

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	RAHA COLLEGE
1.2 Address Line 1	GARMARI
Address Line 2	
City/Town	RAHA
State	ASSAM
Pin Code	782103
Institution e-mail address	Collegeraha@yahoo.in
Contact Nos.	03672285998
Name of the Head of the Institution:	Dr. Beda Kumar Chaliha
Tel. No. with STD Code:	03672-285998
Mobile:	9435727523

Name of the IQAC Co-ordinator:

Mrs. Karabi Goswami

Mobile:

9435550317

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASCOGN11959

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)

EC/34/094 dated 04-11-2004

1.5 Website address:

www.rahacollege.co.in

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++	66.00	2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

04/06/2005

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

2009-10

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 _____ (23/11/2014)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

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)

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

6

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

0

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

0

2.9 Total No. of members

7

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC of Raha College persists with its efforts to create a learning environment that fosters the all around development of its students so that the college can enhance its contribution to the academic field. The major outcomes of IQAC activities of this session are given below:

- Teachers are encouraged to submit research projects to funding agencies.
- Teachers' participation in national seminars and workshops has increased.
- Teachers have engaged themselves in research leading to Ph.D.
- Teachers are aware of taking memberships in different research, academic and literary bodies.

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
<ul style="list-style-type: none"> • The IQAC, through college authority, proposes the Raha Town Committee to renovate the college approach road for the greater interest of college students and teacher community. • To strengthen extension activities by different forums. • To increase the number of books and journals for college library. 	<ul style="list-style-type: none"> • The approach road to the college was repaired. • Extension activities were organised by the college. • New books were added to the library.

** 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

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	-	-	-	-
UG	01	-	-	-
PG Diploma	-	-	01	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	03	-
Others	01	-	-	-
Total	02	-	04	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	0
Trimester	0
Annual	02

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

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

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

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

As the college is affiliated to Gauhati University, the frequency and basis for syllabus revision is carried out by the university.

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
25	09	14	0	2

2.2 No. of permanent faculty with Ph.D.

0

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
1	0	0	0	-	-	0	0	1	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	14	2
Presented papers	-	5	-
Resource Persons	-	1	-

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

In Raha College the learning process has been made student-centred through interactive learning through discussion. Classroom debates, group learning etc. are organized to supplement the conventional class room teaching.

Induction Analysis cum orientation classes to all the newly admitted students before the actual commencement of teaching programme is initiated in order to assess the status of current knowledge of subject, general knowledge, reasoning and skills.

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

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) None

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 0 0 0

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 %
H.S.	264	0	1.13	5.30	55.68	62.12
B.A.	93	0	0	28.83	23.4	53.0

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

The IQAC insists mainly on the following activities for the improvement of teaching learning process:

- (i) Preparation of teaching plan and maintenance of Departmental Class Dairy.
- (ii) Regular commencement of internal examinations and display of results etc.
- (iii) Completion of the curriculum within the planned time-frame of the academic calendar.
- (iv) Monitoring of infrastructures like sufficient class rooms, library, reading space, canteen, drinking water etc.
- (v) Allocation of sufficient funds to the departments for purchasing library books.
- (vi) Motivating faculty members to attend programmes on new and emerging technologies and issues to keep themselves up-to-date.
- (vii) Organising educational tours to make teaching-learning more effective for both students and teachers.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	08
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	06
Others	-

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	3	1	-	1
Technical Staff	1	-	-	1

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC encourages the faculty members to apply for research projects and also provides information regarding funding agencies.

The IQAC encourages the faculties to attend national/international seminars so that the faculties get an opportunity to interact with their peers.

