

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

## ANNUAL QUALITY ASSURANCE REPORT

**FOR THE PERIOD JULY 1, 2016 TO JUNE 30, 2017**

**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:

Dr. Amulya Kr. Saikia

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/AQAR2016-17.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

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

2016-17

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 KKHSOU. 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> )	01
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	02
2.5 No. of Alumni	02
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	15
2.10 No. of IQAC meetings held	02

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

- Yearly academic calendar was prepared on the basis of the academic calendar prepared by Dibrugarh University.
- 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 2016-17	Execution of the Academic activities with good academic environment
The Moran College CBCS Board is to be constituted for the academic session 2017-18.	The board is constituted on 07.04.2017
Submission of data of All India Survey of Higher Education	Data of AISHE 2016-17 has been successfully uploaded and certificate received
Curriculum Enrichment	Various value added programmes were organised to ensure holistic development of the students like: <ul style="list-style-type: none"><li>➤ Celebration of Independence Day (15<sup>th</sup> August).</li><li>➤ Celebration of Teachers' Day (5<sup>th</sup> September).</li><li>➤ Celebration of NSS Day (24<sup>th</sup> September).</li><li>➤ Celebration of Republic Day (26<sup>th</sup> January).</li><li>➤ Celebration of International Women's Day (8<sup>th</sup> March).</li><li>➤ Celebration of Environment Day (5<sup>th</sup> June).</li></ul>
Feedback from Students	Feedback was collected from outgoing Undergraduate Students.
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.
Encourage faculty members to pursue their Ph.D Work	➤ One of our faculty member from Department of Assamese has completed her Ph.D Work and award her degree from Dibrugarh University

Execution of works under RUSA, etc grant.	<ul style="list-style-type: none"> <li>• Renovated the Auditorium.</li> <li>• Installed the pure Drinking Water plant at the left side of the approached road (Jal dhara).</li> <li>• Renovated the Roof of the old Arts Building.</li> <li>• Installed the CCTV cameras in all the classrooms, Corridor &amp; Important places of the College.</li> <li>• Constructed the Boys' Common Room.</li> <li>• Installed Wifi facilities for entire college campus.</li> <li>• Installed a Dry lab in the Deptt. of Zoology.</li> </ul>
Career Advancement for faculty members	<ul style="list-style-type: none"> <li>• Screening of one faculty member (Department of Philosophy ) to place for promotion to higher grade through C.A.S.</li> </ul>

*\* Attach the Academic Calendar of the year as Annexure.*

2.16 Whether the AQAR was placed in statutory body      Yes ☒ No ☐  
Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Has been 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	<b>14</b>	--	--	--
PG Diploma	<b>05</b> (01-PGDCA, 04-KKHSOU)	--	--	--
Advanced Diploma	<b>01</b> (ADCA)	--	--	--
Diploma	<b>01</b> (DCA)	--	--	--
Certificate	<b>03</b> (01-CCA, 01-Creative writing, Assamese Deptt, 01-KKHSOU)	--	--	--
Others	<b>UG- 07</b> (06-KKHSOU, 01-ODL) <b>PG-11</b> (10-KKHSOU, 01-ODL) <b>DIPLOMA-02</b> (KKHSOU)	--	--	--
<b>Total</b>	44			
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	15

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
43	15	29	0	3

2.2 No. of permanent faculty with Ph.D.

14

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
--	04	--	--	--	--	--	--	--	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

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23

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	--	--
Presented papers	03	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

180

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

01

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2.10 Average percentage of attendance of students

75.6

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.A	441	00	16.32	15.87	8.84	41.04
B.Sc	156	00	36.53	14.74	00	51.28

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

- 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	05
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	05
Faculty exchange programme	00
Staff training conducted by the university	01
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	01

## 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	18	04	00	00
Technical Staff	00	00	00	00

## Criterion – III

### 3. Research, Consultancy and Extension

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

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	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

### 3.3 Details regarding minor projects

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

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	00	00
Non-Peer Review Journals	00	00	01
e-Journals	02	00	00
Conference proceedings	00	00	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	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 <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	Nil	Nil	Nil	Nil	Nil
	Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	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
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

N/A

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

JRF

--

SRF

--

Project Fellows

--

Any other

--

3.21 No. of students Participated in NSS events:

University level

00

State level

180

National level

00

International level

00

3.22 No. of students participated in NCC events:

University level

0

State level

0

National level

0

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

0

State level

0

National level

0

International level

0

### 3.25 No. of Extension activities organized

University forum	00	College forum	00	
NCC	00	NSS	02	Any other 00

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

- Organise campus cleaning programme.
- Awareness programme for Anti- ragging and sexual harassment.
- Celebration of World Environment Day on 05.06.2017.
- Plantation in the college campus.
- Celebration of World Health Day on 07.04.2017.

