

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNUAL QUALITY ASSURANCE REPORT

FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016

OF

MORAN COLLEGE

MORAN- 785670, ASSAM, INDIA



ACCREDITED BY NAAC WITH GRADE B (73.05 %) IN 2004

**RE-ACCREDITED BY NAAC WITH GRADE B WITH CGPA
2.77 OUT OF 4 IN 2012**

SUBMITTED TO



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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

MORAN COLLEGE

1.2 Address Line 1

MORANHAT

Address Line 2

P.O:- MORANHAT

City/Town

MORANHAT

State

ASSAM

Pin Code

785670

Institution e-mail address

Morancollege1964@yahoo.com

Contact Nos.

03754-226179, 229057

Name of the Head of the Institution:

Dr. Mitali Konwar

Tel. No. with STD Code:

03754-226179, 229057

Mobile:

+919435031768

Name of the IQAC Co-ordinator:

Mrs Jutimoni Bordoloi (Upto Nov, 2015)
Dr. Amulya Kr. Saikia (Dec, 2015– present)

Mobile:

+919435356614

IQAC e-mail address:

MCIQAC@morancollege.ac.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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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/61/RAR/48 dated September 15, 2012.

1.5 Website address:

www.morancollege.ac.in

Web-link of the AQAR:

<http://www.morancollege.ac.in/AQAR2015-16.doc>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2015-16.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	73.05	4 Nov, 2004	3 Nov, 2009
2	2 nd Cycle	B	2.77	15 Sept, 2012	14 Sept, 2017
3	3 rd Cycle	N/A	N/A	N/A	N/A
4	4 th Cycle	N/A	N/A	N/A	N/A

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

08/01/2005

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

2015-16

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 2013-2014 submitted to NAAC on 24.12.2018
- ii. AQAR 2014-2015 submitted to NAAC on 24.12.2018
- iii. AQAR 2015-2016 submitted to NAAC on 24.12.2018
- iv. AQAR 2016-2017 submitted to NAAC on 24.12.2018

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 ☒

(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)

- Study Centre of KKHOU. The centre runs UG & PG Courses.
- Study centre of Distance Education under Dibrugarh University. The centre runs one PG course & six UG courses.

1.12 Name of the Affiliating University (for the Colleges)

Dibrugarh University

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

Autonomy by State/Central Govt. / University ☐ No ☐

University with Potential for Excellence	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	No	DST-FIST	No
UGC-Innovative PG programmes	No	Any other (<i>Specify</i>) (DBT Biotech Hub)	1
UGC-COP Programmes	No		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	00
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	00
2.8 No. of other External Experts	02
2.9 Total No. of members	13

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.	<input type="text" value="01"/>	Faculty	<input type="text" value="01"/>
Non-Teaching Staff	<input type="text"/>	Alumni	<input type="text"/>
Students	<input type="text"/>	Others	<input type="text"/>

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

If yes, mention the amount

N/A

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

N/A

2.14 Significant Activities and contributions made by IQAC

- Yearly academic calendar was prepared on the basis of the academic calendar prepared by Dibrugarh University.
- Use of Proctors in teaching Learning Process. Proctors are the advance students of the class who help other students to learn.
- Mentoring system for students to minimise drop out through personal counselling.
- IQAC has checked and certified the API score of the faculty members for their promotion under CAS.
- Encourage students to involve in NSS and other social and cultural activities of the college.

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
Academic Calendar for the session 2015-16	Execution of the Academic activities with good academic environment
Submission of data of All India Survey of Higher Education	Data of AISHE 2015-16 has been successfully uploaded and certificate received
Feedback from outgoing students	Feedback collected from 150 no of students.

Curriculum enrichment	<ul style="list-style-type: none"> ➤ Celebration of Independence Day on 15th August ➤ Celebration of Teachers day on 5th September ➤ Celebration of Gandhi Jayanti on 2nd Oct. ➤ Celebration of “HUDHAKANTHA DIVAS” on 5th November. ➤ Celebration of Republic Day on 26th Jan. ➤ Celebration of World Environment Day on 5th June.
Induction Programme for First Semester students	Induction Programme was organised for B.A/B.Sc first semester students to make them aware of different curricular and co-curricular activities of the college.
Applied for RUSA grant	Yet to be sanctioned by MHRD.

