

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)

2012-13

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:

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. MHCogn 18879)

ASCOGN10917

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—03/03/2004

1.5 Website address:

www.tinsukiacollege.com

Web-link of the AQAR:

<http://www.tinsukiacollege.com/IQAC/AQAR2012-13.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_____ (10-7-2015)
- ii. AQAR__2011-12_____ (31-7-2015)
- iii. AQAR__2012-13_____ (4-8-2015)
- 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

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

15

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

NIL

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

NIL

2.9 Total No. of members

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

1. SWOC Analysis.

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). Construction of Students' Day Home, Gymnasium Building. 2). Equipment 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.	1). Construction of Students' Day Home and Gymnasium Building started partially funded by the UGC and partially out of College Fund. 2). Equipment for Multi-Gym acquired out of grants provided by the UGC. 3). Construction of Girls' Hostel Completed (only Ground Floor). 4). Digital Duplicator acquired out of UGC Fund. 5). Organisation of National Level Seminar could not materialised. 6). Repairing of old benches and desks done during summer vacation. 7). College Canteen renovated out of College Development Fund.

* 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 2012-13

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

11.2 (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.

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.

19

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	3	NIL	NIL	NIL	NIL	NIL	NIL	NIL	3

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	19	NIL
Presented papers	03	17	NIL
Resource Persons	NIL	NIL	NIL

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

- 1) Preparation of course materials by the faculties with innovative ideas to motivate students.
- 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 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 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 honors programmes.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development work 4

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 III	99	1.01	22.22	48.48	12.12	83.83
B.Sc III	71	9.86	16.90	49.30	7.04	83.098
BA III	289	2.07	2.07	24.92	32.87	61.93

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

- 1). IQAC takes regular feedback from students (both in written & verbal mode) 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	1
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	1
Faculty exchange programme	NIL
Staff training conducted by the university	2
Staff training conducted by other institutions	3
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 scrutinized by the members of the Research Cell and forwarded with necessary suggestions for improving the quality of the Research Proposal.
- * Recommendation made for short special leaves to be granted for research works.
- * Dissemination of information regarding various funding agencies as well as the process for applying for such projects. work also as facilitator for data compilation and processing techniques.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	01	NIL	NIL
Outlay in Rs. Lakhs	NIL	3,46,500	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	5	NIL	NIL
Outlay in Rs. Lakhs	1,00,000	60,000	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals (Research Papers)	09	07	NIL
Non-Peer Review Journals	NIL	NIL	1 (Pragyan)
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	NIL	NIL

3.5 Details on Impact factor of publications: N.A.

Range Average h-index Nos. in SCOP

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	3,46,500
Minor Projects	2 YRS.	UGC	NIL	60,000
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	4,13,875	4,06,500

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies		NIL			NIL

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
1					01 (Dr. Achyut Borthakur)	

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	NIL	State level	NIL
National level	1	International level	NIL

3.23 No. of Awards won in NSS:

University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.24 No. of Awards won in NCC:

District level	2		
University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.25 No. of Extension activities organized

University forum	NIL	College forum	01		
NCC	NIL	NSS	01	Any other	NIL

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

1. Distribution of Relief Materials to Flood Victims :- On behalf of ACTA's Tinsukia College Unit, a team of teachers led by Rana Kumar Changmai, President, ACTA, along with students representing Tinsukia College Students' Union, went to the flood affected areas of Borgaon and Berekuri region and distributed relief items to the victims on 26th of September, 2012.
2. Campus Cleaning Drive :- Members of NSS, Tinsukia College, under the leadership of Surjya Chutia, Convenor, carried out a massive college Campus cleaning drive on the 11th and 12th of November, 2012. Office bearers of Tinsukia College Students' Union and other students participated in the programme.
3. Venus Transit 2012 :- An awareness programme (on 4th and 5th of July, 2012) regarding the scheduled transit of the Venus on the 6th of July, 2012 was organized by the Dept. of Physics. On the day elaborate arrangement were made by the dept. to enable interested people to view the rare events through a highly sophisticated telescope. The programme was initiated and guided by Dr. Rajib Bordoloi, HoD, Physics Dept, Tinsukia 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	5.89 Acre
Class rooms	27	02	UGC + College Fund	29
Laboratories	09	NIL	NIL	09
Seminar Halls	02	NIL	NIL	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	01	COLLEGE FUND	01
Others	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2,00,578	College Fund	2,00,578

