

# MARIANI COLLEGE: : MARIANI



## Annual Quality Assurance Report (AQAR) 2012-13

## 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

**AQAR for the year**

2012-13

#### 1. Details of the Institution

1.1 Name of the Institution

MARIANI COLLEGE

1.2 Address Line 1

P.O. MARIANI

Address Line 2

PIN- 785634, JORHAT.

City/Town

JORHAT

State

ASSAM

Pin Code

785634

Institution e-mail address

[marianicollege@yahoo.co.in/](mailto:marianicollege@yahoo.co.in/)  
marianicollege@gmail.com

Contact Nos.

03771-242118 (0), 03771-  
244525(Fax), 09435051117

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

**OR**

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)

1.5 Website address:

Web-link of the AQAR:

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

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C <sup>+</sup>	63.15	2004	5Years.
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

2008

1.8 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 \_\_\_\_\_ Nil \_\_\_\_\_ (DD/MM/YYYY)  
 ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

### 1.9 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

#### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

#### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held : Two meetings held in the period 2012-13

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

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
1. Faculty improvement plan is emphasised in consultation with the authority. 2. Additional class for the students.	1. Research consultancy and extension activities have become intense. 2. It will enhance the scope of employment opportunity for the students.

\* 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

1. Necessary advice and suggestion for rectification are the preliminary action taken by the management.
2. Takes necessary action for enhancement of co-curricular and extracurricular activities.

## 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
Ph.D				
PG				
UG	02 Nos.	Nil	Proposed one Programme	2 Nos.
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	2 Nos.	---	1 Nos.	2 Nos.

Interdisciplinary	Environmental Studies	--	---	--
Innovative	---	----	---	---

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



Pattern	Number of programmes
Semester	3 (Three) in B.A.; B.Sc. and B.Com.
Trimester	---
Annual	-----

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.

No revision is made in the syllabi prescribed by the University. Updates are given in form of field work, excursion & symposium.
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1.5 Any new Department/Centre introduced during the year. If yes, give details.

Proposal placed to open departments on Sociology, BSW and a few centres for short term certificate courses.
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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	03	20	38	--	--

2.2 No. of permanent faculty with Ph.D.

06
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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
20	02	38	02	--	--	--	--	58	04

2.4 No. of Guest and Visiting faculty and Temporary faculty 

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12
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12
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	02	02
Presented	03	02	01
Resource Persons	01	--	--

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

Remedial classes are provided as per need base; Teachers are given directives to rectify mistakes and necessary advices are also given to justify weaknesses on the basis of analysis made on students feedbacks.

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

250
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) 

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

01	02	--
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2.10 Average percentage of attendance of students 

72%
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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.	143	05	10	25	40	56%
B.Sc.	31	--	08	--	12	65%
B.Com.	49	01	09	--	43	88%

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	--
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	01
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	03	--	07
Technical Staff	--	--	--	01

### Criterion – III

#### 3. Research, Consultancy and Extension

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

1. Teachers are provided necessary support in their research activities.

##### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	02	1,45,000/-	
Outlay in Rs. Lakhs				

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	--	1,50,000/-	Submitted
Outlay in Rs. Lakhs			1,50,000/-	Submitted

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	01	--
Non-Peer Review Journals	16	07	4
e-Journals	02	--	2
Conference proceedings			5

##### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

##### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects ( <i>other than compulsory by the University</i> )				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	2
Sponsoring agencies	-	-	-	-	College

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS: Nil

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

1. Attended Seminar as guest lecturer in number of occasion by the teacher.

## 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	3.50 hectare	Nil	--	3.50 hectare
Class rooms	46	--	UGC	--
Laboratories	05	--	UGC	--
Seminar Halls	01	--	UGC	--
No. of important equipments purchased ( 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	---	--	--	--

#### 4.2 Computerization of administration and library

Partly computerised

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8,000	26,78,900/-	260	81,000/-	8,260	27,59,900/-
Reference Books	1460	8,00,000/-	06	3,000/-	1466	8,3000/-
e-Books	-	-	-	-	-	-
Journals	87	22,000/-	01	123/-	88	22,123/-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-



#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	16	01	02	--	--	01	12	03
Added	--	--	--	--	--	--	--	--
Total	16	01	02	--	--	01	12	03

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

Yes
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#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	2.1
ii) Campus Infrastructure and facilities	15
iii) Equipments	04
iv) Others	09
<b>Total:</b>	30.10 Lakhs.