** 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

Approved by the Governing Body of the college

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	14	--	--	--
PG Diploma	05 01(PGDCA) 04(KKHSOU)	--	01	01
Advanced Diploma	---	--	--	--
Diploma	01(DCA)	--	--	01
Certificate	03 (01-CCA, 01-Creative writing, Assamese Dept, 01- KKHSOU)	--	--	03
Others	UG-06 (05- KKHSOU, 01-ODL) PG-03 (02- KKHSOU, 01-ODL) DIPLOMA- 03 (03- KKHSOU)	01(D.El.Ed)	--	04
Total	32			
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

The College has core options at the Under Graduate level in Assamese, Education, Economics, English, Geography, History, Philosophy, Pol. Science, Physics, Chemistry, Mathematics, Botany and Zoology. All these subjects are also available in Elective mode. In addition Computer Science and Tourism Travel and Management are available in the elective mode.

The Dibrugarh University does not allow CBCS.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	26
Trimester	03
Annual	03

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.

Revision was done by the affiliating university

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

None

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
46	14	29	0	03

2.2 No. of permanent faculty with Ph.D.

16

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	--	--	--	--	--	--	--	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	05	02
Presented papers	-	01	-
Resource Persons	-	-	-

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

- Use of students proctor (Proctors are advanced students of the class who helped the other students to learn)
- All the classrooms have well lit with natural lightening system.
- The college has made adequate arrangements for the parking of vehicles.
- The use of mobile phones in the campus is strictly prohibited for students and imposed fine if caught red handed.
- Use of plastic bags is discouraged in the campus.

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

181

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

1. The College conducts examination as per guideline of the University. Hence the College can introduce reform only in connection with Sessional Examination & Internal Assessment. The reforms brought in these areas are:
 - i. Objectives Question is asked through which the understanding of students are assured.
 - ii. Assignments are given in order to involve the students for through study of a topic.
 - iii. I. A. Marks are awarded on the basis of their overall performance.

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

75.5

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	126	0	39.7%	4%	0	43.7%
B.A.	398	0	20.6%	16.3%	3.3%	40.2%

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

IQAC contribute and monitor the teaching & learning process of the College through:

- IQAC provides Academic plan
- Feedback from the students,
- Meeting of HODs, teaching staffs etc.,
- The analysis of the performance of the students in the end semester examinations.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	01
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

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	22	04	0	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

Teachers are encouraged by our research cell to participate in various seminar, workshop, poster presentation etc and to publish research papers in various national and international Journals.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	N/A	N/A	N/A	N/A

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	N/A	N/A	N/A	N/A

3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	--	--
Non-Peer Review Journals	02	03	08
e-Journals	01	--	--
Conference proceedings	01	01	--

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	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects (other than compulsory by the University)	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	--	--	--	--

3.7 No. of books published i) With ISBN No.

0

Chapters in Edited Books

0

ii) Without ISBN No.

0

3.8 No. of University Departments receiving funds from

UGC-SAP

0

CAS

0

DST-FIST

0

DPE

0

DBT Scheme/funds

0

3.9 For colleges

Autonomy

0

CPE

0

DBT Star Scheme

0

INSPIRE

0

CE

0

Any Other (specify)

01

(DBT Biotech Hub)

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	N/A	N/A	N/A	N/A	N/A

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

01

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

N/A

From Management of University/College

N/A

Total

N/A

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	0	0	0	0	0	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	<input type="text" value="0"/>	State level	<input type="text" value="90"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.22 No. of students participated in NCC events:

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"/>

3.23 No. of Awards won in NSS:

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"/>

3.24 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="N/A"/>	College forum	<input type="text" value="N/A"/>
NCC	<input type="text" value="N/A"/>	NSS	<input type="text" value="02"/>
		Any other	<input type="text" value="N/A"/>

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

- Organise campus cleaning programme.
- Awareness programme for Ant ragging and sexual harassment.
- Celebration of World Environment Day.

