

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. (Academic Year 2017-18)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Arya Vidyapeeth College

1.2 Address Line 1

Arya Vidyapeeth College

Address Line 2

Gopinath Nagar

City/Town

Guwahati

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:

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Name of the IQAC Co-ordinator:

Dr. Gitanjali Hazarika

Mobile:

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IQAC e-mail address:

iqac@avcollege.ac.in

1.3 NAAC Track ID

ASCOGN12074

1.4 NAAC Executive Committee No. & Date:

EC (SC)/18/A&A/115.2 dated 05-11-2016

1.5 Website address:

<http://www.avcollege.ac.in>

Web-link of the AQAR:

<http://www.avcollege.ac.in/assets/resources/2018/12/AQAR-2017-2018.pdf>

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:

01/01/2005

1.8 AQAR for the year

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2015-16 submitted to NAAC on 29/06/2017

ii. AQAR 2016-17 submitted to NAAC on 11/12/2018

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 ☐

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)

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

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

10

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

10

2.11 No. of meetings with various stakeholders:

No.

03

Faculty

02

Non-Teaching Staff /Students

01

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
09				09

(ii) Themes

As a part of the year long Diamond Jubilee Celebrations (2017-18), the IQAC collaborated with the following departments in organising the below mentioned programmes:

- General Budget 2018” by the Deptt. Of Economics 15th February 2018.
- “Matri Bhashar Byabaharar Prayojinota” by PGSMT on 21 February, 2018.
- “Advanced Techniques/Methods in Geography” by the Deptt. Of Geography on 24th of February 2018.
- “Career opportunities for students of Life Science” by the Deptt. Of Zoology on 5th March, 2018.
- “Developing Interview Skills Confidently” by the Deptt. Of Commerce on 6th March, 2018.
- Photographic exhibition of “Sites of Archaeological Survey of India (ASI)” by the Deptt. Of History on 27th March, 2018.
- “Gunadharer Oshukh Natak” by Deptt. of Bengli on 27th March, 2018.
- “Mathematical Phobia and Some Remedial Measures” by the Deptt. Of Mathematics on 31st March, 2018.

2.14 Significant Activities and contributions made by IQAC

- In the occasion of International Mother Language Day (21.02.2018), IQAC in collaboration with late Giridhar Sarma Memorial Trust organised a talk followed by a cultural programme. Dr. Anil Saikia was invited to deliver the talk on the importance of mother language.
- IQAC organised Inter-School Science Exhibition Competition entitled, “Envisioning Science & Technology: What Next?” on 28 April, 2018 to develop scientific aptitude among students of various schools of greater Guwahati.
- In connection with the Diamond Jubilee celebrations of the college, IQAC provided support to all the departments to organise popular talk with respective subject experts.

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 2016-17	Submitted on 11.12.18.
Holding of Students' feedback for 2017-18	Held on 21.04.2018
Lecture programmes and workshops	1. In the occasion of International Mother Language Day (21.02.2018), IQAC in collaboration with late Giridhar Sarma Memorial Trust organised a talk followed by a cultural programme. Dr. Anil Saikia was invited to deliver the talk on the importance of mother language. 2. IQAC organised Inter-School Science Exhibition Competition entitled, "Envisioning Science & Technology: What Next?" on 28 April, 2018 to develop scientific aptitude among students of various schools of greater Guwahati. 3. In connection with the Diamond Jubilee celebrations of the college, IQAC provided support to all the departments to organise popular talk with respective subject experts.
Interdisciplinary lectures and invited talks through the IQAC.	Organised on a regular basis
Holding of workshops , Short term courses by the Departments	Organised on a regular basis

** Attach the Academic Calendar of the year as Annexure III*

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	07*			
PG	2**		1	
UG	3		1	
PG Diploma				
Advanced Diploma				
Diploma			1	
Certificate			2	
Others			1	
Total	12		6	
Interdisciplinary				
Innovative				

* Assamese, Chemistry, Geology, History, Mathematics, Physics, Statistics are conducting Ph.D. programmes for students registered under Gauhati University.

