

INTERNAL QUALITY ASSURANCE CELL

AQAR – (2011-2012)

1. Kindly provide the details of the institution

Name of Institution:

Sibsagar Girls' College

Year of Establishment of the Institution:

1964

Address Line 1:

Near Siva Dol, Sivasagar Town

Address Line 2:

P.O.-Sivasagar

City/Town:

Sivasagar

State:

Assam

Postal Code:

785640

Email Address:

sibsagargirlscollege@gmail.com

**2. NAAC Accreditation/ Reaccreditation Details
Year of Accreditation/ Reaccreditation:**

2004/2010

Current Grade:

B

CGPA:

2.75

3. Institutional Status

4. Contact Person Details

**Contact Person Details Name of
Head of Institution:**

Dr.H.K.Phukan

Contact Phone:

03772-232778

Email:

principalsgc@yahoo.co.in

Website URL:

www.sibsagargirlscollege.org

Name of IQAC Co-ordinator

& Abhijit Borpujari

Email:

34@rediffmail.com

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Number of academic programmes existing (Enter a number; 0 for nil) Undergraduate (BA/B.Sc./B.Com etc.)

2

Post Graduate (MA/M.Sc./M.Com etc.)	0
Research Programmes (M.Phil/P.hD)	0
Certificate Programmes	7
Professional Programmes (B. Tech/M.Tech/B. Ed/M. Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	6
Other value added programmes	1
Any other programme offered (Specify)	2

6. Details on Programme Development (Enter a number; 0 for nil)

Details on Programme Development (Enter a number; 0 for nil) New programmes added during the year	3
New programmes designed	1
Programmes under revision	2
Interdepartmental collaborative programmes	2
Inter institutional collaborative programmes	1
Number of review committee recommendations implemented (Total)	2
Number of NAAC peer team recommendations implemented	5
Number of UGC/any other expert committee recommendations implemented	0
Number of review committee recommendation under implementation	0
Number of NAAC peer team recommendations under implementation	3
Number of UGC/ any other expert committee recommendations under implementation	0

7. Faculty Details (Enter a number; 0 for nil)

Faculty Details (Enter a number; 0 for nil) Total faculty strength required as per norms for all programmes	49
Total faculty on rolls	47
Faculty added during the year	1

Faculty positions vacant	2
Faculty left during the year	2
Total number of visiting faculty	5
Total number of guest faculty	0
8. Qualification of Faculty	
Qualification of Faculty PhD and Above	6
MPhil	17
Masters	24
Any other (Specify)	0
9. Faculty qualification improvement	
Faculty qualification improvement PhD awarded to existing faculty	1
MPhil awarded to existing faculty	1
Any other degree awarded to existing faculty	0
10. Administrative Staff Details (Enter a number; 0 for nil)	
Administrative Staff Details (Enter a number; 0 for nil) Administrative staff (total sanctioned)	20
Administrative staff (Actual strength)	19
Added during the year of reporting	0
Left during the year	0
Number of posts vacant	1
11. Technical Support Staff Details (Enter a number; 0 for nil)	
Technical Support Staff Details (Enter a number; 0 for nil) Technical Support Staff (Total sanctioned strength)	0
Technical Support Staff (Actual strength)	0
Added during the year	0
Left during the year	0
Number of posts vacant	0

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance

Number of community extension programmes proposed

Any other programmes proposed (Specify)

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

IQAC Plans for development & Implementation (Enter a number; 0 for nil) Number of academic programmes implemented

Number of value added programmes implemented

Number of skill oriented programmes implemented

Number of faculty competency and development programmes implemented

Number of other staff development programmes implemented

Number of student mentoring programmes implemented

Number of co-curricular activities implemented

Number of inter departmental cooperative programs implemented

Number of community extension programmes implemented

Any other programmes suggested that are implemented (Specify)

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

IQAC Seminars and Conferences (Enter a number; 0 for nil) Number of seminars/ conferences/ workshops organized by IQAC within the institution

Number of participants from the institution

Number of participants from outside

Number of external experts invited

Number of external conferences/seminars/ workshops on institutional quality attended

Number of events conducted with IQACs of other institutions as collaborative programmes

19. Did IQAC receive any funding from UGC during the year ?

Did IQAC receive any funding from UGC during the year ? Yes

No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-)
Any other source including internal financial support from the management (Specify amount) Amount Received from UGC

195000

Amount Received from any other source including the college management

37790

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

# Staff Council new ly formed	▲
# one Research Journal publication committee const	
# One Seminar and a workshop organized	▼

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Academic Programmes Number of new academic programmes developed or designed by faculty

3

Number of faculty members involved in curriculum restructuring/revision/syllabus development

5

Number of programmes in which evaluation process reformation taken up and implemented

1

Number of active teaching days during the current academic year

190

Average percentage of attendance of students

77

Percentage of classes engaged by guest faculty and temporary teachers

0

Number of self financed programmes offered

6

Number of aided programmes offered

2

Number of programmes discontinued during the year

1

23. Whether any systematic student feedback mechanism is in place ?

Whether any systematic student feedback mechanism is in place ?

