INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNUAL QUALITY ASSURANCE REPORT

FOR THE PERIOD JULY 1, 2017 TO JUNE 30, 2018
OF
MORAN COLLEGE
MORANHAT- 785670, ASSAM, INDIA

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

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

SUBMITTED TO

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

FOR THE PERIOD JULY 1, 2017 TO JUNE 30, 2018

Part – A

1. 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

> collegemoran@gmail.com
> moran.college@rediffmail.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)*

ASCOGN11988

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/files/AQAR%202017-18.pdf

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	1st Cycle	B	73.05	4 Nov,2004	3 Nov, 2009
2	2nd Cycle	B	2.77	15 Sept, 2012	14 Sept, 2017
3	3rd Cycle	N/A	N/A	N/A	N/A
4	4th 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)*

2017-18

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

  i.   AQAR 2013-2014 submitted to NAAC on 09.01.2019
  ii. AQAR 2014-2015 submitted to NAAC on 09.01.2019
  iii. AQAR 2015-2016 submitted to NAAC on 09.01.2019
  iv. AQAR 2016-2017 submitted to NAAC on 09.01.2019
  v.   AQAR 2017-2018 submitted to NAAC on 09.01.2019

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 (*Specify*)   00

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. | 02 | Faculty | 01 |

Non-Teaching Staff | 00 | Students | 00 | Alumni | 01 | Others | 00 |

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. | 00 | International | | National | | State | | Institution Level | 00 |

(ii) Themes | N/A |

2.14 Significant Activities and contributions made by IQAC

> *   AQARs for the last four years are prepared.
> *   Induction programme for newly admitted students were organised.
> *   IQAC has checked and certified the API score of the faculty members for their promotion under CAS.

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 2017-18	Execution of the Academic activities with good academic environment.
Submission of data of All India Survey of Higher Education	Data of AISHE 2017-18 is under process.
Curriculum Enrichment	Various value added programmes were organised to ensure holistic development of the students like: ➢ Celebration of Independence Day (15th August). ➢ Celebration of Teachers' Day (5th September). ➢ Celebration of NSS Day (24th September). ➢ Celebration of Republic Day (26th January). ➢ Celebration of International Women's Day (8th March). ➢ Celebration of Earth Day (23nd April) ➢ Celebration of Environment Day (5th June). ➢ Celebration of Child Protecting Day (4th March)
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	➢ Three of our faculty member from Department of English, Assamese and Economics have completed their Ph.D Works and awarded the degree from Dibrugarh University and Gauhati University.

Execution of works under RUSA, etc grant.	• Extension of the courtyard using paver's block. • Installation of the ceiling of the five large classrooms. • Installed the CCTV cameras in some departments. • Construction of a new canteen is in progress. • Lightening of the college campus. • Construction of a new classroom building under RUSA grant.
Career Advancement for faculty members	• Screening of three faculty members to place for promotion to higher grade through C.A.S.

* Attach the Academic Calendar of the year as Annexure-I

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

1. 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	**01**(ADCA)	--	--	--
Diploma	**01**(DCA)	--	--	01
Certificate	**03** (01-CCA, 01-Creative writing, Assamese Deptt, 01-KKHSOU)	--	--	03
Others	**UG- 07** (06-KKHSOU, 01-ODL) **PG-11** (10-KKHSOU, 01-ODL) **DIPLOMA-02** (KKHSOU)	--	--	04
Total	44	00	01	09

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.

(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) ☐

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	18	25	0	3

2.2 No. of permanent faculty with Ph.D.   18

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
05	03	--	--	--	--	--	--	05	03

2.4 No. of Guest and Visiting faculty and Temporary faculty   --   --   23

2.5 Faculty participation in conferences and symposia:

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

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

2.10 Average percentage of attendance of students

76.4

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	501	00	18	11	35.7	64.67
B.Sc	195	00	32.3	12.3	29.2	74.36

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

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

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	01	03
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	03	00	00
Non-Peer Review Journals	00	00	00
e-Journals	00	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 *(other than compulsory by the University)*	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. [00]   Chapters in Edited Books [00]

ii) Without ISBN No. [00]

