

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2010--11

I. Details of the Institution

1.1 Name of the Institution

TINSUKIA COLLEGE

1.2 Address Line 1

NEAR TINSUKIA DISTRICT SPORTS ASSOCIATION GROUND
(KACHUJAN STADIUM)

Address Line 2

COLLEGE ROAD

City/Town

TINSUKIA

State

ASSAM

Pin Code

786125

Institution e-mail address

Principal tinsukiacollege@rediffmail.com

Contact Nos.

0374-2338340
09435708365

Name of the Head of the Institution:

DR. BHUBAN GOGOI

Tel. No. with STD Code: 0374-2338340

Mobile: 09435708365

Name of the IQAC Co-ordinator: AJIT CHANDRA PHUKAN
NIRANJAN KR. SHUKLA

Mobile: 09435135650
09435528831

IQAC e-mail address: tskcollegelqac@gmail.com.

1.3 NAAC Track ID (For ex. MHC0GN 18879) ASC0GN10917

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

NAAC/MSS/Cert, A & A/2004/200/7714,
Dated – 3/3/2014
NAAC/MSS/WH/Pub/Cert/15/2005,
Dated – 03/08/2005

1.5 Website address: www.tinsukiacollege.com

Web-link of the AQAR: <http://www.tinsukiacollege.com/IQAC/AQAR2010-11.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 | B | 73.75 | 2004 | 2004-09 |
| 2 | 2 nd Cycle | | | | |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

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

21 - 04 - 2005

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

i. AQAR 2010-11 (10/07 /2015)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Computer Application

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

DIBRUGARH UNIVERSITY

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

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

YES

UGC-Innovative PG programmes

NO

Any other (*Specify*)

UGC-COP Programmes

NO

2. IQAC Composition and Activities

| | |
|---|---|
| 2.1 No. of Teachers | <input type="text" value="15"/> |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="01"/> |
| 2.3 No. of students | <input type="text" value="NIL"/> |
| 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="NIL"/> |
| 2.9 Total No. of members | <input type="text" value="25"/> |
| 2.10 No. of IQAC meetings held | TWO |
| 2.11 No. of meetings with various stakeholders: | No. <input type="text" value="02"/> Faculty <input type="text" value="02"/> |
| | Non-Teaching Staff /Students <input type="text" value="NIL"/> Alumni <input type="text" value="NIL"/> 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"/> |
| 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="2"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution Level <input type="text" value="2"/> |
| (ii) Themes | <input type="text" value="1) ABC OF QUALITY 2) PROCESS OF RE-ACCREDITATION"/> |

2.14 Significant Activities and contributions made by IQAC

- 1) IQAC, Tinsukia College acts as facilitator in case of different programmes organised by the departments.
- 2) It makes arrangement for feedback response from students.
- 3) At the time of admission, IQAC sets up a helpdesk to provide information relating to admission, course curriculum, hostel facilities, etc.
- 4) It tries to promote the “sense of belongingness” among teachers, staff and other stakeholders.

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 |
|--|--|
| 1). Commencement of B.Com Afternoon shift under self financing mode from the Academic Session 2010-11. | B.com afternoon shift started from the current Academic session under self financing mode. However, it was decided not to offer honours programmes in the B.com afternoon shift. |
| 2). Complete the construction of the Central Library building by the end of May, 2011. | Substantial part of the construction of the Central Library building was completed by the end of June 2011. However, furnishing work could not be completed. |
| 3). Buy SPSS Software, GIS, Matlab, Mathematica Softwares | Purchased SPSS Software, GIS, Mathematica Softwares out of UGC fund. |
| 4). Acquisition of 40 KVA Generator. | Purchased and installed. Could |
| 5). Organisation of NSS Camp. | not be organised. Construction |
| 6). Start the construction of Girls Hostel. | of the Girls Hostel building started funded by UGC. |
| 7). Preparation of DPR in respect of separate block for computer studies. | The DPR was prepared and submitted to the governing body for taking a final decision. |
| 8). Refurbishment of Chemistry Department Laboratory and Construction of Lab tables and installation of Fume hood and others | Done. |
| 9). Organisation of SAM Workshop. | The SAM workshop was organised in the month of Nov.2010. |