The IQAC encourages the faculties to pursue research leading to award of Ph.D. degree.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	1	2
Outlay in Rs. Lakhs	-	-	1,51,000/-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	3
e-Journals	-	-	-
Conference proceedings	0	1	1

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	2 yrs	UGC	1,51,000/-	1,26,000/-
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			1,51,000/-	1,26,000/-

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

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	1
Sponsoring agencies	-	-	-	-	College

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	-	-	-	-	-	-

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

0

0

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

0

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

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level 0 State level 0
National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 0 State level 25
National level 1 International level 0

3.23 No. of Awards won in NSS:

University level 0 State level 0
National level 0 International level 0

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="2"/>		
NCC	<input type="text" value="1"/>	NSS	<input type="text" value="0"/>	Any other	<input type="text" value="1"/>

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

- An extension programme was initiated by the Women Cell Raha College in Meteka L.P. School on the topic *Role of Parents in personality development of children* on 30.05.09
- An awareness programme on *Child Labour: a Major Obstacle of Universalisation of Primary Education* on 05.05.09
- An lecture programme was initiated by the Women Cell Raha College in Jongal Balahu Garh Swahid Smriti High School on the topic *Protection Of Women and Law* on 07.11.09
- The NCC contingent of the college completed a cleanliness drive inside and outside the college in the month of August.

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	6.48 acres	-	-	6.48 acres
Class rooms	13	-	-	13
Laboratories	2	-	-	2
Seminar Halls	1	-	-	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	1		-
Value of the equipment purchased during the year (Rs. in Lakhs)	-			-
Others	-	158.0 mt sq	State govt.	-

4.2 Computerization of administration and library

Administration and library is not computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7153	5,97,840/-	71	8,520/-	7224	6,06,360/-
Reference Books	3380	3,02,856/-	60	6,542/-	3440	3,09,389/-
e-Books	-	-	-	-	-	-
Journals	8	3,844/-	1	270/-	9	4,114/-
e-Journals	-	-	-	-	-	-
Digital Database	1	-	-	-	1	-
CD & Video	2	-	-	-	2	-
Encyclopaedia, Dictionary, Manuscript, Census Report	2754	1,13,340/-	13	2,851/-	2767	1,16,191/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	5	-	-	-	4	1	-	-
Added	5	-	1	-	3	1	-	-
Total	10	-	1	-	7	2	-	-

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

Computer is accessible to both the students and teachers, whereas internet is accessible to the teachers

4.6 Amount spent on maintenance in lakhs:

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text" value="0.02"/>
iii) Equipments	<input type="text" value="0.03"/>
iv) Others	<input type="text" value="0.07"/>
Total:	<input type="text" value="0.12"/>

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The efforts of the IQAC to enhance awareness about Student Support Services results in the creation of Gymnasium Hall and the Sports Ground in the college. Anti ragging and Grievance Redressal cells are working actively. The IQAC has been playing a supporting and guiding role to all the bodies formed for student support. The IQAC ensures that information about these student support services is available in the college prospectus and the website.

5.2 Efforts made by the institution for tracking the progression

Students' progression is tracked by comparing their entry performance with their end semester results. Beside this, continuous evaluation is there to track students' progression on regular basis.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
354	0	0	

(b) No. of students outside the state

0

(c) No. of international students

0

	No	%		No	%
Men	171	48.3	Women	183	51.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
36	126	86	171	-	419	58	95	110	82	-	354

Demand ratio

Dropout %

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

None

No. of students beneficiaries

0

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

The college has a career guidance cell that displays information on the notice board related to vacancies in different government and non government services. The students are benefited by this as a no of students have been able to get job.

No. of students benefitted

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
0	0	0	10

5.8 Details of gender sensitization programmes

An lecture programme was initiated by the Women Cell, Raha College in Jongal Balahu Garh Swahid Smriti High School on the topic *Protection of Women and Law* on 07.11.09

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	-	-
Financial support from government	116	4,62,640/-
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: None

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The Vision and Mission of the College is to serve the social needs and to uplift the living standards of the rural youths by imparting higher education and fostering an enduring sense of discipline and single minded dedication to work. Raha College has a vision to help students bring out their best so that they can make use of their training in the various challenges of life and lead a meaningful life.

