

**Annual Quality Assurance Report (AQAR) for the Academic
Year 2014-15 (w.e.f. 01.07.2014 to 30.06.2015)**

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:	Dr. Bhubanananda Pattanaik
Tel. No. with STD Code:	Ph: 03672265603
Mobile:	Mobile: 9435186531
Name of the IQAC Co-ordinator:	Dr. Azizul Hoque
Mobile:	9435665002
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/2014-15.doc>

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*)

2014-2015

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 30.09.2014
- ii. AQAR 2010-11 Submitted to NAAC on 30.09.2014
- iii. AQAR 2011-12 Submitted to NAAC on 30.09.2014
- iv. AQAR 2012-13 Submitted to NAAC on 30.09.2014
- v. AQAR 2013-14 Submitted to NAAC on 30.09.2014
- vi. AQAR 2014-15 Submitted to NAAC on 18.09.2015

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	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input type="checkbox"/>	UGC 12B	<input type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

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*)

Community College

UGC-COP Programmes

Nil

2. IQAC Composition and Activities

- 2.1 No. of Teachers
- 2.2 No. of Administrative/Technical staff
- 2.3 No. of students
- 2.4 No. of Management representatives
- 2.5 No. of Alumni
- 2.6 No. of any other stakeholder and community representatives
- 2.7 No. of Employers/ Industrialists
- 2.8 No. of other External Experts
- 2.9 Total No. of members
- 2.10 No. of IQAC meetings held
- 2.11 No. of meetings with various stakeholders: Faculty Students
Non-Teaching Staff Alumni Others
- 2.12 Has IQAC received any funding from UGC during the year? Yes No
If yes, mention the amount
- 2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- Workshop on Formation of Forum of Rural Colleges with the Theme of Sharing & Caring with each other
- Symposium on NAAC Process
- IT Training for Staff

2.14 Significant Activities and contributions made by IQAC

<ul style="list-style-type: none"> • Creation of “Forum of Rural Colleges of Nagaon & Morigaon Districts” • 4 Nos. of MRP Proposals submitted under the pursuance of IQAC • Shifting of Library to newly constructed building • TET Coaching Service is provided • Improvement of Canteen • Construction of a Basket Ball Court

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: * To decrease dropouts * departmental facility *Diploma in Vocational courses *to Form Cluster of Rural Colleges	Separate department has been initiated for every subject with departmental library and internet facility, which creates a positive impact on the academic sphere. It removes the gaps between students and teachers which lead to create competitive spirit among the students. Diplomas in Fish & fishery and Computer Application have been started under Community College. Forum of Rural Colleges of Nagaon & Morigaon Districts has been formed with 14 Member Colleges. Memorial awards are offered to the meritorious students by the teachers of the concerned departments, dropout rate has been decreased
Research Activity: *Seminar *MRP *Article publication	one national seminar organized, 15 teachers participated in various level seminars, 4 MRP proposals submitted, 14 articles published in journals and conference proceedings with ISBN/ISSN, and 1 book published with ISBN
Feed Back from students as well as teachers: * feedback from parents & students *Analysis of feedback *corrective measure	Feedback from parents and students are received and analyzed as well as corrective measure is suggested.
Career Oriented Service: *TET Coaching for Madrassa Students	TET coaching service extended to the 200 students and Alumni out of which 80 students qualified for the same

* Attached 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 GB has suggested measures to constantly improve the internal resources and 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 (Distance Mode)	01	01	Nil	Nil
UG	02	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	01	02	Nil	02
Certificate	01	Nil	01	Nil
Others H.S.	01	Nil	Nil	Nil
Total	06	03	01	02
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
Semester	B.A. Major & Pass Course=02
Trimester	Nil
Annual	HS =01

- 1.3 Feedback from stakeholders*
 (On all aspects)

Alumni Parents Employers Students

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 syllabi are updated by the affiliating Gauhati University only. One teacher of this college is member of syllabi committee of G.U.