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

As mentioned in point 2.15 of Part A of AQAR 2010 - 11

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | NIL | | | NIL |
| PG | NIL | | | NIL |
| UG | 4 | 1 | 2 | NIL |
| PG Diploma | NIL | | | NIL |
| Advanced Diploma | NIL | | | NIL |
| Diploma | NIL | | | NIL |
| Certificate | 1 | | | NIL |
| Others | NIL | | | NIL |
| Total | 5 | 1 | 2 | |
| Interdisciplinary | 2 | 1 | | |
| Innovative | | | | |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: CORE/ELECTIVE OPTION

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 1 |
| Trimester | NIL |
| Annual | 4 |

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

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

*Please provide an analysis of the feedback in the Annexure

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

The College being an affiliated Institution does not have much liberty with regards to curriculum design and development. For U.G. courses, Dibrugarh University (the affiliating University) frames the syllabi and the college being affiliated to the University has to follow it in its entirety. Revision is also under the jurisdiction of the University.

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

BCA Course under Centre for Computer Studies.

Criterion – II

2. Teaching, Learning and Evaluation

| 2.1 Total No. of permanent faculty | Total | Asst. Professors | Associate Professors | Professors | Others |
|------------------------------------|-------|------------------|----------------------|------------|--------|
| | 69 | 45 | 24 | NIL | NIL |

2.2 No. of permanent faculty with Ph.D.

18

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 |
| 2 | 3 | NIL | NIL | NIL | NIL | NIL | NIL | 2 | 3 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

21

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 5 | 48 | NIL |
| Presented papers | 4 | 35 | NIL |
| Resource Persons | NIL | NIL | NIL |

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

- 1) Hand written yearly Magazine by the students of Department of Political Science.
- 2) Wall Magazine contributed by students.
- 3) Field trips and study tours.
- 4) Use of ICT devices.
- 5) Project dissertation.
- 6) Lecture by invited faculties.
- 7) Screening of films.

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)

Very limited scope for intervention because Examination & Evaluation Process are entirely conducted & monitored as per the norms of Dibrugarh University and Assam Higher Secondary Education Council.
The College being an affiliated Institution does not have much liberty with regards to Examination & Evaluation Reforms. However, Departmental Entrance Examination is conducted to select students for honours programmes.

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

6

2.10 Average percentage of attendance of students

75%

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.Com | 94 | NIL | 21.28 | 38.29 | 15.96 | 75.53 |
| B.Sc | 39 | 15.38 | 17.95 | 46.15 | NIL | 79.48 |
| BA | 236 | 1.69 | 0.85 | 25.85 | 26.69 | 55.08 |

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

- 1). IQAC takes regular feedback from students on different parameters related to teaching learning and of the support services.
- 2). It helps different departments in organising guest lectures, departmental seminars and other student's activities.
- 3). It motivates teachers to adopt modern pedagogical technique.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 12 |
| UGC – Faculty Improvement Programme | 1 |
| HRD programmes | NIL |
| Orientation programmes | 04 |
| Faculty exchange programme | 01 |
| Staff training conducted by the university | NIL |
| Staff training conducted by other institutions | NIL |
| Summer / Winter schools, Workshops, etc. | NIL |
| Others | NIL |

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 | 14 | 2 | NIL | 2 |
| Technical Staff | 13 | 1 | NIL | 1 |

Criterion – III

3. Research, Consultancy and Extension

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

Constitution of Research Cell

- * Minor & Major Research Proposals are examined by the members of the Research Cell and forwarded with necessary suggestions for improving the quality of the Research Proposal.
- * Encouraged to spend spare time in research activities. Regular duties and routine works schedule are adjusted for research activities with due permission from the authority.
- * Dissemination of information regarding funding agencies as well as the process for applying for such projects.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|----------|------------|-----------|
| Number | 2 | 5 | 3 | 2 |
| Outlay in Rs. Lakhs | 2,00,000 | 3,53,000 | 4,28,000 | 1,65,000 |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | NIL | 6 | NIL |
| Non-Peer Review Journals | NIL | NIL | NIL |
| e-Journals | NIL | NIL | NIL |
| Conference proceedings | NIL | 2 | NIL |

