

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

I. Details of the Institution

1.1 Name of the Institution

Arya Vidyapeeth College

1.2 Address Line 1

Arya Vidyapeeth College, Gopinath
Nagar

Address Line 2

City/Town

Guwahati-781016

State

Assam

Pin Code

781016

Institution e-mail address

principal@avcollege.ac.in

Contact Nos.

+91-361-2474065

Name of the Head of the Institution:

Dr. Mrinal Sarmah

Tel. No. with STD Code:

+91-361-2474065

Mobile:

+91 99541-74636

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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++		2004	
2	2 nd Cycle	A	3.06	2016	5 years
3	3 rd Cycle				
4	4 th Cycle				

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

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

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

- i. AQAR 2005-06, 2006-07 submitted to NAAC on 30/05/2014
- ii. AQAR 2007-08, 2008-09 submitted to NAAC on 30/05/2014
- iii. AQAR 2009-10, 2010-11 submitted to NAAC on 30/05/2014
- iv. AQAR 2011-12, 2012-13 submitted to NAAC on 30/05/2014
- v. AQAR 2013-14 submitted to NAAC on 29/09/2015
- vi. AQAR 2014-15 submitted to NAAC on 10/12/2015

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Bioinformatics, Human Rights

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

Gauhati University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 05

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

- Mega Health Camp to enhance the quality of life
- One day symposium on “Higher Education scenario of Assam vis-à-vis RUSA”

2.14 Significant Activities and contributions made by IQAC

- Organised a Mega Health camp in association with the Assam Medical College Alumni Association and Academic Forum and Assam Medical College class of 1977 in the college premises on 9th August, 2015.
- Monitoring of in-house tutorial classes.
- Organised a one day symposium on “Higher Education scenario of Assam vis-à-vis RUSA” on 24TH June, 2016.
- Seminars and Workshops for the development of the Student community and Research community.
- Encourage faculty members to take up funded Projects, Research activities and Research Publications.
- The New Girls’ Common Room has been inaugurated.
- The College Canteen has been renovated .
- The College Gymnasium has been set up.
- A few of the departments have been placed according to the proposed plan on completion of the construction work.

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
The preparation of the AQAR for 2014-15	Accomplished
Organising Mega Health camp and holding of symposium by IQAC	A Mega Health camp in association with the Assam Medical College Alumni Association and Academic Forum and Assam Medical College class of 1977 was organised in the college premises on 9 th August, 2015. A one day symposium on “Higher Education scenario of Assam vis-à-vis RUSA” was held on 24 TH June, 2016.
Holding of Student feedback for 2015-16	Held on 22.03.2016
To shift the botanical garden to a new location	Botanical garden shifted to a new location
Interdisciplinary lectures and invited talks through the IQAC, including the annual memorial lectures of the Dept. Of Geology and Political Science	Accomplished on a regular basis

<p>Holding of workshops , Short term courses by the Departments</p>	<p>A DST sponsored Training Programme for UG students was organised by the department of Statistics on “Inventory control and its applications” from 5th to 10th October, 2015</p> <p>An ISI, Kolkata sponsored Short Term Course for Faculty and Research Scholars was organised by the department of Statistics on “Statistical Applications” from 4th to 7th November, 2015</p> <p>A DST sponsored National Seminar was organised by the department of Botany on “Sustainable Conservation Strategies for Bio resources of North-East India” on 6th and 7th Nov. 2015</p>
<p>To initiate the process of starting M.Sc (Chemistry) and B.Com</p>	<p>Implemented</p>

** 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

Discussed and approved with minor corrections

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				
PG	2			
UG	2		1	
PG Diploma				
Advanced Diploma				
Diploma			1	
Certificate			2	
Others			1	
Total	4		5	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students

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

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

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

Since the College is affiliated to Gauhati University, it follows the University's syllabi for all subjects. The University has brought Credit and Grading System and as an affiliated College, all changes have been implemented through

- Introduction of Credit based Semester and Grading System for all the programmes.
- The ratio of marking system confirms to the individual Departments under the University.