** Department of Mathematics and Chemistry are conducting PG programmes.

- 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 refer to the Annexure II(a), II(b)

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 introduced Credit and Grading System and as an affiliated College, all changes have been implemented.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
94	58	36		

2.2 No. of permanent faculty with Ph.D.

67

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
01(Librarian)									

2.4 No. of Guest and Visiting faculty and Temporary faculty : Guest

Visiting

Temp.

03

--

22

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	28	01
Presented papers	13	58	09
Resource Persons	00	02	05

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 of relevant movies.
- Use of Models and Charts.
- Popular talks and Inter-disciplinary Lectures.
- Group Discussions and Brain-storming sessions.
- Surveys and Field studies.

2.7 Total No. of actual teaching days

256

during this academic year

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

45

- 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.Sc	202	--	133	34	--	84.15
B.A	419	--	78	118	25	52.74
M.Sc/M.A	44	--	36	03	--	88.63

- 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
- Arranges various programmes like symposia, popular talks and lectures on soft skill development to enhance teaching skills
- IQAC has provided all the departments with 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:

Instructs the departments to monitor the progress of students through unit tests, home assignments, and 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	05
HRD programmes	05
Orientation programmes	06
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	26
Others	13

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	09	03	--	02
Technical Staff	--	--	--	--

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 Research Projects under UGC and other funding agencies. In order to induct faculty members into the sponsored Faculty Development Programmes of the UGC for their PhD works, interviews are held on a need basis. For the purpose of career advancement, the faculty members are granted Duty Leave for attending and presenting papers in seminars, workshops, symposiums etc. Besides, with the sponsorship of funding agencies like UGC-NERO, DST, DBT 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	01	0	0	1
Outlay in Rs. Lakhs	21,43,000/-	0	0	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	07	--	--
Outlay in Rs. Lakhs	--	12,64,000/-	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	09	19	00
Non-Peer Review Journals	00	03	00
e-Journals	05	01	00
Conference proceedings	00	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	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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 (DBT Scheme)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the institution

Level	International	National	State	University	College
Number	00	04	00	00	24
Sponsoring agencies	00	UGC, ICSSR, NEC, Commission for Scientific & Technical Terminology	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons: 10

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	<input type="text" value="--"/>	From Management of University/College	<input type="text" value="--"/>
Total	<input type="text" value="--"/>		

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
03	00	02	00	01	00	00

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

<input type="text" value="12"/>
<input type="text" value="33"/>

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	<input type="text" value="01"/>	SRF	<input type="text" value="00"/>	Project Fellows	<input type="text" value="00"/>	Any other	<input type="text" value="00"/>
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3.21 No. of students Participated in NSS events:

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

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text" value="90"/>
National level	<input type="text" value="27"/>	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"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="07"/>
NCC	<input type="text" value="12"/>	NSS	<input type="text" value="01"/>
		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
- Ten NCC cadets participated in Trekking at Nilachal Hill on 22nd July, 2017.
- Twenty cadets participated in Annual Training Camp at Arya Vidyapeeth College, 1st-11th July, 2017.
- Six cadets participated in Independence Day Parade at Khanapara Field on 15th August, 2017
- Four cadets from 60 Assam Girls Bn NCC participated in Marathan race held at Khanapara Field on 24th September, 2017.
- Ten cadets participated in Pre Thal Sainik Camp (Pre TSC) in Jorhat during 26th September-15th October, 2017.
- Five cadets participated in Special National Integration Camp (SNIC) in Andhra Pradesh during 16th -26th October, 2017
- Sixteen cadets participated in National Integration Camp (NIC) at Jammu during 14th-26th November, 2017.
- All Cadets from 1 Assam and 60 Assam participated in NCC day celebration on 24th November 2017 at Arya Vidyapeeth College.
- Four cadets from 60 Assam Girls Bn NCC participated in firing selection camp held at Jorabat, Guwahati during 24th March-27th March, 2018