24. Feedback Details (If answer to Question 20 is Yes)

Feedback Details (If answer to Question 20 is Yes)

20

Percentage of courses where student feedback is taken

25. Is feedback for improvement provided to the faculty?

Is feedback for improvement provided to the faculty?

26. Faculty Research, Projects, and Publication details for the year

Faculty Research, Projects, and Publication details for the year Number of major research projects

0

undertaken during the year	
Number of minor research projects undertaken during the year	1
Number of major ongoing projects	0
Number of minor ongoing projects	1
Number of major projects completed	0
Number of minor projects completed	1
Number of major project proposals submitted for external funding	1
Number of minor project proposals submitted for external funding	2
Number of research publications in peer reviewed journals	9
Number of research publications in international peer reviewed journals	3
Number of research publications in national peer reviewed journals	6
Number of research papers accepted for publication in international peer reviewed journals	0
Number of research papers accepted for publication in national peer reviewed journals	0
Average of impact factor of publications reported	0
Number of books published	5
Number of edited books published	1
Number of books (single authored) published	1
Number of books (coauthored) published	3
Numbers of conferences attended by faculty	41
Number of international conferences attended	4
Number of national conferences attended	37
Number of papers presented in conferences	41
Number of papers presented in international conferences	4
Number of papers presented in national conferences	37
Number of conferences organized by the institution	1

Number of faculty acted as experts resource persons	7
Number of faculty acted as experts resource persons - international	0
Number of faculty acted as experts resource persons-national	7
Number of collaborations with international institutions	0
Number of collaborations with national institutions	0
Number of linkages created during the year	0
Total budget for research for current year as a percentage of total institution budget	0
Amount of external research funding received in the year	140000
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	0
Number of PhDs awarded during the year	1
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	14

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

Student Details and Support Mechanisms The total intake of students for various courses (Sanctioned)	1600
Actual enrollment during the year	1225
Student dropout percentage during the year	5
Success percentage in the final examination across the courses	81
Number of academic distinctions in the final examination and percentage	38
Number of students who got admitted to institutions of national importance	0
Number of students admitted to institutions abroad	0

Number of students qualified in UGC NET/ SET	0
Number of students qualified GATE/ CAT/ other examination (Specify)	0
28. Does student support mechanism exist for coaching for competitive examinations? Does student support mechanism exist for coaching for competitive examinations?	
29. Student participation, if response is yes to Qn. 27	
Student participation, if response is yes to Qn. 27	200
Number of students participated	
30. Does student counselling and guidance service exist ? Does student counselling and guidance service exist ?	
31. Student participation, if answer to Qn. 29 is yes	
Student participation, if answer to Qn. 29 is yes	100
Number of students participated	
32. Career Guidance	
Career Guidance Number of career guidance programmes organized	1
Percentage of students participated in career guidance programmes	10
33. Is there provision for campus placement? Is there provision for campus placement?	
34. If yes to Qn. 32	
If yes to Qn. 32 Number of students participated in campus selection programmes	0
Number of students selected for placement during the year	0
35. Does gender sensitization program exist ? Does gender sensitization program exist ?	
36. If Answer is Yes to Qn 34	
If Answer is Yes to Qn 34 Number of programmes organized	0
37. Student activities	
Student activities Number of students participated in external cultural events	12
Number of prizes won by students in external cultural events	5
Number of cultural events conducted by the institute for the students	2
Number of students participated in international sports and games events	0
Number of students participated in national level sports and games events	1
Number of students participated in state level sports and games events	1

Number of students participated in university level sports and games events	2
Number of prizes won by students in international sports and games events	0
Number of prizes won by students in national level sports and games events	4
Number of prizes won by students in state level sports and games events	6
Number of prizes won by students in university level sports and games events	2
Number of sports and games events conducted by the institute for the students	1
38. Composition of students	
Composition of students Percentage of Scheduled Caste	8
Percentage of Scheduled Tribe	3
Percentage of other backward communities	63
Percentage of women students	100
Percentage of physically challenged	0.16
Percentage of rural students	85
Percentage of urban students	15
39. Scholarships and Financial Support	
Scholarships and Financial Support Number of students availing financial support from the institution	21
Amount disbursed as financial support from the institution	39637
Number of students awarded scholarship from the institution	12
Number of students received notable national/international achievements/recognition	0
40. Student initiatives	
Student initiatives Number of community upliftment programmes initiated by students	1
Number of literary programmes initiated by students	1
Number of social action initiatives based on science / environment initiated by students	1
Number of student research initiatives	0