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

Community College, Major in Home Science & Philosophy

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Others
25	3	21	Nil	01

2.2 No. of permanent faculty with Ph.D.

03

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

03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	11	02
Presented papers	02	11	02
Resource Persons	---	01	---

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

LCD Projector, Group Discussion, Departmental Seminar, Faculty exchange programme

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

191

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. The college plays a major role in internal examination/evaluation process with the help of Academic committee. Evaluated scripts are returned to the students as their feedback

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

01	02	01
----	----	----

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. 6 th sem. Major Final	86	-----	22.09%	33.72%	31.39%	87.20%
B.A. 6 th Sem. Pass Course final	190	-----	3.15%	12.10%	58.42%	73.68%
H.S. Final Exam.	249	2.81%	6.82%	15.26%	44.57%	69.47%

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

- IQAC takes measures for plan of action in beginning of academic session
- It Suggests to reduce dropout rate of girl students creating awareness against early marriage
- It Suggests career counseling & Guidance Cell to take necessary measures to improve the pass percentage
- It monitors the activities of the various cells of the college
- Encourages the departments to maintain logbooks, proceeding, lesson plan, innovative teaching method
- It receives feedback from students and parents and analysis and corrective measures are suggested
- It suggests to provide services more student centric to create internal resources

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	---
UGC – Faculty Improvement Programme	---
HRD programmes	---
Orientation programmes	---
Faculty exchange programme	02
Staff training conducted by the university	----
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	05
Others (Short term course, conducted by UGC)	07

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	02
Technical Staff	02	Nil	Nil	04

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:

IQAC has taken initiatives to organize one national seminar in the college.

IQAC has sensitized the faculty to publish more research articles and consequently 14 articles are published with ISBN/ISSN, one book published With ISBN

New proposals for Major/Minor Projects and National/ international seminars are submitted

Four teachers are undertaking Ph.D. programme, two teachers have been selected for Ph. D.

Programme and two have appeared in entrance test for Ph.D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted (New)
Number	---	----		01
Outlay in Rs. Lakhs	---	---	---	12 Lacs

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted (New)
Number	01	01	02	04
Outlay in Rs. Lakhs	0.4 Lac	1 Lac	1.2 Lac	12.5Lac

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	----	---
Non-Peer Review Journals	---	05	---
e-Journals	----	---	---
Conference proceedings		06	----

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 (02)	18 Months	UGC	2.2 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	---	----	2.2 Lac	1 Lac

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	01		Nil	03
Sponsoring agencies		UGC			College

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

3.13 No. of collaborations International National Any other (Local)

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 State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	03		
NCC	Nil	NSS	03	Any other	01

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

- Workshop on Road Safety Measures
- workshop on disaster management
- workshop on NAAC Process
- Educational tour to Delhi
- Plantation programme
- Freshmen social
- Students' Union Election
- Education tour to Delhi And Agra
- Study tour to historical places at Sivasagar

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	29014 sq Mtr.	-----	----	29014 sq Mtr.
Class rooms	19	03	----	21 Rooms
Laboratories	03	01	----	4 Labs
Seminar Hall (Auditorium)	1000 sq. Mtr.	-----	----	1000 sq. Mtr.
No. of important equipments purchased (1-0 lakh) during the current year.	---	----	----	----
Value of the equipment purchased during the year (Rs. in Lakhs)	21 Lac	1.44 Lac	UGC	22.44 Lac
Others	---	----	----	---

4.2 Computerization of administration and library

- The central library of Rupahi College is computerized with soul-2.0 software
- Steps have been taken to computerize the administrative block.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7703	802752/-	1125	200217/-	8828	1002969/-
Reference Books	2873	703128/-	30	35000/-	2903	738128/-
e-Books	---	---	---	--	--	---
Journals	14	19200	01	2000/-	15	15200/-
e-Journals	NLIST		---	---	01	---
Digital Database	---	---	---	---	---	---
CD & Video	---	---	---	---	---	---
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	23	01	12	---	Nil	03	04	03
Added	11	---	19	---	----	01	06	---
Total	34	01	31	---	-----	04	10	03

