

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)

2011-12

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

Principaltinsukiacollege@rediffmail.com

Contact Nos.

0374-2338340
09435708365

Name of the Head of the Institution:

DR. BHUBAN GOGOI

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCN 18879)

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)*

1.5 Website address:

Web-link of the AQAR:

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

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_____ (10/7/2015)
- ii. AQAR_2011-12_____ (31/07/2015)
- iii. AQAR_____ (DD/MM/YYYY)
- iv. AQAR_____ (DD/MM/YYYY)

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)

BCA

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	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text" value="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. Faculty
Non-Teaching Staff Students 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

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). Inauguration of Central Library Building and Provision for furniture and other infrastructure	Central Library building inaugurated during the year and furniture were acquired for Media Centre located in Central Library building . Wi-fi Networking for Media Centre also done during the year.
2). Organisation of National level Seminar/ Workshop	A Three days National Level Workshop on the topic “Role of Remote Sensing and GIS in Environmental Management and was held successfully on 15 th to 17 th May, 2012.
3). Start the Construction of new Physics building	Construction of new Physics building started out of UGC Fund.
4). Acquisition of Software for Mathematics Department	Two Softwares were acquired for the Department of Mathematics namely Matlab and Mathematica softwares out of UGC Fund.
5). Refrigerator for Zoology Department	Refrigerator was provided to Zoology Department out of UGC Fund.
6). Survey for providing Wi-fi facilities	Networking of Computer and Internet facilities completed in Browsing Centre.
7). Improvement of Existing buildings	Teachers’ Common room and IQAC office renovated. Roof ceiling in class rooms were also built.

<p>8). Separate Academic block for Computer studies</p> <p>9). Carried Forward the residual works of previous year</p>	<p>Construction started</p> <p>Construction of Girls' Hostel continued during the year 2011-12, funded by UGC. The NSS Unit also organised a five days NSS Camp from 21st September to 25th September, 2011 at Guijan Mishing Gaon.</p>
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** 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 2011-12

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	5	NIL	2	NIL
PG Diploma	NIL			NIL
Advanced Diploma	NIL			NIL
Diploma	NIL			NIL
Certificate	1			NIL
Others	NIL			NIL
Total	6		2	
Interdisciplinary	3	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

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	5
Trimester	NIL
Annual	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*

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. From the Academic Session 2011-12, Dibrugarh University switched over to semester system. As such, the regulation as well as syllabi was revised by the University. A Workshop on Teaching methodology under semester system was also organised by Dibrugarh University from 12th to 16th March, 2012. However course materials are updated and prepared by the teaching faculties as per requirement.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
71	47	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	2	NIL	NIL	NIL	NIL	NIL	NIL	2	2

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL	NIL	18
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	31	NIL
Presented papers	03	15	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 Dept. 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.
- 8) Necessary Equipments have been procured for various Laboratories under UGC 11th Plan Funds.

2.7 Total No. of actual teaching days during this academic year 188

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 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 4
as member of Board of Study/Faculty/Curriculum Development workshop

- * Teachers of Many departments attended the Workshops on Semesterisation of under graduate courses conducted by the university and provided inputs for designing of syllabi and course materials.

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	129	3.88	19.38	38.74	17	79
B.Sc	57	22.80	14	49.20	NIL	87.72
BA	306	0.33	0.98	20.59	20.92	42.81

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

- 1). IQAC takes regular feedback from students on different parameters relating to teaching learning and of the support services.
- 2). It helps different department in organising guest lectures, departmental seminars and other students 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	5
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
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 various funding agencies as well as the process for applying for such projects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	01	NIL	NIL
Outlay in Rs. Lakhs	NIL	2,31,000	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	6	2	1
Outlay in Rs. Lakhs	1,00,000	2,68,000	3,30,000	1,00,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	06	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	01	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	ICSSR	4,13,875	2,31,000
Minor Projects	2 YRS.	UGC	330,000	2,68,000
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	743875	499000

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		01			03
Sponsoring agencies		UGC			College Fund

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
01					01	

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"/>	State level	<input type="text"/>
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="01"/>
NCC	<input type="text" value="NIL"/>	NSS	<input type="text" value="01"/>
		Any other	<input type="text" value="NIL"/>

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

The NSS unit of Tinsukia College undertakes programmes for voluntary services to the neighbouring remote villages such as repairing roads, cleaning drives, health & hygiene awareness camps etc. in different time for developing the civic sense of responsibility among students.