- Sixteen cadets participated in CATC camp at Narangi (Army Public School), Guwahati during 3rd June—12th June, 2018.
- Twenty cadets participated in World Environment Day celebration at Arya Vidyapeeth College on 5th June, 2018.
- Six Cadets participated in International day of Yoga at South Point School, Guwahati on 21st June, 2018.
- The NSS unit of the college organised an awareness programme on the evils of the use of drugs on 22nd February, 2018.

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	8000 Sqft.		
Class rooms	51		College Fund	51
Laboratories	09	Nil		09
Seminar Halls	01	Nil		01
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 computer training is regularly conducted for the concerned administrative staff.
- The College has INFLIBNET facility through which online academic journals, books etc., can be accessed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	51309	16 Lakhs (Apprx)	717	2 Lakhs (Apprx)	52,026	18 Lakhs (Apprx)
Reference Books	21969					
e-Books*	135000	5900/-			135000	5900/-
Journals	23	5500/-			23	5500/-
e-Journals*	6000				6000	
Digital Database						
CD & Video						
Others (specify)						

*E-book and e-journals are procured under N-LIST for which college paid Rs 5900/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	113	28	104	25	15	11	28	21
Added	02	01	00	00	00	01	00	00
Total	115	29	104	25	15	12	28	21

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

- Computer with Internet Access is available to teachers in their respective departments and also to the 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 in the library and computer laboratory.

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs 2,59,186 /-

ii) Campus Infrastructure and facilities

Rs 5,38,142/-

iii) Equipments

Rs 35,000/-

iv) Others

Rs 11,435/-

Total :

Rs 8,43,763/-

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 is carried out on a regular basis through the concerned cell.
- 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 alumni and their activities help the institution to introspect and keep track of the progression of college.
- Computer with internet access is available free of cost.
- The students are encouraged to join various edu-fairs and conferences
- Sample papers are made available in the Central as well as the Departmental libraries
- Regular excursions, field trips and survey works are conducted for the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2606	125	34	--

(b) No. of students outside the state

56

(c) No. of international students

--

Men

No	%
1358	49.1

Women

No	%
1407	50.9

Last Year (UG) 2016-17						This Year (UG) 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1245	168	512	586	--	2511	1267	205	497	637	--	2606

Demand ratio = 3.2:1 Dropout % B.A 10%, B.Sc 18%, P.G 12%

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- The Career Counselling and Guidance Cell facilitated institutions like NIIT, D-Tech solution and TISS to disseminate information on various programmes and career opportunities among students.
- Department of History organised a workshop on choreography as a career option on 22 March 2018.

No. of students benefitted

40

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

5.8 Details of gender sensitization programmes

- The College has a women cell that actively initiates programmes to create gender awareness among students and faculty.
- The women cell of the college published a wall magazine on 8th March, 2018 to commemorate the International Women Day.
- An inter-college poster making competition was held on “Gender Discrimination” on 8th March, 2018 in the college.

5.9 Students Activities

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

State/ University level 19 National level 04 International level 00

No. of students participated in cultural events

State/ University level 40 National level 01 International level 01

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

Sports : State/ University level 08 National level 02 International level 00

Cultural: State/ University level 11 National level 01 International level 00

5.10 Scholarships and Financial Support

		Number of students	Amount
Financial support from institution (SAF)		19	Rs 67,934/-
Financial support from government	Scholarship	150	Rs 13,45,610/-
	Free Admission	349	Rs14,71,058 /-
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 01 National level International level

5.12 No. of social initiatives undertaken by the students 02

5.13 Major grievances of students (if any) redressed: Nil

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 have a Management Information System

The College has the following MIS provisions:

- The college uploads information regarding admission, examination, and tendering for various works etc. in the college website.
- Apart from the website student related information are properly notified in the college notice board.
- Teachers' individual salary related information are supplied individually from the office as and when asked for.