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

The Institution has introduced Commerce in the degree level and Chemistry in the PG level.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
92	46	45		01

2.2 No. of permanent faculty with Ph.D.

65

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
46	20	45	nil	nil	nil	01	nil	92	20

2.4 No. of Guest and Visiting faculty and Temporary faculty

17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	17	07
Presented papers	22	47	07
Resource Persons	01	10	02

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

- Audio-visual aids: Use of Audio-visual aids for classroom teaching, Seminar presentation, screening movies by few departments keeping relevance with the course matter.
- Use of Models and Charts
- Appreciation techniques
- Popular talks and Inter-disciplinary Lectures.
- Group Discussions and Brain-storming sessions
- Sudden tests
- Surveys and Field studies

2.7 Total No. of actual teaching days

during this academic year

250+

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

Since the College is affiliated to Gauhati University, Examinations are conducted as per the directives of the University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

23

05

09

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

2.10 Average percentage of attendance of students

88%

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.Sc	176					86.36
B.A	299					66.22
M.Sc/M.A	36					83.33

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

In the development of Teaching and Learning processes the IQAC takes an initiative role. It has initiated the following measures.

FOR FACULTY

- Encourages the Faculty members to use modern techniques of teaching using ICT
- Arrange various programmes like symposia, invited lectures and soft skill development to develop teaching skills
- Initiates the preparation of the Academic Calendar as well as the Annual Departmental Activity Calendar and Plan Board.
- Evaluation of the Faculty members through the formal Student Feedback mechanism.

FOR STUDENTS:

- Monitors the progress of students through Unit Tests, Home Assignments, Sudden tests and so on.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	10
UGC – Faculty Improvement Programme	02
HRD programmes	01
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	17
Others	04

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	03	00	00
Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

The faculty members are involved in Minor and Major Projects under the UGC. In order to induct faculty members into the sponsored Faculty Development Programmes of the UGC for their Ph.D works, interviews are held on a regular basis. For the purpose of career advancement, the faculty members are granted Duty Leave for attending and presenting papers in seminars, workshops, symposium etc. Besides, with the sponsorship of funding agencies like UGC-NERO, DST etc. the College through the IQAC encourages the faculty members to hold seminars, workshops, etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		04		
Outlay in Rs. Lakhs		40,29,000/-		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		07	07	
Outlay in Rs. Lakhs		13,55,000/-	15,35,019/-	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	30	15	01
Non-Peer Review Journals	00	03	01
e-Journals	05	01	00
Conference proceedings	04	05	00

3.5 Details on Impact factor of publications:

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	3	UGC, DST, ASTEC	40,29,000/-	28,16,000/-
Minor Projects	2	UGC	15,35,019/-	13,55,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			55,64,019/-	41,71,000/-

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

Level	International	National	State	University	College
No. of conferences organized by the Institution		03(training programme/course/national seminar)			
Sponsoring agencies		DST and ISI, Kolkata			

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	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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	02		02		

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text" value="180"/>
National level	<input type="text" value="14"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text" value="07"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="07"/>	NSS	<input type="text" value="04"/>
		Any other	<input type="text"/>

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

The Institution has undertaken a number of extension activities through NSS and NCC –

- On 31st October, 2015 “Rashtriya Ekta Diwas” (National Unity Day) was observed at sports field Paltan Bazar on the occasion of Birth anniversary of Late Sardar Vallabhai Patel where 30 volunteers of NSS took part.
- The NSS organised a popular talk on “Growth and Evolution of the Indian Constitution” in connection with the celebration of first Constitution day. The talk was delivered by Dr. Purabi Sarma, Associate Professor, Cotton College, Guwahati.
- 25 NSS volunteers participated in the 12th South Asian Games, 2016.

- The NSS programme officer and 12 volunteers participated in “Digital India Workshop” at Gauhati University which was sponsored by Department of Electronics and Information Technology, Government of India.

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	25 acres			
Class rooms	47	Nil	College Fund	47
Laboratories	09	Nil		09
Seminar Halls	02	Nil		02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

- Almost all office work is executed using the computer. Hands-on-training with the computer are regularly imparted to the concerned administrative staff.
- The College has the facility of JSTOR, BIO-ONE and GALE CENGAGE through which on line academic journals, books etc., can be accessed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	29,061	Rs.10295503	705	Rs.249762	29,766	Rs.10545265
Reference Books	21,835	Rs.4706017	42	Rs 9052	21,877	Rs 4715069
e-Books	JSTOR N-LIST				JSTOR N-LIST	
Journals	23		5		28	
e-Journals						
Digital Database						
CD & Video						
Others (specify)	132	Rs. 1,36,133			132	Rs. 1,36,133

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	106	15	106			10	48	33
Added	00	00	00			00	00	00
Total	106	15	106			10	48	33

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

- Computers with Internet Access is available for almost all the teachers in their respective departments and even to non-teaching staff in the office and library.
- Most of the teachers deliver their lectures through power-point presentations.
- The Conference Hall is well equipped with LCD Projector and other advanced accessories which are required for presentations.
- Most of the office work including the admission process and creation of database of students on a retrieval system is executed with the help of the Computer.
- Free computer facilities with Internet access are provided to the students of the college.