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

- Computer certificate course has made compulsory for the students at entry level
- Diploma in computer application under community college sanctioned by UGC is running
- All the teaching departments are now being provided with computer sets so as to enable them to become proficient in computer

4.6 Amount spent on maintenance in lakhs:

i) ICT	3.81Lac
ii) Campus Infrastructure and facilities	99.05 Lac
iii) Equipments	7.84 Lac
iv) Others	0.85 Lac
Total:	111.55 Lac

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC provides coaching classes for Madrassa TET through the Career Counselling & Guidance Cell
- IQAC informs the students about the available option for PG courses
- Uninterrupted power supply through solar energy plant is provided
- It creates awareness for women education against early marriage
- It sensitize the students for competitive examinations under SSC
- Wi-Fi campus

5.2 Efforts made by the institution for tracking the progression

- Strict discipline in maintaining classes
- Vocational training and workshop
- Personality development programme
- Regular feedback from students and analysis thereof
- Regular meeting and counseling

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1474			

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	711	48.23%		763	51.76%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1125	50	10	30	04	1219	1320	105	19	24	06	1474

Demand ratio 1:1.23

Dropout % :0.04%

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

- Coaching for Madrasa TET undertaken by career counselling cell
- Logistic support and guidance are provided to the students interested for appearing in various examinations under SSC
- Steps have been taken to send 5 students to Delhi for IPS Coaching

No. of students beneficiaries

200

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 (TET)	81

5.6 Details of student counselling and career guidance

In addition to providing necessary information for various examinations, skill oriented courses like Diploma in Fish & Fishery and Computer Application, tailoring, Talley and beautician Diplomas are introduced to help the students in self-employment

No. of students benefitted

332

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	150

5.8 Details of gender sensitization programmes

An awareness programme on women Education and its importance is organized by women Cell of the College

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	51	25828/-
Financial support from government and UGC	344	Direct A/C Transfer
	ST/SC 40	198648/-
Financial support from other sources (Memorial Award by faculty)	15	24000/-
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: 03,

- Improvement of Girls' Common Room
- Internal road and
- students' Union Room

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To provide ample opportunities of higher education to the socio-economically disadvantaged and marginalized linguistic and religious minority communities inhabiting in its catchment areas to provide quality higher education at affordable price.

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 bring about social change through modern education especially to girls students
- ii. To enhance the moral and ethical values among the students
- iii. To make the students marketable through skill development programmes
- iv. To make the students self-dependent through vocational courses
- v. To provide access to higher education to employed, housewives etc. through distance education like IDOL and KKHSOU
- vi. To provide ample opportunity for women education through Home science Major

6.2 Does the Institution has a management Information System

Yes, Some MIS are – Daily Absent Report (staff), Yearly Absent Report (student), Annual Audit Report, students' enrolment etc.

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

6.3.1 Curriculum Development

The affiliating Gauhati University is the sole authority for curriculum development. One teacher is member of syllabus committee of G.U. He takes part in the curriculum development activities as and when invited.

6.3.2 Teaching and Learning

The College authority regularly observes the teaching and learning process. The academic calendar published at the commencement of each session outlines the academic activities such as Sessional and terminal examinations, educational tours, field study, group discussions etc. Teaching and internal 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 scripts of internal examinations and the same are returned to the students as their feedback.

6.3.4 Research and Development

- Research Committee of the college motivates faculty members to undertake research projects on local issues with external funding.
- Four teachers are undertaking Ph.D. programme, two teachers have been selected for Ph. D. Programme and two have appeared in entrance test for Ph.D.
- 4 MRPs and 2 seminar proposals are submitted to the UGC, NERO in this year
- One MRP is undergoing
- 14 research articles are published in various journals and seminar proceedings in this year
- IQAC of the college has taken initiative to publish yearly Research journal
- One national seminar is organized and the proceeding is under process to publish with ISBN
- One Children book is published with ISBN
- Nine teachers have presented research papers in 24 seminars and workshops

6.3.5 Library, ICT and physical infrastructure / instrumentation

Central library of Rupahi College is shifted to 2nd floor of newly constructed Administrative building. The library is equipped with text books, reference books, journals, magazines, news papers, furniture, Computer with internet facility, e-journals, UGC INFONET, reprography, and software automation with SOUL-2.0.