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

6.3.1 Curriculum Development

- Workshops on 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 to 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 the 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

- There is a Research Cell in the College which encourages the active participation of the desiring research scholars. The research committee comprises of the Principal and faculty members of the college. Arya Vidyapeeth Research Cell is headed by a senior faculty.
- The Research Cell 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 is 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 requirement for Virtual Classrooms has been procured. Moreover the College Conference hall has all the required gadgets for ICT presentations. A round the clock 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 is 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 meetings with the guardians are held according to the schedules.
- Alumni meets help the College to manage the Human Resource.
- Hands-on computer training for the Office Staff is conducted on a regular basis.
- 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 prescribed by the Government in accordance with UGC guidelines. 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 and Entrepreneur Development Cell of the College have maintained a professional relation with various industries with the intention of enhancing placement opportunities for the students.

6.3.9 Admission of Students

For every academic session, new 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 can be availed from the health centre situated in 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 can be availed from the health centre situated in the campus.</p> <p>Safety gadgets are also placed in the premises</p>
Students	<p>Medical facilities can be availed free of cost from the health centre situated in 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>Personal and academic counselling</p> <p>Career guidance</p>
--	--

6.5 Total corpus fund generated

Rs 3,17,27,400/-

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	Committee formed by Governing Body	No	--
Administrative	No	--	No	--

6.8 Does the University/ Autonomous College declare 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?

Does not arise

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 Alumni Association of the College has taken up various initiatives for the Diamond Jubilee Celebrations of the college.
- In connection with the Diamond Jubilee Celebrations the Alumni Association has proposed to build the entrance gate in the college playground.
- Alumni Association extends support to the College in various ways whenever asked for.

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

- Office Automation has been partially completed.
- 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 are undertaken by Clubs and other community based organizations in the college campus as well as in the hostels
- The office oversees cleaning in the campus.
- To conserve electricity the College is using CFL, LED and tube bulbs
- ECO Club of the college organises various programmes to aware students, teachers and neighbours on environmental hazards.

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 look after the diverse requirements intensively and specifically for the overall 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 have been undertaken.
- Students have been involved 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 celebrated International Mother Language Day in collaboration with late Giridhar Sarma Memorial Trust on 21.02.2018. Dr. Anil Saikia was invited to deliver a talk on the importance of mother language.
- IQAC organised Inter-School Science Exhibition Competition entitled, “Envisioning Science & Technology: What Next?” on 28 April, 2018 to develop scientific aptitude among school of various schools of greater Guwahati.
- In connection with the Diamond Jubilee celebrations of the college, IQAC provided support to all the departments to organise popular talk with subject expert.

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:

- Adoption of school in a fringe area.
 - Generating an environment of people’s culture through Performing Art
- See Annexure no IV

7.4 Contribution to environmental awareness / protection

- Every year the College organises 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)

SWOC ANALYSIS

STRENGTHS:

1. Arya Vidyapeeth College is governed by the principles of participatory democracy while maintaining a hierarchical setup for smooth and effective functioning.
2. The guardians and other stakeholders of the College give their suggestions on over all development through their representatives in the GB of the College and also through Teachers'-Guardians' meetings.
3. IQAC takes feedback annually from the students on courses and about the performance of the principal, faculty members and other organs of the College. The analysis of the feedback is then individually communicated to all concerned.
4. Apart from the Central library, every department also has its own departmental library fully utilised by the teachers and students.
5. The College has a welfare scheme to enrol students who are economically weak and provides assistance up to 80% rebate in the admission fee. The College has a Students' Aid Fund to support these needy students.
6. The College has a Non Residential Students' Centre to accommodate visiting students.
7. The College is enriched with 15 acres of land which is distributed in three different plots.
8. The College has a full-fledged Health Centre in collaboration with NHM of Govt. of Assam having basic facilities.
9. The affiliating University has recognised 7 departments of the College for research leading to Ph.D. degree.
10. In the last five years the faculty members of the College have earned to their credit 3 Major projects and 13 Minor Projects (completed and ongoing).
11. The Institutional Bio-Tech Hub of the College has been appreciated for its excellent performance since its inception and achieved the comment "very good" from DBT, Government of India consecutively since 2014.
12. The College has adopted Garbhanga Lower Primary School in the outskirts of the city as part of its community service.
13. The College has very active and vibrant NCC and NSS units.
14. To nurture their critical thinking and creativity, the students are encouraged to participate in different programmes organised outside the purview of the classrooms which has resulted in the formation of a cultural group, *Sanskriti* at the initiative of its students.