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 | 2 Yrs. 2011-13 | UGC | 4,13,875 | 1,15,500 |
| Minor Projects | 2 Yrs. | UGC | 4,28,000 | 3,53,000 |
| Interdisciplinary Projects | NIL | NIL | NIL | NIL |
| Industry sponsored | NIL | NIL | NIL | NIL |
| Projects sponsored by the University/ College | NIL | NIL | NIL | NIL |
| Students research projects <i>(other than compulsory by the University)</i> | NIL | NIL | NIL | NIL |
| Any other(Specify) | NIL | NIL | NIL | NIL |
| Total | NIL | NIL | 8,41,875 | 458500 |

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 | 1 | | | 3 |
| 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

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 * { **Includes Major Projects also** }

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 | NIL |

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them Dr. Bhuban Gogoi }
Dr. C. Bora }

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 | <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"/> | College forum | <input type="text" value="2"/> | | |
| NCC | <input type="text"/> | NSS | <input type="text"/> | Any other | <input type="text"/> |

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

- As a part of its social responsibility which strongly exposes the cause of education, the cell for women studies and development of Tinsukia College distributed books and other teaching materials amongst the female prisoners of the Tinsukia District Jail on 15th August,2010.

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 | 5.89 Acre | NIL | NIL | 5.89Ac |
| Class rooms | 23 | 2 | College Fund | 25 |
| Laboratories | 8 | 1 | DST | 9 |
| Seminar Halls | 1 | NIL | College Fund | 1 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | | | | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 9,56,462 | UGC/ College Fund | 956462 |
| Others | | | | |

4.2 Computerization of administration and library

Computerisation of Library Records is going on using the necessary softwares for efficient maintenance of Library Records.

4.3 Library services:

| | Existing (As on 1 st July, 2010-11) | | Newly added | | Total | |
|------------------|---|--------------------|-------------|----------|-------|-------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 37239 Nos. (as on Dt-05.03.2010) | Could not found | 867 | 3,39,967 | 38106 | |
| Reference Books | | | | | | |
| e-Books | | | | | | |
| Journals | | | | | | |
| 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 |
|----------|--------------------|------------------|----------|---------------------|---------------------|--------|-------------|--------|
| Existing | 46 | 14 | | 11 | NIL | 9 | 12 | |
| Added | 18 | NIL | | 4 | 10 | 2 | 2 | |
| Total | 64 | 14 | | 15 | 10 | 11 | 14 | |

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

1. Networking of Computer in Central Library done during the year.
2. Biometric Finger Print Device installed for Digital Attendance.

4.6 Amount spent on maintenance in lakhs :

| | |
|--|-----------------|
| i) ICT | 62,886 |
| ii) Campus Infrastructure and facilities | 2,57,135 |
| iii) Equipments | 22,657 |
| iv) Others | 5,60,355 |
| Total : | 9,03,033 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1) Every Year on Foundation Day of the College, IQAC felicitates and presents awards for academic excellence to those students who secure first class/ first division in TDC Final examination conducted by the University. They are given a certificate of excellence and cash award of Rs. 1000/-.
- 2) The “Best Graduate Of the College” award is also given on the same day.
- 3) Many teachers’ alumni have initiated cash awards to motivate students to excel in their academic pursuit.
- 4) Full details of the other student support services are available in the college prospectus and the website of the College.
- 5) Seminars, Workshop, Counselling Programmes organised from time to time for developing awareness among students.

5.2 Efforts made by the institution for tracking the progression

In view of large number of students, it becomes very difficult to track the progression of the students on individual basis. However after the declaration of results by the University the Principal convenes a meeting inviting all HOD’s and the faculty members to analyse the performance of the students. In case of the students who are enrolled in major programme, their performances are tracked at the level of departments.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|-----|--------|--------|
| 1511 | NIL | NIL | NIL |

(b) No. of students outside the state

89

(c) No. of international students

NIL

| | | | | | |
|-----|------|-------|-------|-----|-------|
| Men | No | % | Women | No | % |
| | 1054 | 69.75 | | 457 | 30.25 |

| Last Year | | | | | | This Year | | | | | |
|-----------|----|-----|-----|-----------------------|-------|-----------|-----|-----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 572 | 70 | 106 | 628 | | 1376 | 613 | 139 | 124 | 635 | | 1511 |