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs. 1,21,065/-

ii) Campus Infrastructure and facilities

Rs. 3,44,436/-

iii) Equipments

Rs. 3,95,342

iv) Others

Rs. 16,551/-

Total :

Rs. 8,77,394/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information regarding the Student Support Services are provided in the Prospectus for the knowledge of the students.
- Feedbacks regarding the Support Services are obtained from the students on a regular basis.
- Committees for the different types of Support Services headed by a Convener are being formed for the benefit of the students.
- Personal and academic counselling are carried out on a regular basis through the concerned cell.
- Remedial classes and pre-Examination training for various competitive exams are conducted.
- Regular guidance can be sought from the faculty members as and when required.

5.2 Efforts made by the institution for tracking the progression

- The rich alumni and their works help the Institution to track the progression of the past activities and healthy practices.
- Computer with Internet access are available free of cost
- The students are encouraged to join various edu-fairs and conferences
- E-books, E-journals, sample papers are made available in the Central as well as the Departmental libraries
- The students are given exposures to excursions, field trips and survey works.
- Placement interviews are held.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2155	89		

(b) No. of students outside the state

517

(c) No. of international students

01

Men	No	%	Women	No	%
	1161	54		994	46

Last Year (UG) 2014-15						This Year (UG) 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
984	134	280	502	None	1900	923	179	456	597	None	2155

Demand ratio 3:1 Dropout % B.A 10%, B.Sc 18%, P.G 12%

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

- Two days training program for banking service examination was held on 13/11/15 and 14/11/15
- Seven days training program for SSC examination was held from 14/12/15 to 20/12/15

No. of students beneficiaries

95

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

There were recruitments by the following organisations:

- WIPRO, Kolkata on 3rd January, 2016
- Tata Consultancy Services (TCS) on 23rd February, 2016
- ICICI Prudential Campus Drive on 22nd March, 2016

No. of students benefitted

19

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
03		19	

5.8 Details of gender sensitization programmes

The Women Cell of the College
<ul style="list-style-type: none"> On 10th August, 2015, organised a talk on “Managing personal and professional rules” which was delivered by Dr. Padmini Baruah (Bhuyan). Associate Professor, Department of English Language Teaching, Gauhati University. Organised a two day workshop on “Satriya Dance” on 26th and 27th of September, 2015 in collaboration with Assam College Teachers’ Association, Kamrup A Zone. Dr Mallika Kandali, well known Satriya dancer was the resource person.

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	10	Rs. 33,128/-
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

“ TAMASO MA JYOTIRGAMAYA ”

The College was established with the vision to cater to the need for higher education and to tap the intellectual potential of the youth of Assam in particular and the entire North East India in general. The College aspires to uphold the national policies on higher education which is to mould and prepare the young minds to meet contemporary challenges with special focus on the underprivileged students. Guided by the principles of inclusiveness, integrity, innovation, creativity and quality, the College has a vision to create an environment that is responsive to the needs of students and society at large.

Mission:

The College since its inception has committed itself to the realisation of the ideals reflected in the vision of the College. The missions of the College are:

- To enrich and empower the young generation through quality education.
- To achieve academic brilliance and prepare students to play a positive and meaningful role in nation building.
- To develop a vibrant academic ambience for research and higher studies.
- To organise vibrant development programmes and services to help students identify educational and career goals and set realistic career paths.
- To make higher education accessible to the underprivileged section of the society.
- To introduce innovative techniques to make the teaching–learning process more effective.
- To prepare individuals for productive contribution to society.
- To develop the potential of the students in co-curricular and extracurricular fields through participation in literary, cultural, sports, and extension activities.
- To sensitise students towards social concerns like gender and environmental issues, human rights, ethical and patriotic values

6.2 Does the Institution has a management Information System

The Institution is in the process of having a Management Information System. For instance the data of the Admission of students are kept in a data retrieval system, the salary accounts are on the same system and many of such works like teachers progression etc. are being kept in the respective departments on a retrieval system

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

6.3.1 Curriculum Development

- Workshops of various subjects are arranged for discussing the revised syllabi
- The system of formal Feedback from students also ensures the Curriculum Development
- Faculty members participate in syllabi framing committees

6.3.2 Teaching and Learning

- Preparing the Academic Calendar and the Annual Departmental Activity Calendar and Plan Board.
- Rigidly following teaching plans in the prescribed format of the College and evaluation of the Execution Reports and maintenance of class diary
- Graphical representation of the results over the years help in analysing the effectiveness of the Teaching Learning process
- Conducting Unit Tests, Group Discussions, Mock Practical Examinations, Home assignments and so on
- Exposing students for outdoor learning through educational trips, excursions etc.