6.3.6 Human Resource Management

- IT training Workshop for non-teaching staff.
- Strictly observance of class routine
- Gate of the College remain closed from 10 AM to 3 PM for ensuring students' attendance in classes
- 7 teachers have participated in STC
- Participation in Seminars and Workshops are encouraged
- Separate departments with computer and internet are provided
- Library Reading Room, spacious Canteen and parking facilities are provided to the staff to carry out their work efficiently.

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 the organisations like Rupahi Kohinoor club, Adarshya Kalyan Samity, Assam Sahitya Sabha, Raha Fishery College etc. for conducting various skill development and vocational Programmes. Dialogue is on to invite more collaborating agencies.

6.3.9 Admission of Students

Academic committee of the college takes 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, insurance scheme, Memorial award

6.5 Total corpus fund generated

80,000 @ annum

6.6 Whether annual financial audit has been done

Yes

No

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

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

6.8 Does the University/ Autonomous College declare results within 30 days? **Not Applicable**

For UG Programmes Yes No

For PG Programmes Yes No

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

The College has no role for examination reforms. The affiliating Gauhati University reforms the examinations as and when required. But college has liberty to conduct and reform internal examinations.

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

The university is considering granting autonomy to colleges with 'A' grade

6.11 Activities and support from the Alumni Association

Alumni Association of the college has been contributing to the institutional, academic and infrastructural development sphere. Alumni's meeting is held in the month of October in every year. The Association helps in plantation and extension activities also.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher Association of the college helps for development of educational atmosphere, external infrastructural development, removing of gaps between students and teachers, awareness against early marriage of girl students etc.

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

Boundary wall is constructed for secured a undisturbed atmosphere. Earth filling and medicinal plantation is undertaken. An additional garden has been developed in front of the Assamese Department adjacent to a big pond. Solar plant is installed to provide uninterrupted power supply to make the campus clean and green. Internal road is constructed with tiles. These are the steps taken to make the college campus eco-friendly

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.

The following are a few innovations introduced in the college during this year which have created positive impact on the functioning of the college:

- Forum of Rural Colleges of Nagaon & Morigaon districts
- Skill Development Programme under UGC Scheme of Community College
- Improvement of sports facility by adding Basket Ball Court
- Fish rearing by the department of Fishery Science

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

- Forum of Rural Colleges have been formed with 14 member colleges: Symposium on NAAC Process
- TET coaching extended to Alumni and students of the college
- One year Diplomas in Fish & Fishery and Computer Application Course under UGC approved Community college are introduced
- Central Library is shifted to 2nd floor of the Administrative building
- Medicinal saplings are planted
- 14 Research articles published, one National seminar organized, 4 MRP proposals are submitted
- One Book published with ISBN
- Feedback received from parents and students and analyzed with due care in all respects and corrective measures are suggested

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

Forum of Rural Colleges of Nagaon & Morigaon Districts
TET Coaching

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

7.4 Contribution to environmental awareness / protection

- Medicinal Plantation programme is undertaken in collaboration with Alumni Association
- Environmental tour for field survey to Silghat is performed
- Observance of World Environment Day on 5th June, development of garden by Student' Union of the College

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: Student enrolment increased, thrust on skill development

Weakness: Dropout due to early marriage of Girl students causes dropouts

Opportunity: spreading modern education among the marginal and providing self-employment through Diploma in Fish & Fishery and Computer Application

Threat: lack of employment generation agency and industry

8. Plans of institution for next year

- Better Sports Facilities
- Setting up Kaushal Kendra
- Better water facility
- Opening coaching centre for Bank and other Competitive Examinations conducted under SSC
- To purchase more teaching aids like podium, digital classroom etc.

