type="text" value="Nil"/>				
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>					
If yes, mention the amount	<input type="text" value="Nil"/>								
2.13 Seminars and Conferences (only quality related)									
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
Total Nos.	<input type="text" value="01"/>	International	<input type="text" value="Nil"/>	National	<input type="text" value="Nil"/>	State	<input type="text" value="Nil"/>	Institution Level	<input type="text" value="01"/>
(ii) Themes	<input type="text" value="Workshop on environmental degradation"/>								

2.14 Significant Activities and contributions made by IQAC

- IQAC motivates the Teachers to undertake community oriented research work
- IQAC motivates students as well as teachers to make the college campus eco-friendly
- IQAC encourages Career Counseling Cell to provide necessary employment information to the UG students

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Creation of Conducive Educational Environment	Number of remedial classes increased Departmental seminars were introduced
Research Activity	Five nos. of teachers undertake Ph. D Programme under CMJ University
Feed Back from students as well as teachers	Feed Back from students as well as parents are received and necessary measures are taken
Career Oriented Service	Remedial classes extended to students through career counselling cell

* Attach the Academic Calendar of the year as Annexure-I

2.16 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed before the GB of the College for necessary action and accordingly GB suggested some measures to improve the internal quality of the college

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	02	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others (HS)	01	Nil	Nil	Nil
Total	03	Nil	Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

Pattern	Number of programmes
Annual	B.A. Major, General & HS=03
Trimester	Nil

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

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

**Please provide an analysis of the feedback in the Annexure-II*

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

The affiliating Gauhati University is the sole authority to modify the syllabi

1.5 Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Others
25	21	03	Nil	01

2.2 No. of permanent faculty with Ph.D.

Nil

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil Nil 02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	27	06
Presented papers	---	20	03
Resource Persons	---	---	---

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

Group Discussion, Home Assignment and white board

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

185

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

Examination/ evaluation etc. is under the jurisdiction of the affiliating Gauhati University. But internal examinations/evaluations are under the purview of the college

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

01	Nil	Nil
----	-----	-----

2.10 Average percentage of attendance of students

77%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. 1+1+1 (Major & General) final Exam	103	-----	-----	33.1%	36.89%	69.90%
H.S. Final Exam.	223		3.24%	10.62%	61.47%	75.33%

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

- Feedback from students and parents have been taken and analyzed as well as corrective measures are suggested
- Log books in the departments are maintained
- Takes initiatives to prepare lesson plan
- IQAC holds timely meetings with the faculty
- IQAC monitors internal examinations and evaluation process

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	30
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	03
Others	---

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	Nil	Nil	01
Technical Staff	02	Nil	Nil	01

Criterion – III

3. Research, Consultancy and Extension

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

IQAC of the Rupahi College has taken the following steps to promote and sensitize research climate among the faculties:

- Motivates the faculty members to apply to UGC for major/minor projects
- Promotes research activities at the undergraduate level by selecting some innovative project works.
- Suggests the career counseling cell to provide career oriented information to the students
- Encourages faculty members to undertake research works like M. Phil and Ph.D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	----	---
Outlay in Rs. Lakhs	---	----	----	---

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	01	----	04
Outlay in Rs. Lakhs		1 Lac		6 Lac

3.4 Details on research publications

	International	National	Others
Peer Review Journals	---	01	---
Non-Peer Review Journals	----	01	----
e-Journals	Nil	Nil	Nil
Conference proceedings	----	03	----

3.5 Details on Impact factor of publications: Nil

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	----	---	---	---
Minor Projects	18 Months	UGC	1 Lac	1 Lac
Interdisciplinary Projects	----	---	---	---
Industry sponsored	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects <i>(other than compulsory by the University)</i>	---	---	---	---
Any other(Specify)	---	---	---	--
Total	---	---	---	---

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	Nil	Nil	Nil	Nil	Nil
	Sponsoring agencies	---	----	---	---	

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
	Nil	Nil	Nil	Nil	Nil	Nil

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="10"/>	State level	<input type="text" value="---"/>
National level	<input type="text" value="---"/>	International level	<input type="text" value="---"/>

3.22 No. of students participated in NCC events: Applied For

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="04"/>		
NCC	<input type="text" value="Nil"/>	NSS	<input type="text" value="04"/>	Any other	<input type="text" value="01"/>

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

Health and Sanitation Programme held at adopted Village Gonabari

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	26614 sq mtr	----	-----	26614 sq mtr
Class rooms	10	01	State Govt.	11 Rooms
Laboratories	02	----	----	2 Labs
Seminar Halls	----	----	----	----
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	----	----	----
Value of the equipment purchased during the year (Rs. in Lakhs)	3 Lac	2 Lac	State Govt & College fund	5 Lac
Others	----	----	----	----