Demand ratio = 1.5:1 Dropout % = Around 40%

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

No Such support mechanism exists for coaching for competitive examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

No Information Available

5.6 Details of student counselling and career guidance

The Pragyan Editorial Board in collaboration with the IQAC, Tinsukia College, organised a career awareness workshop at the college on 27th September 2010. The main topic of the workshop was "Education for tomorrow career vision 2010 and beyond". Sri Prasant Barooah and Sri. Debijit Das from NE Career Guidance Cell, were the resource persons of the programme. The talk was followed by an interactive session where students asked different questions relating to career prospects in different fields. Around 89 students participated in the programme.

No. of students benefitted

89

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 | NIL |

5.8 Details of gender sensitization programmes

As per UGC guidelines, the cell for women studies and development (CWSD) of Tinsukia College was set up in the year 2005. Since its inception, the Cell has been organising various programmes and workshops for bringing awareness in different aspects among the women both on and off campus.

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 | 87 | 85,200 |
| Financial support from government | | |
| Financial support from other sources (UGC) | 20 | 1,20,000 |
| 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: Toilet, Union office

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : ---

To create an institution of higher learning with a view to develop human resources by inducing human values, healthy culture, a passion for learning and including a true spirit of nationalism.

Missions : ---

1. To provide value based education with special emphasis to need based and professional education.
2. To develop skill to encourage intellectual pursuit and passion for knowledge.
3. To study and preserve the cultural, ethnic and natural heritage of the region.
4. To promote research culture and positive outlook.
5. To promote extension activities.
6. To create awareness amongst the students against all social injustice.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

- 1) Very limited scope being an affiliated college.
- 2) Few faculty members are members of the syllabus, revision committee, as well as board of studies.

6.3.2 Teaching and Learning

- 1) Use of ICT.
- 2) Field trips, study tours.
- 3) Expert Lecture.
- 4) Departmental Seminars / Group Discussion / Field work.

6.3.3 Examination and Evaluation

Very limited scope. However, two sessional examinations are conducted as per University regulations. Departmental Seminar/ Group discussion/ Home Assignments are given to students.

6.3.4 Research and Development

- 1) Voluntary leaves granted to those who are engaged in active research.
- 2) A research cell exists in the college which helps and guides researchers in preparing proposals for research funding.
- 3) Central Library is upgraded to have sufficient stocks of books, Journals as well as e-resource

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1) Establishment of UGC Resource Net work Centre.
- 2) Establishment of Central Library Building.
- 3) Purchase of LCD Projector, Laboratory Equipment.
- 4) Acquisition of Generator Set.
- 5) Drinking water facility.
- 6) Up gradation of class room, green board facilities.

6.3.6 Human Resource Management

- 1) All permanent posts of teaching and non-teaching staff are filled up strictly according to the rules and regulations of the Govt. Of Assam.
- 2) In case of self Financed programmes, teaching staff is recruited locally subject to fulfilment of norms as laid down by the UGC and are paid consolidated salary out of the college fund.
- 3) A large number of support staff has to be appointed on ad-hoc basis because of non creation of new permanent posts. They are appointed locally and are paid fixed salary out of college fund.
- 4) Besides teaching and examination works, faculties are engaged in other spheres of activities of the college like admission, students' sports programme, co-curricular activities.
- 5) Teachers are also having representation in the Governing Body of the college.

6.3.7 Faculty and Staff recruitment

- 1) Steps are taken immediately to fill up the posts as soon as the vacancies arises.
- 2) During the lag period, temporary faculties and staff are appointed timely on contractual basis and their services are terminated on the completion of 89 days from the day of appointment and subsequently renewed if the need arises.

6.3.8 Industry Interaction / Collaboration

Interactions are made from time to time when students visit nearby industries. Sometimes, representatives are invited from business & industries to deliver talks on various issues.