Name: Dr. Azizul Hoque



Signature of the Coordinator, IQAC

Name: Dr. Bhubanananda Pattanaik



Signature of the Chairperson, IQAC

Annexure-I

Holidays: Offices and classes of the university and its affiliated and permitted colleges will remain closed on the following days during the calendar year-2014

Occasions	Month	Date(s)	Day(s)	No. of Days
Magh Bihu	January	13,14,15	Monday, Tuesday, Wednesday	03
Republic Day/GU Foundation Day		26	Sunday	01
Swaraswati Puja	February	4	Tuesday	01
Sivaratri		27	Thursday	01
Doljatra	March	16,17	Sunday, Monday	02
Bohag Bihu	April	14,15,16	Monday, Tuesday, Wednesday	03
Good Friday		18	Friday	01
May Day	May	1	Thursday	01
Buddha Purnima		14	Wednesday	01
Id-ul-Fitre	July	29,30	Thursday, Wednesday	02
Independence Day	August	15	Friday	01
Janmastomy		18	Monday	01
Tithi of Srimanta Sankar Dev		27	Wednesday	01
Tithi of Sri Sri Madhab Dev	September	13	Saturday	01
Durga Puja, Gandhi Jayanti, Vijaya Dashomi, Janmotsav of Srimanta Sankar Dev, Id-ul-Zuha and Lakhmi Puja	October	1, 2, 3, 4, 5, 6, 7	Wednesday to Tuesday	07
Kali Puja & Diwali		23, 24	Thursday, Friday	02
Guru Nanak Birth Day	November	6	Thursday	01
Christmas Day	December	25	Thursday	01
Half Holyday				
Kati Bihu	October	18	Saturday	0.5
Muharram	November	4	Tuesday	0.5

Annexure-II (Feedback from Parents and Students)

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

- ১। শিক্ষকৰ নিয়মাবলীপ্ৰতিভা:
(ক)উত্তম (খ)বেছিভাল(গ)ভাল(ঘ)মোটামুটি(ঙ)বেয়া
- ২। শিক্ষকজনৰ পাঠ সম্পৰ্কে প্ৰৱৰ্ত্তি:
(ক)উত্তম (খ)বেছি ভাল(গ)ভাল(ঘ)মোটামুটি(ঙ)বেয়া
- ৩। তুমি শিক্ষকজনৰ বক্তৃতা অনুশৰণ কৰাৰে ?
(ক)হয়(খ)নহয়(গ)কিছুপৰিমাণে
- ৪। শিক্ষকজনে ব্যৱহাৰ কৰা ভাষা বুজি পোৱালে ?
(ক)বুজি পাওঁ(খ)বুজি নাপাওঁ(গ)কিছুপৰিমাণে বুজি পাওঁ
- ৫। শিক্ষকজনৰ লগত অতিৰিক্ত সময়ৰ প্ৰয়োজন আছেনে ?
(ক)আছে(খ)নাই (গ)মাজে সময়ে
- ৬। দীৰ্ঘদিন শিক্ষকজন অনুপস্থিত থাকিলে দাইবা নিয়মিতভাৱে উপস্থিত থাকে ?
(ক)উপস্থিত থাকে(খ)প্ৰায়ে অনুপস্থিত থাকে(গ)৫০-৫০
(ঘ)কিচিৎহে উপস্থিত থাকে
- ৭। শিক্ষকে দিয়া জোমান গৃহ কাৰ্য শুধৰনি আৰু মূল্যায়নত তুমি সন্তোষিত ?
(ক)হয়(খ)মুঠেই নহয়(গ)আংশিকভাৱে
- ৮। ছাত্ৰ-ছাত্ৰীৰ প্ৰতি শিক্ষকৰ দৃষ্টিভঙ্গী কেলেখনৰ ?
(ক)বন্ধুত্বপূৰ্ণ (খ)কঠোৰ(গ)অমনযোগী(ঘ)দুবৰ বজাই ৰখা