The unit organised a five days NSS special camp from 21st Sept. to 25th Sept., 2011 at Guijan No. 5 Mishing Gaon which is about 8 km away from the College. The camp was organized under the guidance of Surjya Chutia, the programme officer and two other teacher members of the NSS unit i.e. Mr. Ratna Gopal Gogoi and Dr. Raghunath Yadav. A team of 20 student volunteers of the NSS unit actively participated in the camp and constructed a new Urinal by traditional materials in the campus of the only LP School (venture), repaired some village path and foot bridge of the backward village during the period. The team also planted trees within the School campus.. Besides, the team made a survey of socio-economic status of the Mishing people.. The people of the village expressed their satisfaction over the performance of the NSS Camp. All the students/volunteers who actively participated in the camp were awarded certificate of appreciation..

The NSS unit in collaboration of the College students' union organised a campus cleaning programme on 30th Sept. 2011, where 40 students took part in cleaning the whole campus of the College.

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	5.89acr
Class rooms	25	02	UGC + College Fund	
Laboratories	09	NIL	NIL	09
Seminar Halls	01	01	College Fund	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NIL	NIL	NIL	NIL
Others				
Value of the equipment purchased during the year (Rs. in Lakhs)		12,90,114	UGC + College Fund	1290114

4.2 Computerization of administration and library

Library and administration computerisation is going on.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	38,106	-	961	6,12,012	39,067	-
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	64	14		15	10	11	14	
Added	11	NIL		NIL	NIL	03	08	
Total	75	14		15	10	14	22	

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

1. Acquisition of Thin Client Accessories.
2. Softwares were acquired for the Department of Mathematics i.e. Matlab and Mathematica Softwares.
3. Acquisition of Canon Digital Copier.
4. Online UPS System.
5. Online Internet API System.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,76,645
ii) Campus Infrastructure and facilities	4,54,479
iii) Equipments	6,500
iv) Others	4,64,850
Total :	11,02,474

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.

5.2 Efforts made by the institution for tracking the progression

In view of large numbers 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
1599	NIL	NIL	NIL

(b) No. of students outside the state

76

(c) No. of international students

NIL

Men	No	%	Women	No	%
	1164	72.80		435	27.20

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
613	139	124	635	NIL	1511	672	101	133	693	NIL	1599

Demand ratio = 1.63:1

Dropout % = 38.40%

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

NIL

No. of students beneficiaries

NIL

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

Career Counselling Cell of Tinsukia College organised a one day workshop on drama on 4th February, 2012 where Dr. Sitanath Lahkar took part as the key resource person. Apart from the teachers and students, many people associated with drama participated in the workshop.

No. of students benefitted

39

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

No such programme organised during the year 2011-12.

5.9 Students Activities

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

State/ University level 15 + 12 + 17 + 20 = 64

National level NIL International level NIL

No. of students participated in cultural events

State/ University level 13 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 NIL National level NIL International level NIL

Cultural: State/ University level NIL National level NIL International level NIL

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	99	75,000
Financial support from government	NIL	NIL
Financial support from other sources (UGC)	80	4,80,000
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs : State/ University level NIL National level NIL International level NIL

Exhibition: State/ University level NIL National level NIL International level NIL

5.12 No. of social initiatives undertaken by the students NIL

5.13 Major grievances of students (if any) redressed : Boys Common Room Facilities

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 while helps and guides researcher 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). Two Softwares were acquired for the Department of Mathematics i.e. Matlab & Mathematica.
- 2). Acquisition of Thin Client Accessories System.
- 3). Acquisition of Digital Copier.
- 4). Online UPS System.
- 5). Online Internet API System.

6.3.6 Human Resource Management

- 1) All permanent posts of teaching and non-teaching staff is filled up strictly according to the rules and regulation of the Govt. Of Assam.
- 2) In case of self Financed programmes ,teaching staff is recruitment on local basis 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) Teacher 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 staffs are appointed timely on contractual basis and their services are terminated on the completion of 89 days from the day of their appointment and subsequently renewed if the need arises.

6.3.8 Industry Interaction / Collaboration

Interactions are made from time to time when students' industrial visit programme is organised in nearby industries.

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 basis. All reservation policies of the state govt. is strictly adhered too.

6.4 Welfare schemes for

Teaching	NIL
Non teaching	<ul style="list-style-type: none"> * Advance Salary in case of emergency * Employees Medical Aid Fund. * Reservation to children of Employees
Students	<ul style="list-style-type: none"> * Students' Poor Fund * Students' Medical Fund * Students' Travelling Concession * Book Bank * Grievance Redressal Cell * Students' Association

6.5 Total corpus fund generated

From BBA-----	4,79,941
From k k handique centre ---	7,30,748
TOTAL	12,10,689

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

Many alumni visit the departments and interact with the students. One of such interaction programme was organised by the Department of Chemistry on 2nd February,2012. Dr. Mukut Gohain, one of the ex -student of the department, presently working as a senior researcher at the University of Freestate, Bloomfontein, South Africa, took part in the interaction session. Dr. Gohain shared his feelings and experiences and recalled his glorious experiences in the college during his time. He also delivered a special talk on 'Future Prospects in Chemistry' and gave some valuable suggestions for the future betterment of the students. It is worth mentioning that Dr. Gohain was awarded the young foreign researcher award by the Govt.of Spain during his postdoctoral research at the University of Burgos, Spain.