3.8 No. of University Departments receiving funds from

UGC-SAP [N/A]   CAS [N/A]   DST-FIST [N/A]

DPE [N/A]   DBT Scheme/funds [N/A]

3.9 For colleges   Autonomy [00]   CPE [00]   DBT Star Scheme [00]

INSPIRE [00]   CE [00]   Any Other (specify) [00]

3.10 Revenue generated through consultancy   [N/A]

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   [01]

3.13 No. of collaborations   International [00]   National [00]   Any other [00]

3.14 No. of linkages created during this year   [00]

3.15 Total budget for research for current year in lakhs :

From funding agency [Nil]   From Management of University/College [Nil]

Total [Nil]

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 | 0 |
    and students registered under them | 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 | 24 | State level | 00 |
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 | 01 | 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 05.06.2018.

- Plantation in the college campus.

- Celebration of World Health Day on 07.04.2018.

- Adoption of a village by the College through NSS.

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	13	0	College fund	13
Seminar Halls	02	0	0	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	25 Computers	College fund	3970705/-
Value of the equipment purchased during the year (Rs. in Lakhs)	0	7.67	--	7.67
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	30306	5167232.15	898	315206	31204	5482438.15
Reference Books	--	--	--	--	--	--
e-Books	--	N-List	--	--	--	--
Journals	13	11065	--	--	13	11065
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	3010	--	--	--	3010	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	120	02	13	02	01	09	16	--
Added	--	--	--	--	--	--	--	01
Total	120	02	13	02	01	09	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, library and the all departments of the college.

4.6 Amount spent on maintenance in Lakhs:

i) ICT

39.7

ii) Campus Infrastructure and facilities

58.2

iii) Equipments

4.81

iv) Others

15.29

Total:

118

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC directly involves 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
2036	0	0	56

(b) No. of students outside the state

| 00 |

(c) No. of international students

| 00 |

Men

No	%
1224	58.5

Women

No	%
868	41.5

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
251	75	198	1488	Nil	2012	530	149	161	1251	01	2092

Demand ratio | 1:2.7 | Dropout % | 35.37 |

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

| Nil |

No. of students benefitted | 00 |

5.7 Details of campus placement

On campus			Off Campus
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 60   National level 00   International level 00

No. of students participated in cultural events

State/ University level 12   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 05   National level 0   International level 01

Cultural: State/ University level 00   National level 0   International level 0

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 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

| No |

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. Class Tests.
> 3. Learning through Educational Tours/ Fieldwork & Projects.

6.3.3 Examination and Evaluation

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

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	➢ Group Insurance. ➢ Provident fund. ➢ Child Care Leave for Women Teachers.
Non teaching	➢ Group Insurance. ➢ Provident Fund.
Students	➢ 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	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

Nil

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

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

1. A fishery committee is to constituted and well functioning.
2. Adopt a village by NSS.
3. Construction of the college canteen completed.
4. Construction of a new conference hall attached to the Principal Office completed.
5. The Library and corridor of the main building have been renovated.
6. A Vehicle parking place is prepared.
7. Parking place for students partially completed.
8. Shading of the Gallery in the swimming pool completed.
9. Construction of the boundary wall in southern side of the college 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.

7.4 Contribution to environmental awareness / protection

> ➢ Organized campus cleaning programme.
> ➢ Restriction of consumption of intoxicant substance within the campus.
> ➢ Organized field tour to study the bio-diversity.
> ➢ Placements of dustbins in 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 both boys and girls students.
> ➢ Large campus area.
> ➢ High enrolments of students every year and many of them are bright and meritorious.

Weakness:

> ➢ 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.
> ➢ Salary burden for non-sanction teaching and non-teaching staff.

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.
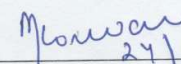> ➢ There are a big indoor, outdoor stadium and swimming pool in the college campus.