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

- ১। শিক্ষকৰ নিয়মাবলীপ্ৰতিভা:
(ক)উত্তম (খ)বেছিভাল(গ)ভাল(ঘ)মোটামুটি(ঙ)বেয়া
- ২। শিক্ষকজনৰ পাঠ সম্পৰ্কে প্ৰৱৰ্ত্তি:
(ক)উত্তম (খ)বেছি ভাল(গ)ভাল(ঘ)মোটামুটি(ঙ)বেয়া
- ৩। তুমি শিক্ষকজনৰ বক্তৃতা অনুশৰণ কৰাৰে ?
(ক)হয়(খ)নহয়(গ)কিছুপৰিমাণে
- ৪। শিক্ষকজনে ব্যৱহাৰ কৰা ভাষা বুজি পোৱালে ?
(ক)বুজি পাওঁ(খ)বুজি নাপাওঁ(গ)কিছুপৰিমাণে বুজি পাওঁ
- ৫। শিক্ষকজনৰ লগত অতিৰিক্ত সময়ৰ প্ৰয়োজন আছেনে ?
(ক)আছে(খ)নাই (গ)মাজে সময়ে
- ৬। দীৰ্ঘদিন শিক্ষকজন অনুপস্থিত থাকিলে দাইবা নিয়মিতভাৱে উপস্থিত থাকে ?
(ক)উপস্থিত থাকে(খ)প্ৰায়ে অনুপস্থিত থাকে(গ)৫০-৫০
(ঘ)কিচিৎহে উপস্থিত থাকে
- ৭। শিক্ষকে দিয়া জোমান গৃহ কাৰ্য শুধৰনি আৰু মূল্যায়নত তুমি সন্তোষিত ?
(ক)হয়(খ)মুঠেই নহয়(গ)আংশিকভাৱে
- ৮। ছাত্ৰ-ছাত্ৰীৰ প্ৰতি শিক্ষকৰ দৃষ্টিভঙ্গী কেলেখনৰ ?
(ক)বন্ধুত্বপূৰ্ণ (খ)কঠোৰ(গ)অমনযোগী(ঘ)দুবৰ বজাই ৰখা

FEEDBACK FROM STUDENTS/ALUMNI/PARENTS
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- ১। শিক্ষকৰ নিয়মাবলীপ্ৰতিভা:
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- ২। শিক্ষকজনৰ পাঠ সম্পৰ্কে প্ৰৱৰ্ত্তি:
(ক)উত্তম (খ)বেছি ভাল(গ)ভাল(ঘ)মোটামুটি(ঙ)বেয়া
- ৩। তুমি শিক্ষকজনৰ বক্তৃতা অনুশৰণ কৰাৰে ?
(ক)হয়(খ)নহয়(গ)কিছুপৰিমাণে
- ৪। শিক্ষকজনে ব্যৱহাৰ কৰা ভাষা বুজি পোৱালে ?
(ক)বুজি পাওঁ(খ)বুজি নাপাওঁ(গ)কিছুপৰিমাণে বুজি পাওঁ
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(ক)আছে(খ)নাই (গ)মাজে সময়ে
- ৬। দীৰ্ঘদিন শিক্ষকজন অনুপস্থিত থাকিলে দাইবা নিয়মিতভাৱে উপস্থিত থাকে ?
(ক)উপস্থিত থাকে(খ)প্ৰায়ে অনুপস্থিত থাকে(গ)৫০-৫০
(ঘ)কিচিৎহে উপস্থিত থাকে
- ৭। শিক্ষকে দিয়া জোমান গৃহ কাৰ্য শুধৰনি আৰু মূল্যায়নত তুমি সন্তোষিত ?
(ক)হয়(খ)মুঠেই নহয়(গ)আংশিকভাৱে
- ৮। ছাত্ৰ-ছাত্ৰীৰ প্ৰতি শিক্ষকৰ দৃষ্টিভঙ্গী কেলেখনৰ ?
(ক)বন্ধুত্বপূৰ্ণ (খ)কঠোৰ(গ)অমনযোগী(ঘ)দুবৰ বজাই ৰখা

Feedback from 30 parents and 50 students have been taken in this year keeping in mind the parents who communicate often with the college and staff and the students whose highest attendance recorded and take part in every teaching- learning and extension activities. So far the analysis of the feedback from parents is concerned; it shows that there is a lack of communication between the parents and the faculty members. As regards to the feedback of students, it is found that a few teachers display rude behaviour to the students. IQAC of the college takes these problems seriously. It advises the faculty members to develop close communication with the parents and it also suggests the faculty members to mend their rude behaviour and develop positive mind set.