4.2 Computerization of administration and library

Library digitization is going on. Administration is computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39,067	NA	224	51,688	39,291	NA
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	75	14		15	10	14	22	NIL
Added	3	NIL		NIL	NIL	01	NIL	2
Total	78	14		15	10	15	22	2

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

1. Digital Duplicator acquired out of Library fund.
2. Voice Amplifier & Walk-n-Talk system for class room teaching.
3. Internet Wi-Fi available.
4. Computer facilities to the departments.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,08,877
ii) Campus Infrastructure and facilities	10,01,230
iii) Equipments	8,900
iv) Others	4,29,328
Total :	15,48,335

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 programmes, their performances are tracked at the level of departments.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1870	NA	NA	NA

(b) No. of students outside the state

83

(c) No. of international students

NIL

Men	No	%	Women	No	%
	1379	73.74		491	26.26

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
672	101	133	693	1	1600	915	99	136	720	NIL	1870

Demand ratio = 1.68:1

Dropout % = Around 42.30%

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 counseling and career guidance

1 The Department of Physics organised a free coaching camp for Higher Secondary science students to prepare them for AIEEE, CEE, PMT examinations. Altogether 28 students attended the camp. It is hearty to mention that three such candidates cleared the engineering test and have joined the engineering courses.

The Department of Zoology organised a program me on stress management on 25th August. Dr. Mridul Gogoi of LGB Civil Hospital, Tinsukia, delivered a very informative speech on the topic.

No. of students benefitted:

87

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 2012-13.

5.9 Students Activities

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

State/ University level
 50

National level 2 International level 1

No. of students participated in cultural events

State/ University level 12 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 1 National level NIL International level NIL

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	18	31,700
Financial support from government	NIL	NIL
Financial support from other sources (UGC)	NIL	NIL
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 preparation of proposal for research funding.
- 3) Central Library is upgraded to have sufficient stocks of books, Journals as well as access to e-resources.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1). Acquisition of Digital Duplicator.
- 2). Voice Amplifier & Walk-n-Talk system for class room teaching.

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 regulation of the Govt. of Assam.
- 2) In case of self Financed programmes teaching staff is recruited on local basis 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, etc.
- 5) Teachers are also having representation in the Governing Body of the college also.

6.3.7 Faculty and Staff recruitment

- 1) Steps are taken immediately to fill up the posts as soon as the vacancies arise as per procedure and norms.
- 2) During the lag period, temporary faculties and staffs are appointed timely on contractual basis and their services are terminated on 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' 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, notices and prospectus.
- (3) Advertisements for admission in various programmes of studies are also given in the local newspaper and 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 need from Employees Medical Aid Fund. * Reservation to children to Employees
Students	<ul style="list-style-type: none"> * Students Poor Fund * Students Medical Fund * Students Travelling Concession * Book Bank * Grievance Redressal Cell * Students Association * Students Sports, cultural and other activities support.

6.5 Total corpus fund generated

From BBA-----	509,711
From K. K. Handique Centre ---	7,30,748
TOTAL	12,40,459

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.

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 minimization 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.

Two Vice-principals, one Academic and another Administrative have been appointed for having a positive impact on functioning of the institution.

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

No such proper plan of action has been taken and implemented except some work proposed and implemented along with existing running ones.

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

- 1) Presentation of IQAC's Awards For Academic Excellence.
- 2) A good number of motivational Awards initiated by the Teachers' Alumni.

**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.
- 5). Subject – Environmental Studies is taught as per the requirement of the course.

7.5 Whether environmental audit was conducted?

Yes

No

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

SWOT Analysis : ---

- 1). **STRENGTH (S)** : -- Large number of students, three well equipped streams, well qualified faculties, high regional image of the college, urban location, etc.