6.3.9 Admission of Students

- (1) All Admission policies are clearly spelt out in the prospectus along with the number of Seats available against every programs available in the college.
- (2) Full details of admission along with details of Fees structure are also available on the college website.
- (3) Advertisement for admission in various programmes of studies are also given in the local newspaper, local news channels.
- (4) A detailed Merit List is published before 2 days of actual admission & displayed in the college notice board.
- (5) Admission is given purely on merit . All reservation policies of the state govt. is strictly adhered too.

6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | NIL |
| Non teaching | * Advance Salary in case of emergency Employees Medical Aid Fund * Reservation to children of Employees |
| Students | * Students' Poor Fund * Students' Medical Fund * Students' Travelling Concession * Book Bank * Grievance Redressal Cell * Students' Association |

6.5 Total corpus fund generated

| | |
|-------------------------|---------------------|
| From BBA | 5,59,088.00 |
| From KKHOU Study Centre | <u>5,77,857.00</u> |
| Total = | <u>11,36,945.00</u> |

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 | NO | | NO | |
| Administrative | NO | | NO | |

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Not applicable in case of an affiliated college

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

No efforts seems to be made by the University

6.11 Activities and support from the Alumni Association

(1) The Pragyan Editorial Board of Tinsukia College organised a fruitful discussion on 2nd February,2010 on the topic 'XOBDO' The Online dictionary (www.xobdo.org.) Containing all the native languages of North East India. Attending the discussion as the Key resource person, Shri Priyanku Sharma, an alumnus of Tinsukia College, who is also the founder member of the on-line dictionary presently working as a lecturer of Foreign Languages at Hankuk University of South Korea explained the details of the history of beginning of the dictionary in the year 2006 and its present Position.

(2) Teachers' alumni working in the college extended cash awards to motivate students in their academic Pursuit.

6.12 Activities and support from the Parent – Teacher Association

No PTA Exists

6.13 Development programmes for support staff

No development programme organised for the Support Staff

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

- (1) Tree Plantation.
- (2) Disposal of laboratory wastage in a scientific and planned manner.

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.

- * Single window system of admission to meritorious students.
- * Biometric attendance system introduced .
- * Establishment of KKHSOU study centre.

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

As given in Point No. 2.15

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

- (1) Admission in Major programmes strictly according to Entrance Examination.
- (2) Presentation of IQAC's Award For Academic Excellence.

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

7.4 Contribution to environmental awareness / protection

- 1) Sensitization programme conducted.
- 2) Celebration of World Environment Day & plantation of trees
- 3) Field visits organised for students.
- 4) Screening of films on different environment related topics.

7.5 Whether environmental audit was conducted? Yes No

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

8. Plans of institution for next year

For Year 2011-12

- (1) Inauguration of Central Library Building & Provision for furniture & other infrastructure.
- (2) Organisation of National Seminar / Workshop.
- (3) Start the Construction of New Physics Building.
- (4) Software for Mathematics Department.
- (5) Refrigerator for Department of Zoology.
- (6) Survey for providing Wi-Fi facilities.
- (7) Improvement of Existing Buildings.
- (8) Separate Academic Block for Computer Studies.
- (9) Carryforward the remaining works of Previous Years.

Name : AJIT CHANDRA PHUKAN

Name: DR BHUBAN GOGOI

N. K. SHUKLA



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ANNEXURE – I

Analysis of Feedback from the Students Academic session--- 2010-11

IQAC, Tinsukia College prepared a printed feedback format to collect students responses under two heads : feedback on Teachers’ performances and feedback on Institutional support mechanism and infrastructure facilities. Students are asked to rate the teachers of their concerned course on six parameters at a five-point scale. Feedbacks are normally collected at the end of the session from the outgoing students. The Principal, Vice-Principal and Academic Committee sit together and analyse the feedback and necessary remedial measures are taken. The following findings were arrived at during the year 2010-11.

- 1) Students are more or less satisfied with the performance of the teachers. The Remarks made by the students appreciating the faculty member were very encouraging.
- 2) Students were very dissatisfied with regards to use of innovative methods by the teachers.
- 3) Students gave dissatisfactory comments on the parameter “Completion of Syllabus”.
- 4) Students responses with regards to infrastructure facilities were found satisfactory.
- 5) The Overall satisfaction level of the students were found to be satisfactory.