## 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 (Acre)	19.3	0	UGC	19.3
Class rooms	83	0	0	83
Laboratories	10	3	College fund	13
Seminar Halls	02	0	0	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	00	00	00	00
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0	--	20
Others	--	--	--	--

#### 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	No.	Value	No.	Value
Text Books	29669	4901906.15	637	265326	30306	5167232.15
Reference Books	--	--	--	--	--	--
e-Books	--	N-List	--	--	--	--
Journals	13	11065	--	--	13	11065
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	3010	--	--	--	--	--

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	50	01	02	01	01	03	13	
Added	70	01	11	01	--	06	--	
Total	120	02	13	02	01	09	13	

#### 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	00
ii) Campus Infrastructure and facilities	84.5
iii) Equipments	5.2
iv) Others	1.8
<b>Total:</b>	<b>38.00</b>

## 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

#### 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
1972	0	0	40

#### (b) No. of students outside the state

00

#### (c) No. of international students

00

No	%
1196	59.4

Men

Women

No	%
816	40.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
173	66	161	1328	Nil	1728	251	75	198	1488	Nil	2012

Demand ratio 1:2.1

Dropout % 35.25

#### 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

- A 3 hours workshop held on 16..7.2016 entitled “Job opportunity and training Programme” conducted by the authorised consultants- Jayanta Chutia, Ruhini Boruah, North-East Stock Market Training Institute, Dibrugarh. Another resource person Montu Sharma, Oil India Limited has delivered valuable speech on Job opportunity in the corporate sectors as well Govt. Sector.
- One and half hour workshop has been conducted on 27.08.2016 by N.S. classes, Dibrugarh on “Opportunity for future Bank and Govt Job”. Resource persons were Neelotpal Gogoi, Centre Director, Dibrugarh Branch, Shrota Sengupta, Faculty, Assam Gramin Bikash Bank, Ankhuman Sharma, Head Faculty, Dibrugarh, Deepjyoti Dihingia, Director, Moran Branch N.S. Classes.
- N.S classes, Moran Branch has conducted scholarship Examination for the semester students ( N.S Scholarship test 2016) for coaching in APSC, SSC, BANK and Govt. Jobs on 10.09.2016.
- Two hours counselling programme has been undertaken on 18.01.2017, by Mr. Khirud Kr. Saikia, Senior project officer, Admission and Marketing, Shimla University amongst the students of BA semester class.
- On 20<sup>th</sup> January 2017, ONGC Super 30, Sivasagar has conducted a screening test amongst the students of H.S 2<sup>nd</sup> year (Science) for free 11 months residential coaching under the sponsorship of ONGC.
- On 6<sup>th</sup> April 2017, a career counselling programme has been conducted by Mrinal Kr. Baruah, Asstt. Prof. Performing Arts department of Dibrugarh University. Along with the programme a competition on ‘Book Review’ has been instituted by the NGO ‘Darathi’.

No. of students benefitted

212

#### 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

- Talk on 'Sexual Harassment at workplace' organised by Moran College women's Studies Cell (MCWSC) on 8<sup>th</sup> March 2017 i Library Conference Hall, Moran College. Resource person was Dr. Birinchi Gogoi, M.B.B.S Gynaecologist.

## 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	Nil	
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  National level  International level

Exhibition: State/ University level  National level  International level

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

Nil

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.

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

### 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	No	No	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

N/A

6.12 Activities and support from the Parent – Teacher Association

Nil

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.

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

- Completed a foot bridge connecting from the main campus to the Zoology Department.
- Renovation of the auditorium completed.
- Installation of pure Drinking Water plant (Jal dhara) completed.
- Renovation of the Roof of the old Arts Building completed.
- Installation of CCTV camera in all the classrooms, departmental teacher's rooms, Corridor & Important places of the College completed.
- Construction of Boys' Common Room completed.
- Caseless transactions have been done.
- Wifi facilities for entire college campus installed.
- Construction of dry lab for Deptt. of Zoology completed.

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

- Maintenance of complete cleanliness as a best practice of the college.
- Participatory method in the working environment of the college

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

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:**

- A few 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 is situated in a well connected place.
- P.G in KKHSOU and in the distance learning mode.


**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**

1. A fishery committee is to constitute for the use of fishery fund sanctioned by the Govt of Assam.
2. Plan to adopt a village by NSS.
3. Construction of the college canteen.
4. Construction of a new conference hall attached to the Principal Office.
5. Renovation of the Library and corridor of the main building.
6. Renovation of the Vehicle parking place.
7. Parking place for students.
8. Shading of the Gallery in the swimming pool.
9. Construction of the boundary wall in southern side of the college.