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

- Whether perspective plan for overall developmental activities is created ? Yes
- No

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

- If the answer for Qn. 40 is Yes, is the plan implemented and monitored ? Yes
- No

43. Whether benchmarking is created for institutional quality management efforts ?

- Whether benchmarking is created for institutional quality management efforts ? Yes
- No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

• Continuous Internal Assessment
• Departmental seminar by students
• 100% student feedback

If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

45. Is a Management Information System (MIS) in place ?

- Is a Management Information System (MIS) in place ? Yes
- No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance
2. Student admission
3. Student records
4. Evaluation and examination procedures
5. Research administration
6. Others

(enter the respective details corresponding to the serial numbers)

1- Academic DCL
2-Academic DCL
3-Academic DCL

If answer to question 44 is Yes, please provide details of MIS applied to 1. Administrative procedures including finance 2. Student admission 3. Student records 4. Evaluation and examination procedures 5. Research administration 6. Others (enter the respective details corresponding to the serial numbers)

47. Existence of learning resource management

- | | | |
|------------------------------|---|---|
| | Yes | No |
| e-database in library | <input checked="" type="radio"/> *Existence of learning resource management e-database in library Yes | <input type="radio"/> e-database in library No |
| ICT and | <input checked="" type="radio"/> ICT and smartclass room Yes | <input type="radio"/> ICT and smart class room No |

- | | Yes | No |
|---|---|---|
| smartclass room | | |
| e-learning sources (e-Books, e-Journals) | <input checked="" type="radio"/> e-learning sources (e-Books, e-Journals) Yes | <input type="radio"/> e-learning sources (e-Books, e-Journals) No |
| Production of teaching modules | <input checked="" type="radio"/> Production of teaching modules Yes | <input type="radio"/> Production of teaching modules No |
| Interactive learning facilities | <input checked="" type="radio"/> Interactive learning facilities Yes | <input type="radio"/> Interactive learning facilities No |

48. Internal resource mobilization : Kindly provide the amount contributed

Internal resource mobilization : Kindly provide the amount contributed Research	0
Consultancy and training	2000
Student contribution	4796549
Alumni contribution	30000
Wellwishers	0

49. Infrastructure and welfare spending: Please specify the amount

Infrastructure and welfare spending: Please specify the amount Amount spent for infrastructure development	2480000
Amount spent for student welfare	154425
Amount spent for staff welfare	0

50. Is delegation of authority practiced

- Is delegation of authority practiced Yes
- No

51. Does grievance redressal cell exist ?

- | | Yes | No |
|-----------------|---|-----------------------------------|
| Faculty | <input checked="" type="radio"/> *Does grievance redressal cell exist ? Faculty Yes | <input type="radio"/> Faculty No |
| Students | <input checked="" type="radio"/> Students Yes | <input type="radio"/> Students No |
| Staff | <input checked="" type="radio"/> Staff Yes | <input type="radio"/> Staff No |

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Grievances received from faculty and resolved (Enter a number; 0 for nil) Number of grievances received	2
Number of grievances resolved	2

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received from students and resolved (Enter a number; 0 for nil) Number of	5
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grievances received

Number of grievances resolved

4

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

0

Number of grievances received

Number of grievances resolved

0

55. Has the institution conducted any SWOT analysis during the year

- Has the institution conducted any SWOT analysis during the year Yes
- No

56. The SWOT analysis was done by internal or by external agency

- The SWOT analysis was done by internal or by external agency Internal
- External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)



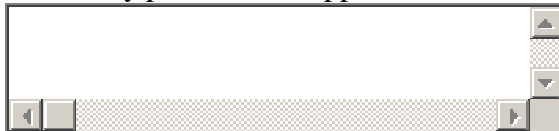
Kindly provide three identified strengths from SWOT Analysis (in bullet format)

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)



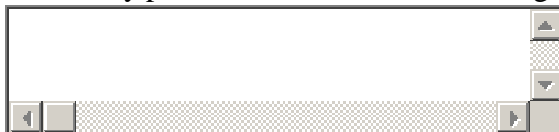
Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)



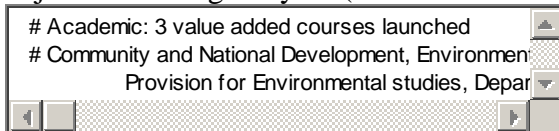
Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)



Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)



Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

62. How do you perceive the role of NAAC in the quality development of your institution
(Suggestions in bullet format to be given below)

- By arranging periodic assessment and ac
- By stimulating the academic environment f
- By encouraging self-evaluation, accountal

How do you perceive the role of NAAC in the quality development of your institution
(Suggestions in bullet format to be given below)