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**

* Plan to renovation of the college buildings.
* Have a plan to construct a new students' union office.
* Plan to construct an open stage.
* An Arts faculty classroom will be constructed at the south-western side near the newly constructed building (under RUSA grant).
* To construct online examination centre.
* Construction of urinals at the new arts building.
* Renovation of the Urinal in the teachers' common room.
* Renovation of the teachers' common room.
* Construction of a new IQAC office with full amenities.

Name- Dr. Amulya Kr. Saikia

Name- Dr. Mitali Konwar (Principal)

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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

Principal
MORAN COLLEGE
Moranhat

_____***_____

**Abbreviation**: N/A- Not Applicable

NA- _Not Available_

Part C,

Annexure I

Academic Calender-2017-18

Month	Working Days	Total Teaching Days	Sundays	Holidays	College Exam	Activities
July		0	2,9,16,23,30	1st -31st: Sem break.	-	-
Aug	1,2,3,4,5,7,8,9,10,11, 12,14,16,17,18,19,21 ,22,24,26,28,29, 30, 31.	24	6,13,20,27	15th: Independence day. 23nd : Sankardeva Tithi. 25th : Janmastami	28th -31th: 1st Sessional exam.	2nd : Fresher's social. 15th : independence day celebration.
Sept	1,2,4,5,6,7,8,9,11,12, 14,15,16,18,19,20,21 ,22,23,26.	20	3,10,17,24	10th: Madhabdev Tithi. 13th : Janmastami. 25th : Id-Ul-Zuha. 27th,28th & 29th: Durga Puja. 30th : Janmutsav of Sankardeva	-	5th: Teachers' day celebration.
Oct	3,4,6,7,9,10,11,12,13 ,14,16,17,20,21,23, 24,25,26,27,28,30,31	22	1,8,15,22, 29	2nd :Gandhi Jayanti. 5th:Laxmi puja. 18th: Kati bihu. 19th:Dewali.	3rd-7th: Second Sessional Exam.	2nd: Gandhi Jayanti celebration.
Nov	1,2,3,6,7,8,9,10,11, 13,14,15,16,17,18,20 ,21,22,23,25,27,28, 29,30.	00	5,12,19,26	4th: Guru Nanak Birthday 24th : Lachit Divas.	1st-30th: End semester exam.	5th : Dr Bhupen Hazarika death anniversary.
Dec	-	00	3,10,17,24, 31	1st-31st: End Semester Break.	--	--
Jan	1,2,3,4,5,6,8,9,10,11, 12,16,17,18,19,20,23 ,24,25,27,29,30	22	7,14,21,28	13th-15th : Magh Bihu. 22nd : Saraswati Puja. 26th: Republic day. 31st : Me-Dum-Me Phi & Bir Chilarai Divas	--	Even semester classess starts. 22nd: Saraswati Puja celebration 26th : Republic day celebration.
Feb	1,2,3,5,6,7,8,9,10,12, 13,14,15,16,17,19,20 ,21,22,23,24,26,27, 28.	19	4,11,18,25	-	16th-23rd : 1st Sessional exam.	6th-11th : College week.
March	2,3,5,6,7,8,9,10,12, 13,14,15,16,17,19,20 ,21,22,23,24,26,27, 28,29,31.	25	4,11,18,25	1st : Holi, Dol-jatra 30th : Good Friday.	--	--
April	2,3,4,5,6,7,9,10,11, 12,17,18,19,20,21,23 ,24,25,26,27,28.	21	1,8,15,22, 29	13th-16th: Bohag Bihu. 30th :Buddha Purnima	2nd-5th : Second Sessional Exam	23rd : World Earth day observed
May	2,3,4,5,7,8,9,10,11, 12,14,15,16,17,18,19 ,21,22,23,24,25,26, 28,29,30,31	02	6,13,20,27	1st: May day	2nd-29th : End semester Exam.	--

June	1,2,4,5,6,7,8,9,11,12, 13,14,15,18,19,20,21 ,22,23,25,26,27,28, 29,30	25	3,10,17,24	16th : Id-Ul-Fitre	-	5th:World Environment day, 11th- 14th: Admission for 1st semester. 3rd & 5th semester classes Starts. 28th: Fresher's Social.