4.2 Computerization of administration and library

The central library of Rupahi College is under the process of computerization

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6181	582112/-	356	58235/-	6537	640347/-
Reference Books	2419	298362/-	429	377542/-	2848	675904/-
e-Books	---	---	---	---	---	---
Journals	12	8160	---	---	12	8160/-
e-Journals	---	---	---	---	---	---
Digital Database	---	----	---	---	---	---
CD & Video	---	-----	---	---	---	---
Others (specify)	---	---	----	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others (Library)
Existing	05	---	01	----	----	03	---	02
Added	----	----	01	---	---	---	---	---
Total	05	---	02	---	----	03	----	02

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

5 nos. of staff have been provided computer and internet access training. College is trying to generate fund to provide the facilities mentioned above to the students also

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.07 Lac
ii) Campus Infrastructure and facilities	4.9 Lac
iii) Equipments	1.32 Lac
iv) Others	0.25 Lac
Total:	7.54 Lac

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- In addition to tutorial classes, stress is laid on introducing remedial classes for backward and disadvantaged students
- Students are sensitized to bring their grievances to notice of the appropriate authority
- Acqua guard system has been provided to the students
- Career counselling cell is motivated to provide information to the students about various competitive examination

5.2 Efforts made by the institution for tracking the progression

- As a result of consistent pursuits the enrolments of the college have increased considerably.
- Average pass percentages have increased
- Enrolment in major courses have enhanced

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
776	---	----	---

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	421	54.25%		355	45.75%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
617	43	03	13	05	681	708	34	11	20	03	776

Demand ratio 1: 1.4

Dropout % :11.02%

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

Career counseling cell is providing necessary information for competitive examinations to the students

No. of students beneficiaries

80

5.5 No. of students qualified in these examinations

NET	Nil	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	05

5.6 Details of student counselling and career guidance

Career counseling cell of the college voluntarily provides suggestions and information to the students regarding the competitive examinations

No. of students benefitted 05

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	09

5.8 Details of gender sensitization programmes

A Lecture Programme on “Malpractice of polygamy in Islam” was held on 25.09.2010 at Rupahi College

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level Nil National level Nil International level Nil

No. of students participated in cultural events

State/ University level 06 National level Nil International level Nil

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	41	13,300/-
Financial support from government	29	1,03,235/-
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 01, improvement of boys' Common Room

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To provide ample opportunities to higher education to the socio-economically disadvantaged and marginalized linguistic and religious communities inhabiting in its catchment area

Mission:

To make collective efforts for providing quality and need-based education to the students of the college the following policies have been adopted:

- i. To provide equal opportunity to all sections of students irrespective of caste, creed, sect, religion and gender
- ii. To provide quality education having market demand
- iii. To disseminate higher education to the girls and womenfolk of the area by breaking the shackle of social conservative thinking.
- iv. To create an ideal ambiance for the learners for inculcation of scientific inquiry and secular ethos along with moral values
- v. To provide a platform to students giving them opportunities to face the challenges of the competitive world with utmost utilization of their potentials in academic events and sports

6.2 Does the Institution has a management Information System

Yes some MIS are- Daily absent report (staff), Annual absent report (students), annual audit

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

6.3.1 Curriculum Development

The college has limited role for setting the syllabus. The affiliated Gauhati University is the sole authority for the same. The college has an academic calendar in conformity with the University Calendar to implement the curriculum. Each and every department formulates its own action/course plan and departmental routines. Monthly review meetings of the departments take stock of the progress towards effective implementation. The academic committee reviews the academic progress of the college every three months in consultation with the Heads of the Departments.

6.3.2 Teaching and Learning

Teaching and learning process are the two pillars of the institutions. The academic calendar published at the commencement of each session outlines the academic activities such as Sessional and terminal examinations, educational tours, field study, in-house seminar, group discussions etc. Teaching and evaluation are strictly done according to the plan outlined in the academic calendar and the schedules and recommendations of Gauhati University.

6.3.3 Examination and Evaluation

All the external examinations and evaluations are conducted by the affiliating university. The college conducts internal examinations such as unit test, Sessional test etc. The college evaluates the internal examinations and evaluated scripts are provided to the students as feedback.