6.3.3 Examination and Evaluation

- The Examination schedules are followed according to the Prospectus as well as by periodic notices
- After the completion of topics/units, in order to improve the results, regular Unit Tests are conducted.
- Extra classes are arranged departmentally for smooth completion of the syllabus.
- After completion of the theory examination, answer scripts are assessed by following the prescribed rules of the University.

6.3.4 Research and Development

- From the past 12 years there is a Research Cell in the College and from the past 7 years, the college has an active research committee . This committee endeavours to encourage the active participation of the desiring research scholars and with full co-operation from the teachers and support from the active Research committee, this committee has been successful from the very date of its inception. The research committee comprises of the Principal and faculty members of the college. Arya Vidyapeeth Research Committee is headed by a senior faculty
- The Institution motivates teachers to take up both Major and Minor Research Projects
- Encourages teachers to improve their API scores through participation in various conferences, workshops, seminars and also through publishing articles, books and research findings
- There are plans to publish a research journal with ISSN number
- Supports teachers to avail study leaves as permissible under the UGC
- Initiates the improvement of Library and Laboratory facilities for Research works

6.3.5 Library, ICT and physical infrastructure / instrumentation

LIBRARY: There is a good collection of text books, reference books and journals covering a wide range of subjects in the College library. Besides, magazines and newspapers are subscribed regularly. In the Reading Room, attached to the library, reference books, journals, magazines and newspapers can be consulted. Every department has a Departmental Library where useful reference books are available for consultation. Every student will be issued two library cards against which he / she can borrow books, one against each card. Internet facilities have been installed for research and advanced studies work. A Digital Xerox facility is also available for the students. The College has access to many journals online and is also connected to N-LIST library facilities supported by the DoNER Ministry of the Govt. of India

ICT :The requirements for Virtual Classroom has been procured. Moreover the College Conference hall has all the required gadgets for full fledged ICT presentations. A 24 hour power back up is available for the entire College. Internet access is available for the benefit of the students, teachers and staff of the College.

PHYSICAL INFRASTRUCTURE AND / INSTRUMENTATION: Construction works as per plan has been going on during this session also.

6.3.6 Human Resource Management

- The institute consider students to be the prime Human Resource and hence strives to develop this resource through a variety of activities initiated through NSS, NCC , Social and Cultural activities
- Regular Guardians' Meet are held according to the schedules
- Alumni meets help the College to manage the Human Resource
- Hands-on-practice of the Office Staff on computers
- The teachers enrich themselves through Refreshers' Course, seminars etc.

6.3.7 Faculty and Staff recruitment

The recruitment of the teaching and non-teaching staff is done strictly by following the Rules and Regulations laid down by the Government, University and UGC. The recruitment of the temporary teaching and non-teaching staff is done through the Governing Body.

6.3.8 Industry Interaction / Collaboration

The Career Guidance and Placement Cell of the College has maintained a professional relation with various industries with the intention of placement opportunities for the students

6.3.9 Admission of Students

Admission Committees are formed for each Discipline with Conveners and members for smooth functioning of the admission process. Students are also counselled for proper subject and career selection.

6.4 Welfare schemes for

Teaching	<p>Medical facilities with a registered Medical Practitioner is available within the campus</p> <p>There is a Credit and Thrift society of the college which enables the teachers to avail loan at a minimal interest</p> <p>Advance payment against the salaries may be availed through the OD facility provided by the concerned bank</p> <p>Safety gadgets are also placed in the premises</p>
Non teaching	<p>There is a Credit and Thrift society of the college which enables the non- teaching staff to take loan at a minimal interest</p> <p>Medical facilities with a registered Medical Practitioner is available within the campus</p> <p>Safety gadgets are also placed in the premises</p>
Students	<p>Medical facilities with a registered Medical Practitioner is available within the campus</p> <p>Safety gadgets are also placed in the premises</p> <p>Computer with free internet access is available in the Library, Computer centre and the Departments</p> <p>Financial aid through Student welfare scheme</p> <p>Books are available for borrowing both in the Central and Departmental Libraries</p> <p>Remedial classes</p> <p>Personal and academic counselling</p> <p>Career guidance</p>

6.5 Total corpus fund generated

Rs. 1,44,69,601/-

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Principal
Administrative			Yes	Principal

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?

