

**REPORT ON
INSTITUTIONAL ACCREDITATION OF**

**Kaliabor College, Kuwaritol,
Nagaon District, Assam**

September 25 - 26 , 2004

**National Assessment and Accreditation Council
Bangalore**

Draft Report of the Peer Team on Assessment and Accreditation of Kaliabor College, Kuwaritol, Assam.

Section I: Preface

Kaliabor College, established in 1969, has been imparting higher secondary and under graduate education in the Kalibor region, a rural area of Nagaon District of Assam. This College is located at 175KM from the head quarter of Gauhati University. The college, aided by the State Government in the category of grant-in-aid scheme in 1975, is affiliated to Gauhati University. This College obtained UGC recognition under 2(f) in October 1987 and under 12(b) in January 1990. It offers degree courses in Arts, Commerce and Science and self financed certificate and diploma courses in Computer Applications. The degree courses conform to the guidelines and regulations of Gauhati University. The certificate and diploma courses were designed by the college for Computer courses.

The College has close links with the community and local industry. The NSS Wing of the college is disseminating child education in the non-formal mode, the local chapter of the Assam Science Society is popularizing science in schools and is also periodically conducting awareness campaigns on health problems. The local industry has contributed to the development of some of its infrastructure.

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The college has very good infrastructure including land, building, classrooms, laboratories, Library, Sports facilities etc. The college owns 14.49 acres of land, buildings with 10826 sq.mt floor area partitioned into 26 rooms. The land was donated by the local community and the buildings were constructed from the grant received from the State Government of Assam, the UGC, donations from local industries and also students. The college has a library with a collection of over 16,000 books, computer center with 8 PCs, and amenities for indoor and outdoor games. The college utilizes the services of NCC and NSS for the maintenance of infrastructure.

The college has a faculty strength of 60 permanent teachers, of which 13 are women and 2 part time women teachers. The teachers are recruited as per the guidelines of the UGC and rules of the State Government. Three members of the faculty have doctoral degrees and two have M. Phil degrees. Some teachers are engaged in research projects sponsored by the UGC and National Archives. All the teachers of Science faculty could not get the UGC pay scale and recognition from the state Govt. for many years. In spite of receiving very meager amount per month, the faculty members are rendering commendable service to the teaching and research programmes of the college.

The college has 13 departments (6 Arts, 6 Science and 1 Commerce) with faculty strength varying between three and thirteen. The faculty strength in the science departments is low. Currently, there are 831 students on rolls, of which 298 are women students. All the students belong to the region, and none to the other north eastern states. The drop out rate is 40 per cent and passing rate in the examinations is 60 per cent, which is very close to that of Gauhati University.

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The annual expenditure during 2002-03 was Rs.1.48 crores, of which Rs.1.30 crores was incurred on salaries, pay and D.A. arrears, CPF deposits, LIC premium and taxes. Allotted money was spent on acquisition of library books. Much of the expenditure was met from the State Governments Grant (Rs. 1.23 cr). The college mobilized Rs.6.24 lakh College Development Fund and Rs.2.94 lakh by way of tuition fees. The other sources were very meager. Tuition fees for various courses are fixed by the State Government.

The activities of the college are being guided by the 11 member Governing Body with the SDO (C) as President and the Principal as Secretary. The members of the Board include two members nominated by the Gauhati University, two teachers elected by the teachers, one non teaching staff nominated by the Principal, and one member elected by the donors. The academic and administrative functions are assisted by the Academic Committee, Screening Committee for admissions, Library Committee, Examination Committee, College Development Committee, Extension Education Centre Steering Committee and UGC Networking Committee.

The College volunteered to be assessed by the National Assessment and Accreditation Council, Bangalore and submitted its Self-study report. NAAC constituted a peer team to visit the college and validate the study report. The team comprised of Prof. R. Radhakrishna, Director, Indira Gandhi Institute of Development Research as the Chairman of the team, Prof. Kabindra Pd. Singh, University Professor and Head, Dept. of History, B.R. Ambedkar College as the Member Co-ordinator and Prof. I.B. Ramaprasada Rao, Dept. of Geophysics, Osmania University as Member. The Peer Team visited the College during September 25-26, 2004.