6.2 Does the Institution has a Management Information System

No

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

6.3.1 Curriculum Development

The curriculum of the UG classes is prepared by the affiliating university (Gauhati University).

6.3.2 Teaching and Learning

- The faculties prepare their Teaching Plans and submit the same to the IQAC within 15 days of the commencement of a semester
- Most of the teachers prepare the study materials and distribute the same to the students.

6.3.3 Examination and Evaluation

- The college conducts the final examinations as per schedule of the affiliating university.
- The college administration takes all the necessary steps for fair examinations.
- The college teachers are released from their duties by the authority to evaluate the answer scripts as required.
- The college conducts unit test and test examination for continuous evaluation.

6.3.4 Research and Development

- The institution encourages the faculties to engage in research activities.
- The college make available a good number of books and related materials in the central library
- The college also encourages the faculties to participate in various seminars/conferences/workshops etc where they can exchange their views with the peers on the frontier knowledge.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Girls' common room was constructed.
- New room was constructed for English department.
- Purchased one Xerox machine for the college.
- Added 5 sets of desktop computers.
- Internet connectivity was done in Principal's cabin.

6.3.6 Human Resource Management

- Welfare schemes for staff as per government norms are available.
- Staff development programmes are conducted and teachers are encouraged to participate in international/ /national and state level workshops/seminars, orientation and refresher courses. 2 faculty members attended Orientation Courses and 8 attended Refresher Courses conducted by UGC. 14 teachers attended national seminars and 5 of them presented papers.
- Teachers are encouraged to pursue doctoral degree and are provided the needed research facilities.

6.3.7 Faculty and Staff recruitment

Recruitment is done by the Governing body of the college which is approved by the Directorate of Higher Education, Assam.

6.3.8 Industry Interaction / Collaboration

None

6.3.9 Admission of Students

The admission of the students is done strictly on the basis of merit.

The date of admission and other relevant details are announced in college notice board and through local news paper.

6.4 Welfare schemes for

Teaching	2
Non teaching	2
Students	1

6.5 Total corpus fund generated

50,73,600/-

6.6 Whether annual financial audit has been done

Yes

No

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

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

6.8 Does the University/ Autonomous College 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?

N/A

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

N/A

6.11 Activities and support from the Alumni Association

Alumni meet is conducted every year.

6.12 Activities and support from the Parent – Teacher Association

No

6.13 Development programmes for support staff

No

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

Initiative have been taken to make the campus plastic free.
Plantation programme was undertaken on the occasion of world environment day.

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.

None

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

- The approach road to the college was repaired.
- Extension activities were organised by the college.
- New books were added to the library.

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

The college campus is a Plastic Free Zone

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

7.4 Contribution to environmental awareness / protection

Plantation programme was undertaken on the occasion of world environment day.
The college campus is made Plastic Free

7.5 Whether environmental audit was conducted?

Yes

No

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

Strength

Education at low cost

Qualified and experienced permanent faculty

Functioning in plural and multicultural environment

Caters to the need of economically weaker section of students

Weakness

Lack of land for future expansion

Insufficient teaching staff

The process of teaching-learning needs strengthening

Participation of faculties in research is not up to the mark

NCC needs strengthening

Inadequate indoor sports facilities

Insufficient office staff

Opportunities

Developing scientific temper and research culture

Offering need based and short term career orientation programme

Threats

Migration of meritorious students of the locality

Absence of career based vocational courses

8. Plans of institution for next year

- To provide computer facility to all the departments of the college.
- To provide up to date laboratory apparatus to the departments having laboratory works.
- To increase the number of books, journals and magazines for college library.
- To encourage teachers to apply for research projects from various funding agencies.

Name: Mrs. Rita Bora Saikia

Name: Mrs. Dipti Devi

Signature of the Coordinator, IQAC

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