ANNEXURE – II
ACADEMIC CALANDAR FOR THE MONTHS – APRIL AND MAY, 2010

| Date | April | No. of Working Days |
|------|---------------------------------------|---------------------|
| 1 | | 1 |
| 2 | Good Friday | - |
| 3 | | 2 |
| 4 | Sunday | - |
| 5 | | 3 |
| 6 | Commencement of TDC Part I exam, 2010 | 4 |
| 7 | | 5 |
| 8 | | 6 |
| 9 | | 7 |
| 10 | | 8 |
| 11 | Sunday | - |
| 12 | | 9 |
| 13 | | 10 |
| 14 | Rongali Bihu | - |
| 15 | Rongali Bihu | - |
| 16 | Rongali Bihu | - |
| 17 | | 11 |
| 18 | Sunday | - |
| 19 | | 12 |
| 20 | | 13 |
| 21 | | 14 |
| 22 | | 15 |
| 23 | | 16 |
| 24 | | 17 |
| 25 | Sunday | - |
| 26 | | 18 |
| 27 | | 19 |
| 28 | | 20 |
| 29 | | 21 |
| 30 | | 22 |
| | | |

| Date | May | No. of Working Days |
|------|-----------------------------------|---------------------|
| 1 | May Day | - |
| 2 | Sunday | - |
| 3 | H.S. II Classes Commences | 1 |
| 4 | | 2 |
| 5 | | 3 |
| 6 | | 4 |
| 7 | | 5 |
| 8 | | 6 |
| 9 | Sunday | - |
| 10 | TDC Part II Classes Commences | 7 |
| 11 | | 8 |
| 12 | | 9 |
| 13 | | 10 |
| 14 | | 11 |
| 15 | | 12 |
| 16 | Sunday | - |
| 17 | | 13 |
| 18 | | 14 |
| 19 | | 15 |
| 20 | | 16 |
| 21 | | 17 |
| 22 | | 18 |
| 23 | Sunday | - |
| 24 | | 19 |
| 25 | | 20 |
| 26 | | 21 |
| 27 | Buddha Purnima | - |
| 28 | | 22 |
| 29 | HoDs meeting of course monitoring | 23 |
| 30 | Sunday | - |
| 31 | | 24 |

ACADEMIC CALANDAR FOR THE MONTHS –JUNE AND JULY, 2010

| Date | June | No. of Working Days | Date | July | No. of Working Days |
|------|------------------------------------|---------------------|------|--------|------------------------|
| 1 | TDC Part I Classes Commences | 1 | 1 | | SUMMER VACATION |
| 2 | | 2 | 2 | | |
| 3 | | 3 | 3 | | |
| 4 | | 4 | 4 | Sunday | |
| 5 | World Env. Day (WD)* | 5 | 5 | | |
| 6 | Sunday | - | 6 | | |
| 7 | | 6 | 7 | | |
| 8 | | 7 | 8 | | |
| 9 | | 8 | 9 | | |
| 10 | | 9 | 10 | | |
| 11 | | 10 | 11 | Sunday | |
| 12 | | 11 | 12 | | |
| 13 | Sunday | - | 13 | | |
| 14 | | 12 | 14 | | |
| 15 | | 13 | 15 | | |
| 16 | | 14 | 16 | | |
| 17 | | 15 | 17 | Sunday | |
| 18 | | 16 | 18 | | |
| 19 | | 17 | 19 | | |
| 20 | Sunday | - | 20 | | |
| 21 | | 18 | 21 | | |
| 22 | | 19 | 22 | | |
| 23 | | 20 | 23 | | |
| 24 | | 21 | 24 | | |
| 25 | | 22 | 25 | Sunday | |
| 26 | HoDs meeting for course monitoring | 23 | 26 | | |
| 27 | Sunday | - | 27 | | |
| 28 | | 24 | 28 | | |
| 29 | | 25 | 29 | | |
| 30 | | 26 | 30 | | |
| | | | 31 | | |