WEAKNESSES:

1. Being an affiliated college, it has a very limited scope to contribute to the designing and development of the course curriculum.
2. During the last five years, the College has not been able to introduce new vocational courses other than computer related courses.
3. There is a constraint of space in the library.
4. Both the boys' and girls' hostels need to be improved in terms of infrastructure to meet the demands of the students.
5. Though the College has the benefit of possessing a large area of land, it is yet to be utilised fully.
6. Though the College tries to help the physically and visually challenged persons it has no specific infrastructural facilities to meet all their requirements.
7. The health centre of the College has no ambulance facility for transportation in emergency.
8. Constraint of space within the academic campus of the College.
9. No specific policy to get grants from industries and other corporate agencies for developing research facilities or infrastructure.
10. The College is yet to develop a structured policy for promoting consultancy services and industrial linkages.
11. Complete automation of the office has still to be accomplished.
12. A good number of teaching and non teaching posts are lying vacant.

OPPORTUNITIES:

1. Some faculty members are members of CCS of Gauhati University, where they have a say in curriculum development.
2. There is scope for developing new certificate and diploma courses.
3. Adhering to the master plan of the College the old Assam type structures are gradually being replaced with RCC construction which will help in enlargement of academic infrastructure and complete elevation of the institute to PG level in the near future.
4. The Alumni Association and proper utilization of its connections can create good links for the College.
5. The College with its high enrolment rate and its policy of inclusiveness and integration provides educational opportunities for a diverse category of students. Reputed as an institute of excellence it has attracted students from all over the northeast. In this situation the College can strive towards attaining grants from the government for opening new courses relating to tribal and folklore studies.
6. Arya Vidyapeeth College is one amongst a very short list of colleges offering courses in all three streams – Science, Arts and Commerce – thus having the potential to shape the careers of students with varied interests.
7. The unutilised land of the College can be used for further extension of the academic infrastructure, sports, and recreation complexes.


CHALLENGES:

1. To maintain a consistent academic performance of students with a comparatively lower input at the entry level is a big challenge for the College.
2. Since the College also caters to the need of Higher Secondary students of the northeast, the challenge lies in juggling and managing the two totally different systems – one annual and the other Semester.
3. The requirement of space and additional structure has had to be minimised by optimum utilization of existing infrastructural resources.
4. To mobilise finance for further extension of the infrastructure in the available land.
5. The huge gap in the student-teacher ratio in some departments also is a challenge in many ways.
6. Despite the infrastructural constraints the College is making every effort to introduce more PG courses to meet the demand of the present academic needs.

8. Plans of institution for next year

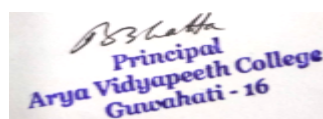
- To celebrate International Mother Language Day (IMLD) on 21 February 2019.
- In connection with IMLD, IQAC plans to organise a play by students.
- To organise symposia on Research Methodology for all the streams.
- To organise workshop for the office staff.
- To assist EDC/CC to organise vocational training course and career counselling programme.
- To celebrate Gandhi's 150th birth anniversary.

