

# College of Education, Nagaon

## 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 (for example 2013-14)**

2015-2016

#### I. Details of the Institution

1.1 Name of the Institution

College of Education Nagaon

1.2 Address Line 1

S.M. Road

Address Line 2

Panigaon

City/Town

Nagaon

State

Assam

Pin Code

782003

Institution e-mail address

collofedu@yahoo.com

Contact Nos.

9864922890/ 03672 232136

Name of the Head of the Institution:

Dr.Manoshikha Baruah

Tel. No. with STD Code:

03672 232136

Mobile:

9864922890

Name of the IQAC Co-ordinator:

Sewali Borah

Mobile:

9085988681

IQAC e-mail address:

collofedu@yahoo.com

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)

EC(SC)/04/A&A/75

1.5 Website address:

www.collegeofeducation.co.in

Web-link of the AQAR:

collofedu@yahoo.com

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	2.65	2014	2019
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

05/08/2010

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 \_\_\_\_\_ (DD/MM/YYYY)4  
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) D.El.Ed. (Under KKHOU)

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

Gauhati University

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

6

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

2

2.7 No. of Employers/ Industrialists

2

2.8 No. of other External Experts

2

2.9 Total No. of members

19

2.10 No. of IQAC meetings held 5

2.11 No. of meetings with various stakeholders: No. Faculty  
Non-Teaching Staff Students 1 Alumni 6 Others 2  
1 1 2

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. 1 International ☐ National ☒ State ☐ Institution Level 3

(ii) Themes

Hydroponic, Art and craft

2.14 Significant Activities and contributions made by IQAC

Organizing national workshop, Community works

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
Community works	Successfully conducted

\* 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

Suggestions for new work, coverage of more aspects for quality enhancement.

## 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	1		1	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>				
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	1

##### 1.3 Feedback from stakeholders\*

Students

☒

Alumni

☒

Parents

☒

Employers

☒

##### (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 of syllabus; duration of course increases from one year to two years

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

Music, art & craft, physical education departments are newly created
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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
16				

2.2 No. of permanent faculty with Ph.D.

1
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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

2.4 No. of Guest and Visiting faculty and Temporary faculty

2
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers			
Resource Persons			9

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

Psychological laboratory practical works, workshop on self learning process
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2.7 Total No. of actual teaching days during this academic year

247
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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)

Double valuation
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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

☒		
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## 2.10 Average percentage of attendance of students

95%

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.Ed.	92		41.30	46.73		

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

Conducting internal examinations, feedback taken from the students, class supervision by the management.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	5
Staff training conducted by the university	4
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	
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	6			
Technical Staff				



## Criterion – III

### 3. Research, Consultancy and Extension

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

Publication of research papers by the faculty members in different national & international journals, formation of research committee for promoting research climate.

#### 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	6	6	
Non-Peer Review Journals			
e-Journals	1		
Conference proceedings			

#### 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 (other than compulsory by the University)				
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					
Sponsoring agencies		1			1

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
4	4					

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:

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	<input type="text"/>	College forum	<input checked="" type="checkbox"/>
NCC	<input type="text"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

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

- Prohibition of alcoholism
- Cleanliness programme

## 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	2675 sq.m.			
Class rooms	6	3		
Laboratories	3	1		
Seminar Halls	1	2		
No. of important equipments purchased ( $\geq$ 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

Yes
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2899		65		2964	
Reference Books	1542		12		1554	
e-Books						
Journals	10		2		12	
e-Journals						
Digital Database						
CD & Video	17		8		25	
Others (specify)	4 News papers				4	

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	20	1	Yes					
Added								
Total								

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

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

i) ICT	0.25
ii) Campus Infrastructure and facilities	11.00
iii) Equipments	0.10
iv) Others	0.25

**Total :** 11.60

## Criterion – V

### 5. Student Support and Progression

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

Motivational talk, popular talk

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

Organization of various activities, feedback

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

UG	PG	Ph. D.	Others
100			

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

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

Men	No	%

Women

No	%

Last Year 2014						This Year 2015					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
56	7	5	32		100	53	9	2	36		100

Demand ratio

Dropout %

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

No

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 session 2014-15, all the students (100) are divided into 10 units under the supervision of one teacher educators for each. Every teacher educators have properly guided the student teachers in conducting research work and tried to provide guidance in vocational and personal aspect of student teachers.

No. of students benefitted

80

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

5.8 Details of gender sensitization programmes

Organising talk on different issues related to gender bias

5.9 Students Activities

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

State/ University level

✓

National level

International level

No. of students participated in cultural events

State/ University level ☒ National level ☐ International level ☐

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

Sports : State/ University level ☐ National level ☐ International level ☐

Cultural: State/ University level ☐ National level ☐ International level ☐

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		
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: \_The cell received the complaints like complaint about improvement of the canteen, complaint related to internal examination etc. The members of the cell discussed the grievances with trainees and forwarded their suggestions to the college authority and authority took measures to redress their grievances

## Criterion – VI

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

6.1 State the Vision and Mission of the institution



Vision – To enhance the quality in education. Mission – To produce nation builders; To inculcate human values; To make them familiar with ICT based teaching; To develop the attitude and efficiency for being a member of global society.

## 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

### 6.3.2 Teaching and Learning

Self learning, role playing and micro teaching

### 6.3.3 Examination and Evaluation

Total four internal examinations conducted by the institution in one year, conducting group discussion and sudden class test.

### 6.3.4 Research and Development

Research committee formed ; Publication of research papers in different international and national journals.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Book bank service, perchage of new books, perchage of computers for ICT lab, construction of new building.

### 6.3.6 Human Resource Management

Co-operative approach of the teacher educators and smooth relationship among student teachers, teacher educators and administrative staff

6.3.7 Faculty and Staff recruitment

8
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6.3.8 Industry Interaction / Collaboration

No
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6.3.9 Admission of Students

Merit basis/ completely based on entrance examination.
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6.4 Welfare schemes for

Teaching	yes
Non teaching	yes
Students	

6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done

Yes

✓
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No

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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

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No

✓
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For PG Programmes

Yes

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No

✓
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6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Efforts have been made for timely declaration of the final results.

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

No

6.11 Activities and support from the Alumni Association

Health check up programme for trainees and community members, maintaining of college garden

6.12 Activities and support from the Parent – Teacher Association

Organizing meeting for the development of students and the institution e.g. donating books by parents

6.13 Development programmes for support staff

Provide opportunities for computer training for the office staff

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

Tree plantation, garbage free environment

## **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.

Yoga and meditation programme

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

Sucessfully conducted the programmes decided upon at the beginning of the year on different community works. Measures have been taken for solving the particular problems.

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

- Yoga and meditation
- Simulation or role playing

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

7.4 Contribution to environmental awareness / protection

Organization of national workshop on hydroponic

7.5 Whether environmental audit was conducted?      Yes ☐      No ☒

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

Nil

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

Introducing M.Ed.

Name : Sewali Borah

Name : Dr. Manoshikha Baruah



\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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