**ACADEMIC CALANDAR FOR THE MONTHS –
AUGUST AND SEPTEMBER, 2010**

| Date | August | No. of Working Days |
|------|---|---------------------|
| 1 | Sunday | - |
| 2 | | 1 |
| 3 | | 2 |
| 4 | | 3 |
| 5 | | 4 |
| 6 | | 5 |
| 7 | | 6 |
| 8 | Sunday | - |
| 9 | | 7 |
| 10 | | 8 |
| 11 | | 9 |
| 12 | | 10 |
| 13 | | 11 |
| 14 | | 12 |
| 15 | Sunday | - |
| 16 | | 13 |
| 17 | GPW/ Subject of presentation to be assigned/ division of Group Tutor System | 14 |
| 18 | | 15 |
| 19 | | 16 |
| 20 | | 17 |
| 21 | | 18 |
| 22 | Sunday | - |
| 23 | | 19 |
| 24 | | 20 |
| 25 | | 21 |
| 26 | | 22 |
| 27 | | 23 |
| 28 | HoDs meeting for course monitoring | 24 |
| 29 | Sunday | - |
| 30 | Tithi of Madhavdev | - |
| 31 | | 25 |

| Date | September | No. of Working Days |
|------|--|---------------------|
| 1 | Foundation Day/Janmastami | - |
| 2 | Last date : Projects to be submitted | 1 |
| 3 | Sports Day (WD)* | 2 |
| 4 | | 3 |
| 5 | Teacher's Day / Sunday | - |
| 6 | Sunday | 4 |
| 7 | | 5 |
| 8 | | 6 |
| 9 | | 7 |
| 10 | Tithi of Sri Sri Sankardeva | - |
| 11 | Id-ul-fitre | - |
| 12 | Sunday | - |
| 13 | | 8 |
| 14 | First individual presentation starts for TDC I/II/III | 9 |
| 15 | | 10 |
| 16 | | 11 |
| 17 | Distribution of 1 st Feed back and collection | 12 |
| 18 | | 13 |
| 19 | Sunday | - |
| 20 | | 14 |
| 21 | | 15 |
| 22 | | 16 |
| 23 | | 17 |
| 24 | | 18 |
| 25 | HoDs meeting for course monitoring | 19 |
| 26 | Sunday | - |
| 27 | Sun / World Tourism Day | 20 |
| 28 | | 21 |
| 29 | | 22 |
| 30 | | 23 |

**ACADEMIC CALANDAR FOR THE MONTHS –
OCTOBER AND NOVEMBER, 2010**

| Date | October | No. of Working Days |
|------|------------------------------------|---------------------|
| 1 | | 1 |
| 2 | Gandhi Jayanti | - |
| 3 | Sunday | - |
| 4 | | 2 |
| 5 | | 3 |
| 6 | | 4 |
| 7 | | 5 |
| 8 | | 6 |
| 9 | | 7 |
| 10 | Sunday | - |
| 11 | | 8 |
| 12 | | 9 |
| 13 | | 10 |
| 14 | Autumn Vacation | - |
| 15 | | - |
| 16 | | - |
| 17 | | - |
| 18 | | - |
| 19 | | - |
| 20 | | - |
| 21 | | - |
| 22 | | - |
| 23 | | - |
| 24 | Sunday | - |
| 25 | | 11 |
| 26 | | 12 |
| 27 | | 13 |
| 28 | | 14 |
| 29 | | 15 |
| 30 | HoDs meeting for course monitoring | 16 |
| 31 | Sunday | - |

| Date | November | No. of Working Days |
|------|------------------------------------|---------------------|
| 1 | | 1 |
| 2 | | 2 |
| 3 | | 3 |
| 4 | | 4 |
| 5 | Kali Puja & Diwali | - |
| 6 | | 5 |
| 7 | Sunday | - |
| 8 | | 6 |
| 9 | | 7 |
| 10 | | 8 |
| 11 | | 9 |
| 12 | | 10 |
| 13 | | 11 |
| 14 | Sunday | - |
| 15 | | 12 |
| 16 | | 13 |
| 17 | Id-ul-Zuha | - |
| 18 | Mother's Day | 14 |
| 19 | | 15 |
| 20 | | 16 |
| 21 | Sunday | - |
| 22 | | 17 |
| 23 | | 18 |
| 24 | Lachit Divas | - |
| 25 | | 19 |
| 26 | | 20 |
| 27 | HoDs meeting for course monitoring | 21 |
| 28 | Sunday | - |
| 29 | | 22 |
| 30 | | 23 |