Gitanjali Hazarika



Signature of the Coordinator, IQAC

Pradip Kr. Bhattacharyya



Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

AVCSU	-	Arya Vidyapeeth College Students Union
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
IMLD	-	International Mother Language Day
PGSMT	-	Pandit Giridhar Sarma Memorial Trust
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

Annexure II

Feedback from Students

The IQAC conducts students' feedback on various aspects of teaching learning process. The process includes feedback on teachers, office, library and hostels. A committee of experts formed by the Principal analyses the data collected by the IQAC in a confidential manner. The average is being calculated and the Principal communicates the output to the respective teachers and office staff at individual level. (Proforma of feedback attached below)

Annexure II(a)



ARYA VIDYA PEETH COLLEGE, GUWAHATI – 781 016

PROFORMA FOR STUDENTS' FEEDBACK

(For Major/PG Students only)

Session:

Signature of the H.O.D:

Rate on the following attributes using the 10 point scale as shown:

10	9	8	7	6	5	4	3	2	1	0
----	---	---	---	---	---	---	---	---	---	---

Very Good

Very Poor

Feedback on Principal:

Attributes	Marks
Administrative capability	
Approachability to the Principal	
Ability to motivate students and handle their problems	
Sincerity/ Commitment	
Ability to generate discipline within the college campus	

Annexure II(b)



ARYAVIDYAPEETHCOLLEGE, GUWAHATI – 781 016

PROFORMA FOR STUDENTS' FEEDBACK

(For Major/PG Students only)

Session:

Date of Issue:

Signature of the H.o.D:

Rate on the following attributes using the 10 point scale as shown:

10	9	8	7	6	5	4	3	2	1	0
----	---	---	---	---	---	---	---	---	---	---

Very Good

Very Poor

A. Feedback on Courses and Studies:

Attributes	Marks
<i>Its relevance in the context of social utility</i>	
<i>Its relevance in the context of your personal expertise to face day to day problems</i>	
<i>Its timely completion</i>	
<i>Departmental performance (allotment of topics, monitoring, facilities etc.)</i>	

B. Feedback on Teachers:

Attributes	Assign marks against your teachers' names that are given in abbreviated forms											
Communication Skill (CS)												
Ability to design assignments / examination to test the understanding of the course (ADA)												
Ability to demonstrate the topics taught (ADT)												
Accessibility to the teacher in and out of the class (AT)												
Interest generated by the teacher on the subject and other related social affairs(IGS)												
Knowledge base of the teacher (KBT)												
Sincerity / Commitment (S/C)												
Overall performance (O/P)												

C. Feedback on Office:

Attributes	Assign marks against your teachers' names that are given in abbreviated forms			
	Issue of Certificate	Collection of Fees	Issue of Mark sheet etc.	Scholarship
Efficiency in dealing with the allotted job				
Attitude of prompt response to your need				
Helping attitude				
Overall commitment to the profession				

D. Feedback on College Library:

Attributes	Marks
The collection of text books	
The collection of reference books	
The collection of magazine / newspaper / journals etc	
Reading facilities	
Book bank facility	
Accessibility to the facilities of the library	
Attitude and sincerity of the library assistants	

E. Feedback on Accessory facilities:

Attributes	Marks
<i>Internet service</i>	
<i>Xerox facilities</i>	
<i>Canteen facility</i>	
<i>Computer education</i>	
<i>Others (specify)</i>	

F. Feedback on Departmental laboratory (Only for students with practical course):

Attributes	Marks				
<i>Available facilities for conducting the experiments included in the syllabus</i>					
<i>Standard of the instruments for performing experiment with precision</i>					
<i>Overall environment of the laboratory</i>					
<i>Attitude and commitment of the laboratory assistants / bearers</i>					

G. Feedback on College Hostels (Only for Hostel boarders):

Attributes	Marks
<i>Accommodation and general environment</i>	
<i>Academic environment</i>	
<i>Food quality</i>	
<i>Game and extra curricular facilities</i>	
<i>General hygiene</i>	
<i>Discipline and congenial atmosphere amongst the boarders</i>	
<i>Service and attitude of the hostel attendants</i>	
<i>Performance of the Superintendent</i>	

Principal

Arya Vidyapeeth College

Guwahati-16

Analysis of Results of the Students' Feedback, 2017-18

The following table presents the results of the feedback carried out for the year 2017-18 by the IQAC.