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC scans the process of grievance redressal, student feedback, general meeting of teacher-students with provision of direct interaction & meeting with students on updates about academic curricular.

#### 5.2 Efforts made by the institution for tracking the progression

1. IQAC Organises General Meeting of the students once in a year in Co-operation of Students' Union to make them aware about their rights and duties.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
466			

(b) No. of students outside the state

10

(c) No. of international students

Nil

No	%
211	45

 Men

No	%
255	55

 Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
255	07	10	144	--	416	264	09	08	183	02	466

Demand ratio

Dropout % Nil

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

Free Training Programme for ST/SC/OBC/MOBC/MINORITY students to develop their skills to help them to appear in competitive examinations.

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

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

#### 5.6 Details of student counselling and career guidance

In campus counselling is organized every year.

No. of students benefitted

#### 5.7 Details of campus placement: Campus placement provision is not feasible yet.

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

#### 5.8 Details of gender sensitization programmes

1. The female members of the Students Union and female members of NCC and NSS organise events from time to time to sensitize the students about its importance.

## 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	35%	45,000/-
Financial support from government	60%	2,50,000/-
Financial support from other sources		
Number of students who received International/ National recognitions		

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed :02

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision:** To groom up the institution as a centre of excellence in under –graduate education keeping in mind the locality’s need and aspiration.

**Mission:** To achieve enrichment in quality of teaching and other corollary activities.

6.2 Does the Institution has a management Information System

Yes.

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

6.3.1 Curriculum Development

Participated in curricular development programme organized by University.

6.3.2 Teaching and Learning

1) Students feedback; 2) Seminar & Symposium for students; 3) Training courses on faculty improvement

6.3.3 Examination and Evaluation

Internal examinations, Internal assessment through group discussion, seminar, assignment, field study etc

6.3.4 Research and Development

Interested Teachers are provided with all necessary support.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1) Every year new Books are added
- 2) Provision of digital class room
- 3) Video conference.
- 4) Internet facility

6.3.6 Human Resource Management

No such management plan is developed yet.

6.3.7 Faculty and Staff recruitment

Recruited as per need and demand.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

1. Admission is made on the basis of merit
2. Reservation for student admission is maintained as per government directives.

6.4 Welfare schemes for

:

Teaching	Day Care Centre, Recreation Centre, Refreshment
Non teaching	Day Care centre, Recreation Centre, Refreshment
Students	Gym, Yoga Centre, students aid fund; insurance etc

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

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

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

6.8 Does the University/ Autonomous College declares 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?

As per University norms.

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

Internal assessment, Practical examinations, field study and educational tour

6.11 Activities and support from the Alumni Association

1. Periodic sitting of Alumni is held to assess the academic and administrative activities and achievements of the college.
2. It also provides financial help for infrastructure development.

6.12 Activities and support from the Parent – Teacher Association

Parents' meetings are organized at a regular interval, teachers association has a strong support in all spheres of development of the college.

### 6.13 Development programmes for support staff

Under consideration.

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

1. Establishment of Botanical Garden having a good collection of medicinal plants
2. Intensive campus plantation
3. The institution declared Tobacco Free Zone.

## 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.

1. Computerization of teaching –learning process
2. Internet facilities extended to all departments

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

1. Purchase of Laboratory equipments & Library Books.
2. Completion of four more ICT based classrooms.
3. Completion of Safe Drinking Water Project.

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

1. Seminar & Workshop are organized to create Environmental awareness among students.
2. Participated in various environmental related programmes as resource person from the faculty members.

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

7.4 Contribution to environmental awareness / protection

1. Seminar & Workshop are organized to create Environmental awareness among students.
2. Participated in various environmental related programmes as resource person from the faculty members.



7.5 Whether environmental audit was conducted? Yes  No

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

1. The college authority has taken initiative to introduce a centre for distance learning.
2. Attempts has been made to open few certificate courses on vocational subject.

**8. Plans of institution for next year**

1. Construction of an integrated laboratory building for the departments of Physics, Chemistry, Botany & Zoology
2. Construction of composite outdoor stadium

Name: . Sanjib Kumar Adhyapak

Name: DR. HAREN SAIKIA (Principal)

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Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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