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	19.3	0	UGC	19.3 (Acre)
Class rooms	83	0	0	83
Laboratories	10	0	0	10
Seminar Halls	02	0	0	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	0	0	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	3.82	College Fund	3.82
Others	0	0	0	0

4.2 Computerization of administration and library

- Computerization of Salary Account (COSA)
- Partial Automation of the Library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Rs)	No.	Value(Rs)	No.	Value (Rs)
Text Books	27296	4040377.30	1230	356998.15	28526	4397375.45
Reference Books	--	--	--	--	--	--
e-Books	3135000	N-list	--	--	--	--
Journals	12	9200	01	1865	13	11065
e-Journals	6000	N-list	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	3010 (Old Gramophone Records)	N/A	--	--	3010	--
	14 (Daily News Papers)	N/A	--	--	14	N/A
	05 (Magazine)	N/A	--	--	05	N/A

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	25	2	2	2	2	2	14	1
Added	7	4	0	0	0	1	2	0
Total	32	06	02	02	02	03	16	01

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

Internet facilities are provided to the office staff of the college.

4.6 Amount spent on maintenance in lakhs :

i) ICT

2.46

ii) Campus Infrastructure and facilities

8.48

iii) Equipments

1.71

iv) Others (Chemicals)

0.43

Total:

13.08

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC helps to directly involve the students' community in quality enhancement and sustenance practice. In the commencement of the every academic session, IQAC monitors the programs which are to be organised in the coming session under students support services. The IQAC also keep monitoring the quality of teaching-learning process.
- The Career counselling cell provides necessary information to students for their career development.
- Information related to curriculum, class routine, attendance, examination schedules and students union election are displayed in the College Notice Board.

5.2 Efforts made by the institution for tracking the progression

- The college keeps records of all internal and end examination through examination cell.
- Monitoring of the students progression in co-curricular activities and Extra Curricular activities were made.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1711	0	0	17

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women
	951	55	

No	%
777	45

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
370	90	182	1068	Nil	1710	173	66	161	1328	Nil	1728

Demand ratio 1:1.6

Dropout % 37.12

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- One hour workshop cum interaction programme on career consciousness was organized in the Department of Philosophy on 24.02.2016. The Counsellor was Mr Basundhara Pradhan of North-East Arch Educational Services Pvt. Ltd Guwahati.
- Four hour workshop cum skill development programme was conducted 04.03.2016 and Mr. Abhijit Kaushik Boruah A.G.M., Kaziranga University acted as resource person.
- Workshop on “Career Prospects” was organised on 29.04.16 by the cell. Two resource persons from Future Career Consultancy, Moranhat (Mr.V. Singh and Mr. Rajpal Singh) counsel with the students.
-

No. of students benefitted

350

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

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

State/ University level

58

National level

00

International level

00

No. of students participated in cultural events

State/ University level

06

National level

00

International level

00

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

Sports: State/ University level

00

National level

00

International level

00

Cultural: State/ University level

00

National level

00

International level

00

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	39	Rs 25,27,200
Financial support from other sources	5(from Teacher's Welfare Fund)	41000
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level

0

National level

0

International level

0

Exhibition: State/ University level

0

National level

0

International level

0

5.12 No. of social initiatives undertaken by the students

01

5.13 Major grievances of students (if any) redressed: 01

Criterion – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision:

To make it a rural institution of excellence, our vision has been to make the College a centre of excellence in the field of higher education through quality education which will create generations of students who will go out into the world with self confidence, ability & quality to face the challenges of life with commitment towards society and thereby will generate positive change in the society. In doing so, we also visualize our human resources to help expediting the march towards progress from the backward Condition.

Mission:

- To create morally and culturally strong human resources with skill and competencies who will be useful members of the society and be for the service of the nation.
- To provide opportunity for quality higher education to the deprived and marginalized section of the society in this area.
- To reduce the economic outflow in the form of students opting for admission in institutes outside the area and state.

6.2 Does the Institution has a management Information System

Manual administrative information systems are available.

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

6.3.1 Curriculum Development

Done by the University

6.3.2 Teaching and Learning

1. Students' seminar.
2. Learning through Educational Tours/ Fieldwork & Projects.
3. Class Tests.
4. Remedial classes.

6.3.3 Examination and Evaluation

1. Two sessional tests are conducted.
2. Student's feedback on evaluated answer scripts is obtained.
3. Internal assessments (I.A) are awarded to the students on the basis of sessional test, attendance, and home assignment/group.