Percentage of Teachers with Average Scores in Different Attributes

Attributes →	<u>CS</u>	<u>ADA</u>	<u>ADT</u>	<u>AT</u>	<u>IGS</u>	<u>KBT</u>	<u>S/C</u>	<u>OP</u>
Average Scores ↓								
<u>9-10</u>	21.89	23.19	26.29	21.89	24.19	41.69	30.79	28.59
<u>8-9</u>	31.7	29.6	28.5	31.8	32.9	28.6	30.8	36.3
<u>7-8</u>	35.6	31.8	29.7	29.6	25.3	19.7	19.8	24.2
<u>6-7</u>	5.4	8.3	10.2	10.9	12.1	5.4	9.2	6.5
<u>5-6</u>	4.3	5.3	4.2	4.6	4.3	3.5	8.7	4.4
<u>4-5</u>	1.09	1.8	1.09	1.2	1.11	1.09	0	0
<u>3-4</u>	0	0	0	0	0	0	0	0
<u>2-3</u>	0	0	0	0	0	0	0	0
<u>1-2</u>	0	0	0	0	0	0	0	0
<u>0-1</u>	0	0	0	0	0	0	0	0

Annexure III
ACADEMIC CALENDER, 2017-18

ACADEMIC CALENDAR, 2017-18

Session Begins on: 01.06.2017

June 2017 : Working Days

:	1	2	3	5	6	7	8	9
	10	12	13	14	15	16	17	19
	20	21	22	23	24	28	29	30

Total : 24 days

Sundays : 4 11 18 25

Holidays : 26-27 - Id Ul-Fitre

July 2017

: Summer Vacation

29 July : College Foundation Day

August, 2017 : Working days :

	1	2	3	4	5	7	8	9
	10	11	12	14	16	17	18	19
	21	22	24	25	26	28	29	30
								31

Total : 25 days

Sundays : 6 13 20 27

Holidays : 15 Independence Day

23 Tithi of Srimanta Sankardev

September, 2017 : Working days

:	1	2	4	5	6	7	8	9
	11	12	14	15	16	18	19	20
	21	22	23					

Total : 19 days

Sundays : 3 10 17 24

Holidays : 10 Tithi of Sri Sri Madhabdev

13 Janmastami

25-30 Durga Puja, Id-uz-zuha, Janmotsav of Srimanta Sankardev

October, 2017 : Working days

:	6	7	9	10	11	12	13	14
	16	17	21	23	24	25	26	27
	28	30	31					

Total : 19 days

Sundays : 1 8 15 22 29

Holidays : 1-5 Muhrram, Lakshmi Puja, Gandhi Jayanti

18 Kati Bihu

19-20 Kali Puja and Diwali

November, 2017 : Working days

:	1	2	3	6	7	8	9	10
	11	13	14	15	16	17	18	20
	21	22	23	25	27	28	29	30

Total : 24 days

Sundays : 5 12 19 26

Holidays : 4 Guru Nanak's Birth Day

24 Lachit Divas

December, 2017 : Working days

:	1	4	5	6	7	8	9	11
	12	13	14	15	16	18	19	20
	21	22	23	26	27	28	29	30

Total : 24 days

Sundays : 3 10 17 24 31

Holidays : 2 Asom Divas

25 Christmas Day

January, 2018 : Working days : 1 2 3 4 5 6 8 9
10 11 12 16 17 18 19 20
23 24 25 27 29 30 31