6.3.4 Research and Development

College has a research committee that looks after the research activities of the faculty members. It encourages the faculty members to undertake Ph. D, M. Phil, MRP, Major Project etc. one MRP is undertaken by F. Begum. This Committee acts as follows:

- It encourages faculty members to undertake research projects with external funding.
- Suggests for doing M. Phil, Ph. D. etc.
- Encourages faculty members to publish research findings in refereed journals.
- Encourage students to undertake students' research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Central library of Rupahi College is equipped with text books, reference books, journals, magazines, news papers, furniture, computer with internet facility, reprography, and software automation with soul-2.0

6.3.6 Human Resource Management

- Appointment of efficient teaching and non-teaching staff.
- Regular training programmes for non-teaching staff.
- Encouragements are provided to teachers to participate in Orientation and Refresher Courses.
- Participation in Seminars and Workshops are encouraged.
- Teaching staff are encouraged for publication

6.3.7 Faculty and Staff recruitment

No faculty member and supporting staff has been recruited in this session

6.3.8 Industry Interaction / Collaboration

Rupahi College has collaboration with Rupahi Kohinoor club,

6.3.9 Admission of Students

There is an academic committee in the college to take initiatives for admission of students. The admission is done with proper verification of documents and seats are allotted as per the strength of departments mentioned in the prospectus.

6.4 Welfare schemes for

Teaching	Rupahi college teachers' welfare fund
Non teaching	Rupahi College Employees' Welfare Fund
Students	Poor fund

6.5 Total corpus fund generated

72,000@Annum-

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	Government	yes	GB
Administrative	yes	Government	yes	GB

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

For UG Programmes Yes No Not applicable

For PG Programmes Yes No

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

College has no role for examination reforms. The controller of examinations of the affiliating Gauhati University reforms the examinations as and when required. But college has liberty to conduct and reform internal examinations which are carried out by the examination committee.

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

The University encourages colleges with A Grade to apply for autonomy

6.11 Activities and support from the Alumni Association

The college has an Alumni Association. It has been contributing to the institutional, academic and infrastructural development through plantation and extension activities. For example, the association in its meeting held on 1/3/2011 decided to provide monetary assistance to construct a parking stand for the students.

6.12 Activities and support from the Parent – Teacher Association

College has a Parent-Teacher Association. It plays a role for development of educational atmosphere, external infrastructural development, and feedback of teachers and students.

6.13 Development programmes for support staff

College permits support staff to attend professional development training programmes organized by GU from time to time keeping in view the professional requirements of the staff.

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

- Plantation
- Steps are taken to construct the college boundary wall
- Pond and campus cleanliness drive is taken from time to time
-

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- A Workshop is organized for office staff on accounts and file keeping
- Log book is introduced
- Lesson plan is prepared

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

Numbers of remedial classes have been increased
Five nos. of teachers engage themselves in Ph. D Programme
Feedback from Parents as well as students have been taken and necessary corrective measures are taken

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

- Celebration of Fateha-e-Dowas-Daham through quiz Competition, extempore speech, essay writing etc.
- Adoption of Rupahi Jatiya Bidyalaya and provide basic training to the teaching staffs

****Provide the details in annexure (enclosed as annexure-III (A)& III(B))***

7.4 Contribution to environmental awareness / protection

Plantation programme was undertaken in collaboration with Alumni association
World Environment Day was celebrated on 5th June-2010
An environmental tour was organized for the student of B.A. 2nd year.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Strength: Dedicated competent staff
- Weakness: low quality input
- Opportunity: to provided modern higher education specially to girls students to bring about a social change
- Threat: early marriage of girls induced dropout rate

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

- To increase the numbers of class rooms
- To improve the canteen facility
- More plantation in the campus