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The Peer Team made critical study of the documents submitted by the college and interacted with the Principal, faculty members, and non-teaching staff. It also had detailed discussions with the students. It interacted with the governing body members, parents, and alumni. It inspected support services such as the hostel, library, computer center, sports ground, NCC and NSS rooms all the teaching departments and other infrastructure. The assessment of the college under various criteria used for evaluation, the commendable features of the college as well as the possible areas of improvement so to improve the efficacy of the college are presented in the following pages.

Section 2: Criterion-wise Analysis

Criterion-I : Curriculum Aspects

The College offers major and pass three year degree courses in Arts, Commerce and Science. As an affiliated college of Gauhati University, it follows syllabi prescribed by the affiliating university for the under graduate degree courses based on non-semester pattern. Major subjects offered in Arts are English, Assamese, Economics, Political Science, Education and History; in Science are Mathematics, Statistics, Physics, Botany and zoology and in Commerce are Accountancy and Management. All the above courses are conducted conforming to the guidelines set by the affiliating university. The college does not have much freedom in introducing changes in the curriculum. The College has applied to Gauhati University for starting career oriented courses. The university may take about a year to process the application.

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The college also offers certificate and diploma courses in Computer Applications and a career oriented program in Communicative English. The courses are targeted to the needs of its students as well as other members of the local community. The college has applied for IGNOU study center and intends to start various vocational courses. If the proposal materializes, the college may help upgrading the skills of the employees of the local industry.

Criterion – II Teaching – Learning and Evaluation

Admissions to various courses of study in the college are made on the basis of academic performance of the students in the previous examination, interviews conducted in the presence of candidates, guardians and teaching staff. The college implements quota for sports persons, students excelled in extra-curricular activities and students belonging to scheduled caste and scheduled tribes.

The college organizes remedial courses for educationally disadvantaged groups and takes special care of advanced learners by encouraging them to present papers in seminars, assigning small sized science projects. The college organizes field visits to institutions of higher learning, industrial sites and rural areas.

The examination schedule is informed to all the students at the commencement of the session. Internal tests are conducted from time to time and progress reports are sent to the parents. Yet, the success rate in the university conducted examinations is not very satisfactory. The passing percentage in the examinations during the last two years was 54. One student in Zoology department secured first class with distinction.

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Teachers are recruited as per the guidelines of the UGC as well as the rules of the State Government. The college is permitted to recruit ad-hoc staff depending on the needs. However, their salaries are to be paid from the own resources of the college. Of the 60 permanent teachers, three teachers have doctoral degrees and two have M.Phil degrees. Three teachers have registered for Ph.D. degree, of which one has registered with the near by Tezpur University- a central university.

It is note worthy that some teachers have academic linkages with the faculty of Tezpur University and jointly published a few research papers in scientific journals. Despite the college concern for developing the region as expressed in the self study report, the faculty members of the college have not undertaken any research project on the problems the region is facing except a few faculty members in the science departments

The college has been undertaking certain capacity building activities such as workshops, seminars and symposium. During the last two years, the college arranged one seminar, one workshop and two talks. It is reported that the college grants study leave, special leave etc. to faculty members for completion of their unfinished research works It was brought to the notice of the Peer Team that many teachers of science departments are deprived this facilities. Except two almost all faculty members have participated in the orientation and refresher courses organized by the UGC sponsored Staff Training Colleges.

Currently, faculty assessment is based on self appraisal reports covering all activities undertaken by the faculty members as well as their achievements submitted by the teachers. It is reported that the college authorities get a clear picture of the academic pursuits of the faculty. The

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quality of assessment can be further enhanced if the feed back from students regarding faculty teaching and course contents is taken into consideration.

Criterion III: Research, Consultancy and Extension

The college established links with Tezpur University and Dibrugarh University and local companies such as Tata Tea, India Carbon Ltd and Assam Branch of Indian Tea association. This offers much scope for improving the research productivity of the faculty.

The community extension work undertaken by the college is commendable. The college encourages the students to participate in extension activities. NSS and NCC wings of the college are actively involved in extension work. In collaboration with Kaliabor Branch of the Assam Science Society, the college has been popularizing science in schools.