- 2). **WEAKNESS (W)** : -- Insufficient infrastructure, rural catchment area, remoteness from National and State Capital, educationally backward area , poor economic condition of the people in catchment area

- 3). **OPPORTUNITIES (O)** : --a --- Immense prospect to lead in the field of higher education which is one of the most educationally backward district of India.
b-- Immense prospect to develop as a cluster university to fulfil the local educational needs

- 4). **THREATHS (T)** : --

8. Plans of institution for next year

Plan for Year 2013-14 :-----

- 1) R.O. Water Purifier System.
- 2) Roof Painting.
- 3) Furniture in Botany Department.
- 4) Natural Gas connection in Chemistry Lab.
- 5) Equipment for Digital Class Room.
- 6) Organisation of Youth Festival.
- 7) IQAC News Letter.
- 8) Organisation of National Level Seminar.

Name : A. C. 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--- 2012-13

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 analyze the feedback and necessary remedial measures are taken. The following findings were arrived at during the year 2012-13

1. The overall comment of the students on the teachers were very satisfactory. However some dissatisfaction noticed with regards to the criterion 'use of innovative methods'.
2. After the introduction of semester system, completion of syllabus seems to be a major area of concern. Different Academic calendar followed by the Assam Higher Secondary Education Council and the affiliating university is causing lot of inconveniences as far as completion of syllabus is concerned
3. Up gradation of Laboratories facilities needed.
4. Insufficient Recreational facilities were also highlighted by the students.
5. In view of the large number of students, computer and internet facilities were also not sufficient.
6. The overall comments by the students are satisfactory as far as all the aspects are concerned.

ANNEXURE – II

ACADEMIC CALANDAR FOR THE MONTHS –MAY AND JUNE, 2012

Date	May	No. of Working Days
1	May Day	-
2		1
3		2
4		3
5		4
6	Sunday	-
7		5
8		6
9		7
10		8
11		9
12		10
13	Sunday	-
14		11
15		12
16		13
17		14
18		15
19		16
20	Sunday	-
21		17
22		18
23		19
24		20
25		21
26		22
27	Sunday	-
28		23
29		24
30		25
31		26

Date	June	No. of Working Days
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		

SUMMER VACATION

ACADEMIC CALANDAR FOR THE MONTHS –JULY AND AUGUST, 2012

Date	July	No. of Working Days
1	Sunday	-
2	Commencement of 1 st , 3 rd Semester Classes	1
3		2
4		3
5		4
6	Sunday	-
7		5
8		6
9		7
10		8
11		9
12		10
13		11
14		12
15	Sunday	-
16		13
17		14
18		15
19		16
20		17
21		18
22	Sunday	-
23		19
24		20
25		21
26		22
27		23
28		24
29	Sunday	-
30		25
31		26

Date	August	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		11
14		12
15	Sunday	-
16	1 st Sessional Exam. For 1 st & 3 rd Semester	13
17		14
18		15
19	Sunday / Tithi of Shri Shir Sankardeva	-
20	Id-ul-Fitre	-
21		16
22		17
23		18
24		19
25		20
26	Sunday	-
27		21
28		22
29		23
30		24
31		25

**ACADEMIC CALANDAR FOR THE MONTHS –
SEPTEMBER AND OCTOBER, 2012**

Date	September	No. of Working Days
1	Foundation Day	-
2	Sunday	-
3	Sports Day (WD)*	1
4		2
5	Teacher's Day / Tithi of Shri Shri Madhavdeva	-
6		3
7		4
8	Janmastami	-
9	Sunday	-
10		5
11		6
12		7
13		8
14	First Individual Presentation starts of TDC III	9
15		10
16	Sunday	-
17	Distribution of 1 st Feedback and collection (TDC III)	11
18		12
19	Declaration of Result of 1 st , 3 rd Sessional Exam.	13
20	I / A through Seminar GD	14
21	I / A through Seminar GD	15
22	I / A through Seminar GD	16
23	Sunday	-
24	2 nd Sessional Exam. 1 st & 3 rd Semester	17
25	Janmotsav of Shri Shri Sankardeva	-
26	2 nd Sessional Exam. 1 st & 3 rd Semester	18
27	2 nd Sessional Exam. 1 st & 3 rd Semester	19
28	2 nd Sessional Exam. 1 st & 3 rd Semester	20
29	2 nd Sessional Exam. 1 st & 3 rd Semester	21
30	Sunday	-