Annexure-III (A)

Practice No-2 (Forum of Rural Colleges of Nagaon & Morigaon Districts)

Goal:

Goal of this practice is to develop mutual understanding and cooperation among the member colleges sharing and caring each other in respect of faculty exchange programme, students exchange programme, sports and cultural programme, seminar, workshop and use of library in pursuance to joint effort of conducive educational atmosphere.

The Context:

Mutual understanding among the colleges is essential for all round development of faculties and students. In the present context of educational scenario, the definition of higher education changed into access, accountability and marketability having demand in competitive market. It is urgent need of time to make the students efficient gearing them courage and vocal power to appear before global competition for vertical mobility with the students of urban colleges. It is hoped that the forum will benefit the member colleges in reaching goals and aspirations and it will give opportunity to realize the every individual for self-appraisal.

The Practice:

Under the initiative of IQAC of Rupahi College, fourteen rural colleges were invited to discuss about the formation of cluster of Rural Colleges of Nagaon & Morigaon districts. Every college is represented by two members including principal. The meeting is held at Auditorium Hall of the College on 14.02.15 under the chairmanship of Sirajul Hoque, President, G.B. of Rupahi College. After a fruitful discussion on the topic, the “FORUM OF RURAL COLLEGES OF NAGAON & MORIGAON” is formed and goals and objectives are determined and then principals of 14 colleges signed the MOUs in promise to act for development of internal resources jointly.

Evidence of Success:

- One symposium on NAAC PROCESS is organized under the banner of the forum
- Faculty exchange programme is performed
- Students of member colleges participated in the sports and cultural events at kalibar college

Problems encountered and Resources Required:

The initial stage of this practice encountered some challenges due to poor communication facility and logistic support. Later on, authorities of the member colleges solve the problem making it compulsory for stakeholders.

Annexure-III, B (Best practice)

Practice No-1 (TET Coaching)

Goal

The goal of this practice is to discharge the sacred duty of the College towards the internal resources to make sound the internal profile of the college. Student support services and career guidance provide to the students and Alumni of the college to fulfill the vision of the college.

The Context

It is really a challenge to prepare the students accountable and marketable to face competition especially for the students of socio-economic and rural backwardness. The fact is that Rupahi College is situated in rural backward area inhabiting minorities, SC, ST, and OBC populace. Parents are unaware of education and early marriage of girl students is a common disease. In this obnoxious juncture, it is a great responsibility of the college to serve the local people to implement the ideals, visions, and dreams of the founders into reality making their offspring competent.

The Practice

Rupahi College has been providing student support services and career guidance to the students since its inception. This year also, the career counseling and guidance cell of the college starts TET coaching for recruitment under Assam Madrassa Education. The opening meeting for TET coaching is held on 22.09.14 at College Auditorium Hall under the chairmanship of Dr. B.N. Pattanaik, Principal of Rupahi College and its convener is Ikbal Hussain, Associate Prof. Dept. of Assamese. About 200 students have been enrolled with a nominal tuition fees. The coaching runs for two months. As part of the same, the following activities are worth mentioning:

- The coaching starts at 1 p.m. every day
- Subject experts were appointed from among faculty of college
- Girls students were given priority in the enrolment
- Students from economically weak background are offered coaching free of cost
- Some subject experts are hired

Evidence of Success

The efforts of the college have shown positive result. Eighty students were qualified in written test. The Government of Assam yet to appoint those qualified students on merit basis. Many guardians of student proceeded to the college to show their gratitude and benevolence to the Principal. The success felt a positive impact in the locality.

Problems Encountered and Resources Required

The college has faced a problem in implementing this practice. These are:

- Inadequate space while striving to offer opportunities for free coaching to socio-economically backward communities and some students often found irregular.

To cater to the problem, the convener of the coaching class calls upon the guardians of irregular students and exchanges his ideas with them and elaborately expresses the importance of the classes.