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 scientific manner and minimisation of chemical wastages.
- (3) Encouraging use of biodegradable items.

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.

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 number 2.15 of part A of AQAR 2011-12

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

- (1) A Good number of motivational Awards offered by the Teachers' Alumni.
 - (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

- 1). Construction of Students' Day Home, Gymnasium Building.
- 2). Equipments in Multi Gym.
- 3). Continue the Construction of Girls' Hostel.
- 4). Acquisition of Digital Duplicator.
- 5). Organisation of National Level Seminar.
- 6). Improvement of Existing Building, Repairing of Benches & Desks.
- 7). Renovation of College Canteen.

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--- 2011-12

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 2011-12.

- 1). Majority of Students seem to be satisfied with the performance of the teachers
- 2). Wide spread variations were found among different groups of students as far as educational infrastructure and support mechanism is concerned.
- 3). Timely completion of the prescribed course curriculum is a major challenges in view of large number of bandhs & other disturbances.
- 4). Lack of proper sports facilities were also highlighted by the students.
- 5). Technology up gradation & use of ICT in teaching & learning process also seems to be a weak area.

ANNEXURE – II
ACADEMIC CALANDAR FOR THE MONTHS – APRIL AND MAY, 2011

Date	April	No. of Working Days
1		1
2		2
3	Sunday	-
4		3
5		4
6	Commencement of TDC Part I Exam, 2011 (Tentative)	5
7		6
8		7
9		8
10	Sunday	-
11		9
12		10
13		11
14	Rongali Bihu	-
15	Rongali Bihu	-
16	Rongali Bihu	-
17	Sunday	-
18		12
19		13
20		14
21		15
22	Good Friday	-
23		16
24	Sunday	-
25		17
26		18
27		19
28		20
29		21
30		22

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

ACADEMIC CALANDAR FOR THE MONTHS –JUNE AND JULY, 2011

Date	June	No. of Working Days
1		VACATION
2		
3		
4		
5	World Env. Day / Sunday	
6		
7		
8		
9		
10		
11		
12	Sunday	
13		
14		
15		
16	TDC-I Classes Commences (odd Semester)	14
17	Interaction with the First Semester Students	2
18	Freshman Social	3
19	Sunday	-
20		4
21		5
22		6
23		7
24		8
25		9
26	Sunday	-
27		10
28		11
29		12
30		13

Date	July	No. of Working Days
1		1
2		2
3	Sunday	-
4		3
5		4
6		5
7		6
8		7
9		8
10	Sunday	-
11		9
12		10
13		11
14		12
15	First Sessional Exam. (odd semester)	13
16	First Sessional Exam. (odd semester)	14
17	Sunday	-
18	First Sessional Exam. (odd semester)	15
19	First Sessional Exam. (odd semester)	16
20		17
21		18
22		19
23	Student Union Election	20
24	Sunday	-
25	Students Counselling & Feed back (odd semester)	21
26		22
27		23
28		24
29		25
30		26
31	Sunday	-

**ACADEMIC CALANDAR FOR THE MONTHS –
AUGUST AND SEPTEMBER, 2011**

Date	August	No. of Working Days
1		1
2		2
3		3
4		4
5		5
6		6
7	Sunday	-
8		7
9		8
10	Declaration of Sessional Exam. Result (odd ssemester)	9
11	Seminar/G.D.(odd semester)	10
12	Seminar/G.D.(odd semester)	11
13		12
14	Sunday	-
15	Independence Day	-
16		13
17	GPW/Subject of presentation to be assigned/Division of Group Tutor System	14
18	Tithi of Madhavdev	-
19		15
20		16
21	Sunday	-
22	Janmastami	-
23	2 nd Sessional Exam (odd semester)	17
24	2 nd Sessional Exam (odd semester)	18
25	2 nd Sessional Exam (odd semester)	19
26	2 nd Sessional Exam (odd semester)	20
27		21
28	Sunday	-
29	HoDs meeting for course monitoring	22
30	Tithi of Sri Sri Sankardev	-