6.3.4 Research and Development

- Project work is mandatory for some subjects which helps students to inculcate research attitude among the students.
- Research on Literature, Music & the Culture.
- Research on Ethno Botany.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Purchase of new text and reference books & Journals.
- Library related information is provided to the Students and Teachers.
- Most of the Departments maintain and runs a Departmental Library.
- Enhancement of lending of Books for Major Students.

6.3.6 Human Resource Management

- Career Counselling for students.
- The aim of the college is to make optimum use of the available human resources.

6.3.7 Faculty and Staff recruitment

Faculty recruitment is done as per Govt. of Assam and UGC regulations. Non Teaching staffs are recruited as per Govt. of Assam's Employment rules.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

An admission committee is formed under the chairmanship of the Principal to deal with all matters related to admission. Advertisements in connection with admission in various courses are made in a few regional newspapers for admission into any class/semester, admission forms are issued to the intending candidates for a specific period. After this, a date is fixed for admission on which Admission is given to the applicants present on that particular day. The admission procedure follows government guidelines and so while the merit list is prepared for admission, the college also reserves specific number of seats for reserved category students.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none">➤ Group Insurance.➤ Provident fund.➤ Child Care Leave for Women Teachers.
Non teaching	<ul style="list-style-type: none">➤ Group Insurance.➤ Provident Fund.
Students	<ul style="list-style-type: none">➤ Five Economically weak and meritorious students are given Financial Assistance from the College Teachers Unit Fund.

6.5 Total corpus fund generated

N/A

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

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

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

N/A

6.12 Activities and support from the Parent – Teacher Association

The college does not have an Established Parent-teacher Association. Parents are invited to the College at different functions. They are encouraged to associate themselves with the development & social activities of the College.

6.13 Development programmes for support staff

Nil

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

1. Plantation of flower plans and trees.
2. Minimise use of plastics.
3. Proper disposal of waste materials.
4. Tobacco, alcohol and other narcotic drugs are strictly prohibited in the institution.

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.

- Mentoring system for students.
- Students Feedback.
- Computerization of Salary Accounts.
- Salary disbursement through finassam.in.

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

- Construction of Girls Toilet completed.
- Toilet for KKHSOU students completed.
- Construction of Bridge to Zoology Department completed.
- Construction of Examination Office completed.

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

- Mentoring system for students.
- Participatory method in the working environment of the college.

7.4 Contribution to environmental awareness / protection

- Organized campus cleaning programme.
- Restriction of consumption of intoxicant substance within the campus.

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:

- Highly qualified and dedicated faculty.
- Students' friendly academic environment.
- Cordial relationship among teaching, non teaching and students.
- Career counselling cell.
- College is free from ragging.
- Hostel facilities for 88 girls' students.
- Large campus area.
- High enrolments of students every year and many of them are bright and meritorious.

Weakness:

- Number of regular /sanction posts in both teaching and non-teaching staff were lying vacant for last few years.
- Shortage of faculty and other office staffs in proportion to number of students.
- Laboratory as well as library facilities are not up to date.
- Insufficient hostel facility for boys' students.

Opportunities:

- College is well connected by road as well as railways.
- The college has good academic and sports infrastructure facilities (swimming pool, gym ,indoor stadium, play ground)


Threats:

- Salary burden of temporary teachers and non-teaching staff on managements.
- Limited flexibility in curriculum designing and framing due to University affiliation system.
- In spite of having heavy demand college is unable to start P.G course in regular mode.

8. Plans of institution for next year (2016-17)

- Renovation of the Auditorium.
- Installation of pure Drinking Water plant (Jal dhara).
- Renovation of the Roof of the old Arts Building.
- Installation of CCTV camera in all the classrooms, Corridor & Important places of the College.
- Construction of Boys' Common Room.
- Caseless transaction.
- Wifi facilities for entire college campus.
- Dry lab for Deptt. of Zoology.