| Date | December | No. of Working Days |
|------|------------------------|---------------------|
| 1 | World Aids Day | 1 |
| 2 | Asom Divas | - |
| 3 | | 2 |
| 4 | | 3 |
| 5 | Sunday | - |
| 6 | | 4 |
| 7 | | 5 |
| 8 | Sunday | 6 |
| 9 | | 7 |
| 10 | World Human Rights Day | 8 |
| 11 | | 9 |
| 12 | Sunday | - |
| 13 | | 10 |
| 14 | | 11 |
| 15 | | 12 |
| 16 | | 13 |
| 17 | | 14 |
| 18 | | 15 |
| 19 | Sunday | - |
| 20 | College Week | 16 |
| 21 | | 17 |
| 22 | | 18 |
| 23 | | 19 |
| 24 | | 20 |
| 25 | X-mas Day | - |
| 26 | Sunday | - |
| 27 | | 21 |
| 28 | | 2 |
| 29 | | 23 |
| 30 | | 24 |
| 31 | | 25 |

| Date | January, 2011 | No. of Working Days |
|------|--|---------------------|
| 1 | | 1 |
| 2 | Sunday | - |
| 3 | | 2 |
| 4 | 2 nd Presentation for TDC I/II/III year Commences | 3 |
| 5 | Distribution of 2 nd Feedback and collection | 4 |
| 6 | | 5 |
| 7 | | 6 |
| 8 | | 7 |
| 9 | Sunday | - |
| 10 | | 8 |
| 11 | | 9 |
| 12 | Winter Break | - |
| 13 | | - |
| 14 | Magh Bihu | - |
| 15 | Magh Bihu | - |
| 16 | Magh Bihu | - |
| 17 | | - |
| 18 | | - |
| 19 | | - |
| 20 | | - |
| 21 | | - |
| 22 | | - |
| 23 | Sunday | - |
| 24 | | - |
| 25 | | - |
| 26 | Republic Day | - |
| 27 | | - |
| 28 | | - |
| 29 | | - |
| 30 | Sunday | - |
| 31 | Me-dam-me-Phi | - |

| Date | February, 2011 | No. of Working Days |
|------|--|---------------------|
| 1 | | 1 |
| 2 | | 2 |
| 3 | | 3 |
| 4 | | 4 |
| 5 | | 5 |
| 6 | Sunday | - |
| 7 | | 6 |
| 8 | | 7 |
| 9 | | 8 |
| 10 | | 9 |
| 11 | | 10 |
| 12 | | 11 |
| 13 | Sunday | - |
| 14 | | 12 |
| 15 | | 13 |
| 16 | | 14 |
| 17 | | 15 |
| 18 | | 16 |
| 19 | | 17 |
| 20 | Sunday | - |
| 21 | Commencement of TDC Part II Exam, 2011 | 18 |
| 22 | | 19 |
| 23 | | 20 |
| 24 | | 21 |
| 25 | | 22 |
| 26 | | 23 |
| 27 | Sunday | - |
| 28 | | 24 |

| Date | March, 2011 | No. of Working Days |
|------|---|---------------------|
| 1 | | 1 |
| 2 | | 2 |
| 3 | | 3 |
| 4 | | 4 |
| 5 | | 5 |
| 6 | Sunday | - |
| 7 | | 6 |
| 8 | International Women's Day | 7 |
| 9 | | 8 |
| 10 | | 9 |
| 11 | | 10 |
| 12 | | 11 |
| 13 | Sunday | - |
| 14 | | 12 |
| 15 | | 13 |
| 16 | | 14 |
| 17 | | 15 |
| 18 | | 16 |
| 19 | | 17 |
| 20 | Sunday | - |
| 21 | | 18 |
| 22 | | 19 |
| 23 | Commencement of TDC Part III Exam, 2011 | 20 |
| 24 | | 21 |
| 25 | | 22 |
| 26 | | 23 |
| 27 | Sunday | - |
| 28 | | 24 |
| 29 | | 25 |
| 30 | | 26 |
| 31 | Completion of Part II Exam, 2011 | 27 |