Name: Riazul Hoque



Signature of the Coordinator, IQAC

Name: Naznin Khabir Hazarika



Signature of the Chairperson, IQAC

Annexure-I

Academic Calendar for the Session 2010-2011

Months	Dates	Days	Occasions of Holidays	Nos. Of Holidays	Total Holidays	Nos. of working days
May	1	Friday	May Day	1	7	24
	27	Thursday	Budha Purnima	1		
			Sundays	5		
June			Sundays	4	4	26
July	1-31	Thurs-Saturday	Summer Vacation	31	31	00
August	10	Tuesday	Celebration of College Foundation Day		7	24
	15	Sunday	Independence Day	1		
	30	Monday	Tithi of Sri Sri Madhev Deva	1		
			Sundays	5		
September	1	Wednesday	Janmastomy	1	8	22
	6-9	Mon-Thursday	Unit Test-I			
	10	Friday	Tithi of Sri Sri Shankar Deva	1		
	11-12	Satur-Sunday	Idd-ul-Fitr	2		
	17	Friday	Fateha-e-Dowas Daham			
	18	Saturday	Freshmen's Social			
			Sundays	4		
October	2	Saturday	Birth day of Mahatma Gandhi	1	16	15
	13-22	Wed-Friday	Durga Puja, Jonmatsava of Srimanta Shankar Deva, Kati Bihu, Lakshmi Puja	10		
			Sundays	5		
November	1-4	Mon-Thursday	Unit test-II		6	24
	5	Friday	Kali Puja & Dewali	1		
	17	Wednesday	Idd-ul Zuha	1		
	21	Sunday	Guru Nanak's Birthday			
	27	Saturday	College Union Election			
		Sundays	4			
December	17	Friday	Muharram	1	6	25
	20-27	Mon-Monday	College Week			
	25	Saturday	Christmas Day	1		
			Sundays	4		
January	14-16	Fri-Sunday	Magh Bihu	3	9	22
	17	Monday	Silpi Divas	1		
	26	Wednesday	Republi Day and University foundation Day	1		
			Sundays	4		
February	8	Tuesday	Swarshati Puja	1	5	23
			Sundays	4		
March	2	Wednesday	Sivaratri	1	6	25
	19	Saturday	Dolyatra	1		
			Sundays	4		
April	11-12	Mon-Tuesday	Assembly Election	2	10	20
	14-16	Thurs-Saturday	Bohag Bihu	3		
	22	Friday	Good Friday	1		
			Sundays	4		
					Total:	274

Annexure-II (Sample of feedback)

FEEDBACK FROM STUDENTS/ALUMNI/PARENTS
Department:
Name of Teacher:
Session:
Rupahi College, Rupahi, Nagaon (Assam)-782125

- ১। শিক্ষকৰ নিয়মানুষ্ঠিততাঃ
(ক) উত্তম (খ) বেছিভাল (গ) ভাল (ঘ) মোটামুটি (ঙ) বেয়া
- ২। শিক্ষকজনৰ পাঠ সম্পর্কে প্রস্তুতিঃ
(ক) উত্তম (খ) বেছি ভাল (গ) ভাল (ঘ) মোটামুটি (ঙ) বেয়া
- ৩। তুমি শিক্ষকজনৰ বক্তৃতা অনুসরণ কৰানে ?
(ক) হয় (খ) নহয় (গ) কিছুপৰিমাণে
- ৪। শিক্ষকজনে ব্যৱহাৰ কৰা ভাষা বুজি পোৱানে ?
(ক) বুজি পাওঁ (খ) বুজি নাপাওঁ (গ) কিছুপৰিমাণে বুজি পাওঁ
- ৫। শিক্ষকজনৰ লগত অতিরিক্ত সময়ৰ প্ৰয়োজন আছেনে ?
(ক) আছে (খ) নাই (গ) মাজে সময়ে
- ৬। দীৰ্ঘদিন শিক্ষকজন অনুপস্থিত থাকিলে নাইবা নিয়মিতভাৱে উপস্থিত থাকে ?
(ক) উপস্থিত থাকে (খ) প্ৰায়ে অনুপস্থিত থাকে (গ) ৫০-৫০
(ঘ) কাচিৎহে উপস্থিত থাকে
- ৭। শিক্ষকে দিয়া তোমাৰ গৃহ কাৰ্য শুধৰনি আৰু মূল্যায়নত তুমি সন্তুষ্টনে ?
(ক) হয় (খ) মুঠেই নহয় (গ) আংশিকভাৱে
- ৮। ছাত্ৰ-ছাত্ৰীৰ প্ৰতি শিক্ষকৰ দৃষ্টিভঙ্গী কেলেধৰণৰ ?
(ক) বন্ধুত্বপূৰ্ণ (খ) কঠোৰ (গ) অমনযোগী (ঘ) দুৰূহ বজাই ৰখা

FEEDBACK FROM STUDENTS/ALUMNI/PARE
Department:
Name of Teacher:
Session:
Rupahi College, Rupahi, Nagaon (Assam)-782