Date	September	No. of Working Days
31	Id-ul-Fitra	-
1	Foundation Day	-
2	Last date : Project to be submitted	1
3	Sports Day (WD)*	2
4	Sunday	-
5	Teacher's Day	3
6		4
7		5
8		6
9		7
10		8
11	Sunday	-
12		9
13		10
14	First Individual presentation starts for (TDC - II/III)	11
15		12
16		13
17	Distribution of 1 st Feed back and collection (TDC – II/III)	14
18	Sunday	-
19		15
20		16
21		17
22		18
23		19
24		20
25	Sunday	-
26	HoDs meeting for course monitoring	21
27		22
28	Delaration of 2 nd Sessional Exam. Result (odd semester)	23
29		24
30		25

**ACADEMIC CALANDAR FOR THE MONTHS –
OCTOBER AND NOVEMBER, 2011**

Date	October	No. of Working Days
1		1
2	Gandhi Jayanti / Sunday	-
3	Durga Puja	-
4	Durga Puja	-
5	Durga Puja	-
6	Durga Puja	-
7		2
8		3
9	Sunday	-
10		-
11	Lakhmi Puja	-
12		4
13		5
14		6
15	Competition of 1 st Semester Class	7
16	Sunday	-
17	Student Feed back (odd semester)	8
18	Kati Bihu	-
19		9
20		10
21		11
22		12
23	Sunday	-
24		13
25		14
26	Kali Puja Diwali	-
27	End Semester Final Exam. (1 st Semester)	15
28		16
29		17
30	Sunday	-
31	HoDs meeting for course monitoring	18

Date	November	No. of Working Days
1		1
2		2
3		3
4		4
5		5
6	Sunday	-
7	Id-ul-Zuha	-
8		6
9		7
10	Guru Nanak Jayanti	-
11	Last Date of I A Marks to be submitted (odd semester)	8
12		9
13	Sunday	-
14		10
15		11
16	Sports & Cultural Week / Semester Break	12
17		13
18	Mother's Day	14
19		15
20	Sunday	-
21		16
22		17
23		18
24	Lachit Divas	-
25		19
26		20
27	Sunday	-
28	HoDs meeting for course monitoring	21
29		22
30		23
31		24

Date	December	No. of Working Days
1	World Aids Day (WD)*	1
2	Asom Divas	-
3		2
4	Sunday	-
5		3
6		4
7		5
8		6
9		7
10	World Human Rights Day (WD)*	8
11	Sunday	-
12		9
13		10
14		11
15		12
16	Commencement of Even Semester Class (2 nd Semester)	13
17		14
18	Sunday	-
19		15
20	College Week	16
21		17
22		18
23		19
24		20
25	Christmas Day / Sunday	-
26	Sunday / End of College Week	21
27		22
28		23
29		24
30		25
31		26

Date	January, 2012	No. of Working Days
1	Sunday	-
2		1
3		2
4	2 nd Presentation for TDC – II/III year Commences	3
5	Distribution of 2 nd Feed back collection	4
6		5
7		6
8	Sunday	-
9		7
10		8
11		9
12		10
13		11
14	Magh Bihu	-
15	Magh Bihu / Sunday	-
16		12
17		13
18		14
19		15
20	1 st Sessional Exam. (2 nd Semester)	16
21	1 st Sessional Exam.	17
22	Sunday	-
23	1 st Sessional Exam.	18
24	1 st Sessional Exam.	19
25		20
26	Republic Day	-
27		21
28		22
29	Sunday	-
30		23
31	Me-dum-Me-phi	-

Date	February, 2012	No. of Working Days
1		1
2		2
3		3
4		4
5	Sunday	-
6		5
7		6
8		7
9		8
10		9
11		10
12	Sunday	-
13	Students Counselling &	11
14		12
15		13
16		14
17		15
18		16
19	Sunday	-
20		17
21	Notification of 1 st Sessional Result (2 nd Semester)	18
22		19
23		20
24		21
25		22
26	Sunday	-
27		23
28		24
29		25

Date	March, 2012	No. of Working Days
1		1
2		2
3		3
4	Sunday	-
5		4
6		5
7		6
8	International Women's Day	7
9		8
10		9
11	Sunday	-
12	IA Through Semester / GD (2 nd Semester)	10
13	IA Through Semester / GD (2 nd Semester)	11
14	IA Through Semester / GD (2 nd Semester)	12
15	2 nd Sessional Exam. (2 nd Semester)	13
16	2 nd Sessional Exam. (2 nd Semester)	14
17	2 nd Sessional Exam. (2 nd Semester)	15
18	Sunday	-
19	2 nd Sessional Exam. (2 nd Semester)	16
20	Last Date of Submission of Assignment	17
21		18
22		19
23	Commencement of (Tentative TDC Patrt-III Exam., 2012 (Tentative)	20
24		21
25	Sunday	-
26		22
27		23
28		24
29		25
30		26
31	Completion of Part - II	27