The affiliating University, GU has introduced the Credit base Semester and Grading System and the College religiously follows the same

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

The University encourages the Colleges to apply for Autonomy

6.11 Activities and support from the Alumni Association

The past students of the College working in diverse fields and in different elite positions in the society are the members of the alumni association. Some of the alumni also holds positions as teachers and in the non – teaching staff. It is through some alumni that the current students are receiving annual awards under various categories

6.12 Activities and support from the Parent – Teacher Association

Regular guardian Meets are held by different departments where active interaction takes place between parent/guardians, teachers and students. Three parent members are holding the positions of representatives in the Governing Body of the College

6.13 Development programmes for support staff

- Medical facilities in the College campus
- The Principal periodically takes note of the shortfalls and problems of the support through meetings and tries to rectify the same

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

- Regular plantation programmes through Clubs and other community based organization in the college campus as well as the hostels
- Cleaning of the campus has been going on through the Campus Development Committee
- Construction of a multipurpose drain to regulate the flood water in the college.
- Use of CFL, LED and tube bulbs

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.

- Different committees have been formed under diverse requirements to look intensively and specifically for the upkeep of the College.
- Celebration of important local and national events like Constitution Day, Environment day, Rabha Divas, Hindi Divas etc. with programs involving students.
- Involving students in outreach programs by associating them with the Parent University, IIT as well as other private universities in various capacities.

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

- The IQAC organised a Mega Health camp in association with the Assam Medical College Alumni Association and Academic Forum and Assam Medical class of 1977 in the college premises on 9th August, 2015.
- A one day symposium on “Higher Education scenario of Assam vis-à-vis RUSA” was organised by the IQAC on 24TH June, 2016.
- A DST sponsored Training Programme for UG students was organised by the department of Statistics on “Inventory control and its applications” from 5th to 10th October, 2015
- An ISI, Kolkata sponsored Short Term Course for Faculty and Research Scholars was organised by the department of Statistics on “Statistical Applications” from 4th to 7th November, 2015
- A DST sponsored National Seminar was organised by the department of Botany on “Sustainable Conservation Strategies for Bio resources of North-East India” on 6th and 7th Nov. 2015
- Frequent updating of the College website .Various information, notices etc. are being uploaded in the college website

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

Adoption of best practices is based on certain contexts which include literary and socio-economic backdrop of the society. These practices are institutionalized rather than individualized. Two such practices are:

- Community Development Programme
- Generating an environment of people’s culture through Performing Art

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

7.4 Contribution to environmental awareness / protection

- Every year the College organises the Tree Plantation Programmes and the trees are also taxonomically labelled
- Solid Waste Management programme has been adopted to segregate degradable and non- degradable wastes by using coloured coded dustbins

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS

- The institute has a conducive working environment both for faculty and staff leading to faculty and staff retention.
- The College offers three streams, i.e. Arts, Science and Commerce, at the UG level which includes 20 disciplines and PG courses in Mathematics and Chemistry. The College also offers a few add-on courses. The College has also recognised the importance of the distance mode of education and has established a full-fledged IGNOU centre thereby helping the improvement of national GER.
- Activities are undertaken to promote social welfare and inculcate a sense of social responsibility.
- Continuous progressive evaluation system for students is also prevalent in the College
- Initiatives are undertaken for supporting number of slow learners and students from diverse backgrounds.
- There is the practice of innovative teaching and emphasis is given on holistic development of students.
- Various student support activities are being organized and rewards are being awarded for the same
- The IQAC motivates the Research activities through the Research Cell

WEAKNESS

- The Institute is not a degree awarding body and has inadequate infrastructure facilities
- Low results in a few subjects compared to the University results
- Low demands for a few subjects by the students
- Being an affiliated college, it has a very limited scope to contribute to the designing and development of the course curriculum.
- The College is yet to develop a structured policy for promoting consultancy services and industrial linkages.