Total : 23 days
Sundays : 7 14 21 28
Holidays : 13-15 Magh Bihu
22 Saraswati Puja
26 Republic Day and
Gauhati University Foundation Day

February, 2018 : Working days: 1 2 3 5 6 7 8 9
10 12 13 15 16 17 19 20
21 22 23 24 26 27 28

Total : 23 days
Sundays : 4 11 18 25
Holidays : 14 Sivaratri

March, 2018 : Working days : 2 3 5 6 7 8 9 10
12 13 14 15 16 17 19 20
21 22 23 24 26 27 28 29 31

Total : 25 days
Sundays : 4 11 18 25
Holidays : 1 Dol Jatra
30 Good Friday

April, 2018 : Worki.ng days : 2 3 4 5 6 7 9 10
11 12 13 16 17 18 19 20
21 23 24 25 26 27 28 30

Total : 24 days
Sundays : 1 8 15 22 29
Holidays : 14-15 Bohag Bihu

May, 2018 : Working days : 2 3 4 5 7 8 9 10
11 12 14 15 16 17 18 19
21 22 23 24 25 26 28 29
30 31

Total : 26 days
Sundays : 6 13 20 27
Holidays : 1 May Day

Important Information :

- See ANNUAL ACTIVITY CALENDAR and PLAN BOARD for details.
- The All Assam Banikanta Kakati Memorial Debate Competition will be held in the 2nd half of September 2017.
- Other functions of the college will be notified on time.
- Any change in Calender, if it occurs, shall be notified on time.

Dr. Mrinal Sarmah
Principal i/c
Arya Vidyapeeth College
Guwahati-16

Annexure IV

Best Practices

1. Community Development Programme

To contribute towards the development of the society, the College identified a particular interior area around Guwahati, where school children still lack many amenities. As such, along with the Garbhanga village, the Garbhanga Lower Primary School (GLPS), Guwahati-34 was identified for adoption, which is located on the outskirts of Guwahati. The main objective of the programme is to attain 100% literacy rate in the target area for which compulsory enrollment of the children belonging to the 5-11 years age group needs to be ensured.

A Memorandum of understanding (MoU) was renewed between Arya Vidyapeeth College and GLPS on 01.08.2012. The agreement focuses on the holistic development of the Garbhanga area in the academic, ecological, and social and health related issues. Keeping in mind the objectives of this agreement, Arya Vidyapeeth College has undertaken the following programmes:

- (i) Distribution of reading, writing and sports material among the students of GLPS.
- (ii) Arrangement of sightseeing in and around Guwahati city for the students of GLPS.
- (iii) Provision for free education for the passed out students of GLPS in Arya Vidyapeeth College.
- (iv) For creating awareness on the understanding of the important role played by mothers in the growth and development of children and family, Awareness Talk for mothers was organised in GLPS.

2. Generating an Environment of People's Culture through Performing Art

The goals of the practice are:

- To popularise classical and folk art and culture.
- To engage students in productive and creative activities.
- To motivate students to strengthen their roots in a globalised world.
- To encourage faith in pluralism.
- To develop friendly and humane relation between students and teachers.
- To develop a spirit of teamwork and leadership skill among students.
- To encourage the appreciation of aesthetics of art forms amongst the students

The College organises various cultural programmes and workshops where students and teachers participate wholeheartedly. Eminent artistes and scholars working on culture are invited to enlighten our students and teachers. A few among them are Sitarani Hazarika, Sharodi Saikia, Dr. Mirnanda Barthakur, Dr. Mallika Kandali, Satradhikar Nani Gopal Deva Goswami and Satradhikar Brindaban Goswami. Besides, the students and teachers engage in various informal discussions on socio-cultural issues from time to time. Programmes like dancing, singing, recitation, drama, *bhaona*, etc. are held whenever possible to exhibit their cultural skills and to enhance consciousness. The objective behind such practices is the realisation of the fact that culture plays a determinant role in social formation. The practice has become an integral part of our teaching- learning process.