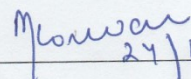
Name- Dr. Amulya Kr. Saikia

 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,2016- JUNE,2017)**

Month	Working Days	Total Teaching Days	Sundays	Holidays	College Exam	Activities
July		0	3,10,17,24,31	1 <sup>st</sup> -31 <sup>st</sup> : Sem break.	-	-
Aug	1,2,3,4,5,6,8,9,10,11,12,13,16,17,18,19,20,23,24,26,27,29,30,31	23	7,14,21,28	15 <sup>th</sup> : Independence day. 22 <sup>nd</sup> : Madhabdev Tithi. 25 <sup>th</sup> : Janmastami	8 <sup>th</sup> -11 <sup>th</sup> : 1 <sup>st</sup> Sessional exam.	1 <sup>st</sup> : Fresher's social. 15 <sup>th</sup> : independence day celebration. 20 <sup>th</sup> & 22 <sup>nd</sup> : Students' Union election.
Sept	1,2,3,5,6,7,8,9,10,12,13,14,15,16,17,19,20,21,22,23,24,26,27,28,29,30	26	4,11,18,25	3 <sup>rd</sup> : Sankardev Tithi. 12 <sup>th</sup> : Id-Uz-Zuha.	-	5 <sup>th</sup> : Teachers' day celebration.
Oct	1,3,4,5,6,7,12,13,14,18,20,21,22,24,25,26,27,28,29,31	20	2,9,16,23,30	2 <sup>nd</sup> : Gandhi Jayanti. 8 <sup>th</sup> -10 <sup>th</sup> : Durga puja. 11 <sup>th</sup> : Sankardev Janmutsav 15 <sup>th</sup> : Laxmi puja. 17 <sup>th</sup> : Kati bihu. 19 <sup>th</sup> : Dewali.	3 <sup>rd</sup> -6 <sup>th</sup> : 2 <sup>nd</sup> Sessional Exam.	2 <sup>nd</sup> : Gandhi Jayanti celebration.
Nov	1,2,3,4,5,7,8,9,10,11,12,14,15,16,17,18,19,21,22,23,24,25,26,28,29,30	00	6,13,20,27	14 <sup>th</sup> : Guru Nanak Birthday 24 <sup>th</sup> : Lachit Divas.	1 <sup>st</sup> -30 <sup>th</sup> : End semester exam.	5 <sup>th</sup> : Dr Bhupen Hazarika death anniversary.
Dec	-	00	4,11,18,25	1 <sup>st</sup> -31 <sup>st</sup> : End Semester Break.	-	-
Jan	2,4,5,6,7,9,10,11,12,16,17,18,19,20,21,23,24,25,27,28,30	16	1,8,15,22,29	13 <sup>th</sup> & 14 <sup>th</sup> : Magh Bihu. 26 <sup>th</sup> : Republic day. 31 <sup>st</sup> : Me-Dum-Me Phi	-	6 <sup>th</sup> -11 <sup>th</sup> : College week. 26 <sup>th</sup> : Republic day celebration.
Feb	2,3,4,6,7,8,9,10,11,13,14,15,16,17,18,20,21,22,23,24,25,27,28	23	5,12,19,26	1 <sup>st</sup> : Saraswati Puja	..... 1 <sup>st</sup> Sessional exam.	1 <sup>st</sup> Saraswati Puja celebration
March	2,3,4,6,7,8,9,10,11,13,14,15,16,17,18,20,21,22,23,24,25,27,28,29,30,31	26	5,12,19,26	12 <sup>th</sup> : Holi, doljatra	-	-
April	3,4,5,6,7,8,10,11,12,17,18,19,20,21,22,24	21	2,9,16,23,30	13 <sup>th</sup> -16 <sup>th</sup> : Bohag Bihu & Good Friday	5 <sup>th</sup> -8 <sup>th</sup> : Second	-

	,25,26,27,28,29				Sessional Exam	
May	2,3,4,5,6,8,9,11,12,13,15,16,17,18,19,20,22,23,24,25,26,27,29,30,31	00	7,14,21,28	1 <sup>st</sup> : May day 10 <sup>th</sup> : Buddha Purnima	2 <sup>nd</sup> -31 <sup>st</sup> : End semester Exam, study leave.	-
June	1,2,3,5,6,7,8,9,10,12,13,14,15,16,17,19,20,21,22,23,24,27,28,29,30	25	4,11,18,25	26 <sup>th</sup> : Id-UI-Fitre	-	5 <sup>th</sup> : World Environment day, .....: Admission for 1 <sup>st</sup> semester. 3 <sup>rd</sup> & 5 <sup>th</sup> semester classes Starts