Date	October	No. of Working Days
1		1
2	Gandhi Jayanti	-
3		2
4		3
5		4
6		5
7	Sunday	-
8		6
9		7
10		8
11		9
12		10
13		11
14	Sunday	-
15		12
16		13
17	Kati Bihu	-
18		14
19		15
20		16
21	Sunday / Durga Puja	-
22	Durga Puja	-
23	Durga Puja	-
24	Durga Puja	-
25		17
26		18
27	Id-ul-Zuha	-
28	Sunday	-
29	Lakshmi Puja / Bezbaruah Divas	-
30		19
31	Completion of 1 st & 3 rd Semester Classes	20

**ACADEMIC CALANDAR FOR THE MONTHS –
NOVEMBER AND DECEMBER, 2012**

Date	November	No. of Working Days
1		1
2		2
3		3
4	Sunday	-
5		4
6		5
7		6
8		7
9		8
10		9
11	Sunday	-
12		10
13	Kali Puja & Diwali	-
14		11
15		12
16		13
17		14
18	Sunday	-
19		15
20		16
21		17
22		18
23		19
24	Lachit Divas	-
25	Sunday	-
26		20
27		21
28	Guru Nanak Jayanti	-
29		22
30		23
31		24

Date	December	No. of Working Days
SEMESTER END VACATION		

Date	January, 2013	No. of Working Days
1		1
2	Commencement of 2 nd and 4 th Semester Classes	2
3		3
4		4
5		5
6	Sunday	-
7		6
7		7
10		8
10		9
11		10
12		11
13	Sunday	-
14	Magh Bihu	-
15	Magh Bihu	-
16		12
17		13
18		14
19		15
20	Sunday	-
21		16
22		17
23		18
24		19
25		20
26	Republic Day	-
27	Sunday	-
28		21
29		22
30		23
31	Me-dam-me-Phi	-

Date	February, 2013	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	Saraswati Puja	-
16	First Sessional Exam. 2 nd & 4 th Semester	13
17	Sunday	-
18		14
19		15
20		16
21		17
22		18
23		19
24	Sunday	-
25		20
26		21
27		22
28		23

Date	March, 2013	No. of Working Days
1		1
2		2
3	Sunday	-
4		3
5		4
6		5
7		6
8	International Womens Day	7
9		8
10	Sunday	-
11		9
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		13
16		14
17	Sunday	-
18		15
19	Declaration of Result of 1 st Sessional Exam.	16
20	IA Through Semester / GD (4 th Semester)	17
21	IA Through Semester / GD (4 th Semester)	18
22	IA Through Semester / GD (4 th Semester)	19
23	IA Through Semester / GD (4 th Semester)	20
24	Sunday	-
25		21
26		22
27	Holi / Dol Jatra	-
28		23
29		24
30		25
31	Sunday	-

Date	April, 2013	No. of Working Days
1		1
2	Commencement of 2 nd Sessional Exam. (2 nd & 4 th Semester)	2
3		3
4		4
5		5
6		6
7	Sunday	-
8		7
9		8
10		9
11	Last Date of Submission of Assignment	10
12		11
13		12
14	Rongali Bihu / Sunday	-
15	Rongali Bihu	-
16	Rongali Bihu	-
17		13
18		14
19		15
20		16
21	Sunday	-
22		17
23		18
24		19
25		20
26		21
27		22
28	Sunday	-
29		23
30		24

Date	May, 2013	No. of Working Days
1	May Day	-
2	Declaration of Result of 2 nd & 4 th Semester Sessional Examination	1
3		2
4		3
5	Sunday	-
6		4
7		5
8		6
9		7
10		8
11		9
12	Sunday	-
13		10
14	End Semester Exam	11
15		12
16		13
17		14
18		15
19	Sunday	-
20		16
21		17
22		18
23		19
24		20
25		21
26	Sunday	-
27		22
28		23
29		24
30		25
31		26