- ১। শিক্ষকৰ নিয়মানুষ্ঠিততাঃ
(ক) উত্তম (খ) বেছিভাল (গ) ভাল (ঘ) মোটামুটি (ঙ) বেয়া
- ২। শিক্ষকজনৰ পাঠ সম্পর্কে প্রস্তুতিঃ
(ক) উত্তম (খ) বেছি ভাল (গ) ভাল (ঘ) মোটামুটি (ঙ) বেয়া
- ৩। তুমি শিক্ষকজনৰ বক্তৃতা অনুসরণ কৰানে ?
(ক) হয় (খ) নহয় (গ) কিছুপৰিমাণে
- ৪। শিক্ষকজনে ব্যৱহাৰ কৰা ভাষা বুজি পোৱানে ?
(ক) বুজি পাওঁ (খ) বুজি নাপাওঁ (গ) কিছুপৰিমাণে বুজি পাওঁ
- ৫। শিক্ষকজনৰ লগত অতিরিক্ত সময়ৰ প্ৰয়োজন আছেনে ?
(ক) আছে (খ) নাই (গ) মাজে সময়ে
- ৬। দীৰ্ঘদিন শিক্ষকজন অনুপস্থিত থাকিলে নাইবা নিয়মিতভাৱে উপস্থিত থাকে ?
(ক) উপস্থিত থাকে (খ) প্ৰায়ে অনুপস্থিত থাকে (গ) ৫০-৫০
(ঘ) কাচিৎহে উপস্থিত থাকে
- ৭। শিক্ষকে দিয়া তোমাৰ গৃহ কাৰ্য শুধৰনি আৰু মূল্যায়নত তুমি সন্তুষ্টনে ?
(ক) হয় (খ) মুঠেই নহয় (গ) আংশিকভাৱে
- ৮। ছাত্ৰ-ছাত্ৰীৰ প্ৰতি শিক্ষকৰ দৃষ্টিভঙ্গী কেলেধৰণৰ ?
(ক) বন্ধুত্বপূৰ্ণ (খ) কঠোৰ (গ) অমনযোগী (ঘ) দুৰূহ বজাই ৰখা

Feedback is received from students and parents for the session 2010-11. For this purpose, 20 students having highest regularity in college and 15 parents having close communicative relation with the college are selected. The feedback received from students as well as parents is carefully analyzed for evaluation of teachers' performance by IQAC. The outcome of the feedback received from parents is that there are some teachers who have communicative gaps with their students. So far, the feedback from the students is concerned, it is found that a number of teachers have language problems. They are found to have difficulty in the articulation of language. To remove the shortcomings, IQAC of the college suggests the teachers to have close contact with the students. Apart from this, teachers are advised to undergo rigorous language practice to remove their language problem.

Annexure-III, A (Best Practice)

Practice No: 1(Celebration of Fateha-e Dowas Daham)

Aim:

The aim the celebration of this festival is to provide value-based education to the students much needed in the present scenario of higher education. It is the demand of the time to develop the moral standard of the student.

The Context:

In view of the deterioration of values, both educational and social, every educational institution should try to impart value-based education to the new generation of students. Only then nation building process may be possible. Apart from this type of practice fill up the vacuum created due to the impact of globalization.

The Practice:

To make the festival meaningful, a series of programme were undertaken such as essay competition, debate, recitation, extempore speech, quiz competition etc. concerning with the life and works of Prophet Mohammed. The competitions were conducted on the basis of classes. There was a provision to judge their competence by competent teachers. On the basis of performance, the judges declared the winners. The winners were awarded with prizes. After the competitions an open meeting was held under the chairmanship of principal of the college. Esteemed guests were invited to deliver speech on this occasion.

Evidence of success:

It has been observed that this type of event creates positive mind set among the students. It has also been noticed that a kind of work culture and dedication develop among the students.

Problem encountered and resource required

It is generally found that students show poor response to participate in various events. To encounter this problem, teachers repeatedly encourage and motivate the students.

Annexure-III (B)

Practice No: 2 (Adoption of Rupahi Jatiya Bidyalaya)

Goal:

Aim of this practice is to provide extension service to the locality in addition to the college campus. This practice also provides the opportunity to the teachers to make them familiar with the problem of elementary education

The context:

To develop human resource, it is utmost important to inspire and motivate the students at the primary level. Higher education cannot succeed to its cherished goal unless primary education is encouraged and developed.

The Practice:

The college chalks out a plan to provide basic training to the teachers of the Bidyalaya. It is decided that every Wednesday, a teacher from the college takes one hour class at the school. Apart from these the college resolves to provide necessary logistic support to the school. The management of the school is

encouraged to hold guardian meeting periodically where teachers from the college provide suggestions to both teachers and guardians to improve academic environment of the school.

Evidence of success:

It is reported that the students of the said school have developed their performance a little bit better than earlier. As a result of our constant pursuit, teachers of the school have developed their teaching skill.

Problem encountered and resource required:

The school is situated in the rural background. Infrastructure of the school is very poor. The students belong to the marginalized section. Guardians are not able to provide basic facilities. The college has made a commitment to provide minimum financial support to develop the infrastructure of the school.