OPPORTUNITIES

- Collaboration with different industries in academic research, placement and other activities
- The rich Human Resource will enable the students to develop if provided with the required ICT facilities
- Improvement in infrastructure will pull in more opportunities

THREATS

- Locational disadvantage
- Low admission in a few subjects
- Frequent 'bandhs' and 'flash floods'

8. Plans of institution for next year

- Holding of Seminars, Workshops and Conferences
- Organizing a talk on “Harassment of women at workplace”
- Organizing a free eye screening and check up camp
- Up gradation of a few more departments into post graduate departments.
- Setting up of more digital class rooms.

Name Dr. Mousumi Borah



Signature of the Coordinator, IQAC

Name Dr. Mrinal Sarmah



Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission



ACADEMIC CALENDAR FOR THE SESSION: 2015-2016

Session Begins on: 01.06.2015

JUNE 2014 : Working days : 1 2 3 4 5 6 8 9 10 11 12 13 15 16 17 18
19 20 22 23 25 26 27 29 30

Total : 26 days

Sundays : 7 14 21 28

JULY, 2015 : Summer Vacation

29th July : College Foundation

AUGUST, 2015 : Working days : 1 3 4 5 6 7 8 10 11 12 13 14 15 17 18
19 20 21 22 24 25 26 27 28 29 31

Total : 25 days

Sundays : 2 9 16 23 30

Holidays : 15 - Independence day

SEPTEMBER, 2015 : Working days : 1 2 4 5 6 7 8 9 10 11 12 14 16 17 18 19
21 22 24 26 28 29 30

Total : 21 days

Sundays : 6 13 20 27

Holidays : 3 - Tithi Sri Sri Madhab Dev
5 - Janmastomi
15 - Tithi of Srimanta Sankardev
23 - Janmotsav of Srimanta Sankardev
25 - Id-Udi-Zuha

PROSPECTUS - 2015 - 16

OCTOBER, 2015 : Working days : 1 3 5 6 7 8 9 10 11 12 13 14 15 16 17 19
20 27 28 29 30 31

Total : 21 days

Sundays : 4 11 18 25

Holidays : 2 - Birthdays of Mahatma Gandhi
21 to 26 : Durga puja, Lakshmi puja

NOVEMBER, 2015 : Working days : 2 3 4 5 6 7 9 11 12 13 14 16 17 18 19 20
21 23 24 25 26 27 28 30

Total : 24 days

Sundays : 1 8 15 22 29

Holidays : 10 - Kali puja

DECEMBER, 2015 : Working days : 1 2 3 5 7 8 9 10 11 12 14 15 16 17 19 21
22 23 24 26 28 29 30 31

Total : 26 days

Sundays : 6 13 20 27

Holidays : 25 - Christmas Day

JANUARY , 2016 : Working days : 1 2 4 5 6 7 8 9 11 12 13 14 18 19 20 21
22 23 25 27 28 29 30

Total : 23 days

Sundays : 3 1 17 24 31

Holidays : 15 to 16 - Magh Bihu
26 - Republic Day and Gauhati University Foundation Days.

FEBRUARY, 2016 : Working days : 1 2 3 4 5 6 8 9 11 12 15 16 17 18 19 20
2 22 23 24 25 26 27 29

Total : 24 days

Sundays : 7 14 21 28

Holidays : 13 - Saraswati puja



MARCH, 2016 : Working days : 1 2 3 4 5 8 9 10 11 12 14 15 16 17 18
19 21 24 26 28 29 30 31
Total : 23 days
Sundays : 6 13 20 27
Holidays : 7 - Sivaratri
23 - Dol Jatra
25 - Good Friday

April, 2016 : Working days : 1 2 4 5 6 7 8 9 11 12 16 18 19 20 21 22
23 25 26 27 28 29 30
Total : 23 days
Sundays : 3 10 17 24
Holidays : 13 to 15 - Bohag Bihu

May, 2016 : Working days : 2 3 4 5 6 7 9 10 11 12 13 14 16 17 18
19 20 21 23 24 25 26 27 28 29 30 31
Total : 23 days
Sundays : 1 8 15 22 29
Holidays : 1 - May day

Important Information :

See **ANNUAL ACTIVITY CALENDAR AND PLAN BOARD** for details

The 'All Assam Banikanta Kakoti Memorial Debate Competiton' will be held in the 2nd Half of September, 2015

Other functions of the College will be notified in time.

Any change in the calender, if it occurs shall be notified in time.

Dr. Jnanashree Borah
Principal, In-charge
Arya Vidyapeeth College
Guwahati-16