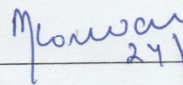
Name- Dr. Amulya Kr. Saikia

 24/12/2018

Signature of the Coordinator, IQAC

Dr. Amulya Kr. Saikia
Co-ordinator
I. Q. A. C.
MORAN COLLEGE
MORANHAT

Name- Dr. Mitali Konwar (Principal)

 24/12/18

Signature of the Chairperson, IQAC

Principal
MORAN COLLEGE
Moranhat

Abbreviation: N/A-Not Applicable

NA-Not Available

Annexure I

Moran College, Moranhat

ACADEMIC CALENDER (JULY,2015- JUNE,2016)

Month	Working Days	Total Teaching Days	Sundays	Holidays	College Exam	Activities
July		0	5,12,19,26	1 st -31 st : Sem break.	-	-
Aug	1,3,4,5,6,7,8,10,11, 12,13,14,17,18,19,20,2 1,22,24,25,26,27, 28,29,31	22	2,9,16,23, 30	15 th : Independence day..	24 th -27 th : 1 st Sessional exam.	1 st : Fresher's social. 10 th -11 th : Students' Union Election. 15 th : independence day celebration.
Sept	1,3,4,7,8,9,10,11,12,14 ,16,17,18,19,21,22,24, 26,28,29,30	21	6,13,20,27	2 nd : Madhabdev Tithi. 5 th : Janmastami. 15 th : Sankardev Tithi. 23 rd : Sankardev Janmutsav. 25 th : Id-Uz-Zuha.	-	5 th : Teachers' day celebration.
Oct	1,3,5,6,7,8,9,10,12, 13,14,15,16,17,19,24,2 7,28,29,30,31	21	4,11,18,25	2 nd : Gandhi Jayanti.. 18 th : Kati bihu. 20 th -23 rd : Durga puja. 26 th : Laxmi puja	12 th -17 th : 2 nd Sessional Exam.	2 nd : Gandhi Jayanti celebration.
Nov	2,3,4,5,6,7,9,11,12, 13,14,16,17,18,19,20,2 1,23,26,27,28,30	0	1,8,15,22, 29	10 th : Kali puja 24 th : Lachit Divas. 25 th : Guru Nanak birthday.	1 st -30 th : End semester exam.	5 th : Dr Bhupen Hazarika death anniversary.
Dec	-	0	6,13,20,27	1 st -31 st : End Semester Break.	-	28 th Dec, 2015 - 03 Jan,2016: College Week.
Jan	1,2,4,5,6,7,8,9,11,12,1 3,16,18,19,20,21,22,23 ,25,27,28,29,30	22	3,10,17,24, 31	14 th , 15 th : Magh Bihu. 26 th : Republic Day. 31 st : Me-Dum-Me-Phi	-	1 st , 2 nd & 3 rd : College Week. 26 th : Republic day celebration.
Feb	1,2,3,4,5,6,8,9,10,11,1 3,15,16,17,18,19,20,23 ,24,25,26,27,29	23	7,14,21,28	12 th : Saraswati puja. 22 nd : Bir Chilarai Divas.	10 th -13 th : 1 st Sessional.	12 th : Saraswati Puja celebration.
March	1,2,3,4,5,8,9,10,11, 12,14,15,16,17,18,19,2 1,22,24,26,28,29, 30,31	24	6,13,20,27	7 th : Sivaratri 23 th : Holi. 25 th : Good Friday.	-	-
April	1,2,4,5,6,7,8,9,11,12,1 8,19,20,21,22,23,25,26 ,27,28,29,30	22	3,10,17,24	13 th -16 th : Bohag bihu.	4 th -7 th : 2 nd Sessional starts.	-
May	2,3,4,5,6,7,9,10,11, 12,13,14,16,17,18,19,2 0,23,24,25,26,27, 28,30,31	0	1,8,15,22, 29	1 st : May day. 21 th : Buddha Purnima.	2 nd -31 st : End sem exam.	-
June	1,2,3,4,6,7,8,9,10,11,1 3,14,15,16,17,18,20,21 ,22,23,24,25,27, 28,29,30	26	5,12,19,26	-	-	5 th : World environment day. Start classes of odd sem.

						6 th -8 th : Admission for 1 st sem.
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