The college has built linkages with institutions engaged in developmental activities. The college jointly with the State Institute of Rural Development has organized workshop on self employment. The college may explore the possibility of its faculty participation in the training programs of the State Institute of Rural Developments as resources persons. It would be useful for the institute to promote greater faculty interaction with institutions which are easily accessible.

Criterion IV: Infrastructure and Learning Resources

The college has very specious and impressive campus with adequate land donated by philanthropists of the Kaliabor region in nineteen sixties;

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buildings constructed over a period of time with the financial assistance from the state Government, the UGC, local industries and college development fund. The college has well equipped class rooms, laboratories, library and play ground with stadium.

The college land (14.49 acres) is more than sufficient for all the existing activities as well as future activities proposed in the Master Plan. The college has own buildings with floor area of 10826 sq.mt. , partitioned into 60 rooms. The college has prepared plans to construct buildings for administration, cultural museum, Department of Biological Sciences etc.

It is not worthy that a separate building for Student Union was built with funds from the College Development Fund & donations collected by the student community of the College. The building is being used for the Student Union Office as well as for Indoor Games.

The College has established a Nodal Centre under the ISRO sponsored EDUSAT facility in collaboration with Tezpur University. The audio visual facilities of the program are housed in a model classroom in the year to come.

The college has been successful in forging links with local industries like Tata Tea, Indian Oil Company Ltd., Assam Branch of Indian Tea Association, India Carbon Ltd and Kaliabor Sawmill. The college could get some laboratory equipment and books as gifts from the local industries. The links can be further strengthened by undertaking studies useful to the local industry, organizing short duration training programs and joint seminars.

It is commendable that the NSS and NCC Wings of the college are also involved in the maintenance of infrastructure and teachers and students are participating in this endeavor.

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Criterion V: Student Support and Progression

The college has 668 students on rolls, of which are 298 women students. In a year, it admits to under graduate courses about 250 students. Then student intake is substantially lower than the sanctioned strength, particularly in science departments.

The performance of the students in the examinations conducted by Gauhati University is almost on par with the university results. None of the students of the last two batches who appeared for the final year examinations could obtain first class. Drop out rate is significant. Of the 521 undergraduate students admitted during 1999-00 and 2000-01, 234 appeared in the final examination and 144 could pass the examination.

The college provides merit scholarships to deserving students. Some students belonging to the disadvantaged sections of the society – scheduled castes, scheduled tribes and other backward castes receive social welfare scholarships from the state government administered by the college.

Criterion VI: Organization and Management

The day-to-day affairs are managed by the principal with the active support of the teaching and non-teaching staff. The administrative and academic functions of the college are coordinated by Committees like the Academic Committee, Library Committee, Examination Committee and so on. There is an internal audit system in place.

The college has 21 non-teaching staff members. The relationship amount faculty, non-teaching staff and the students is very cordial.

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Criterion – VII Healthy Practices

The college has evolved several practices to ensure receptive administration, spread of higher education in the educationally less developed region and sensitize the students to the social and developmental problems of the region. There is good participation of teachers in the administrative and academic functions of the college.

In academic matters, there are number of healthy practices which can be highlighted. The college has a mechanism to monitor continuously the progress of a student. For instance, in the first half of each yearly session, the performance of a student in unit tests is judged and will be dropped from his/her major subject and shifted to the pass course in the same subject if his/her performances is not satisfactory. The decision to allow a student to appear in the final university examination is based on his/her performance in the internal examinations. The college extends financial support to deserving students based on merit and need.

It is commendable that the college has introduced self financing and need based courses to compliment the regular courses. The college offers self financed certificate and diploma courses in Computer Applications to students as non credit courses. It is not worthy that quite a few students are familiar with the use of computers and Internet.

The college could forge close links with the community and local industry. The role of NSS, NCC and local chapter of the Assam Science Society in sensitizing the students to the community needs and social problems and efforts made by the college in the involvement of local industrial enterprises in the infrastructure development of the college

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deserve special mention. The Extension Education Center established in the year, 2000 having Career Guidance Cell, Coaching Center and DIP Center are rendering useful services to the students of the college and also local community. The women research and study center is also functioning well in the college.

All the faculty members of the department of history are members of Assam Resource Society and members of Indian History Congress. This department has a rich museum with a curator. Very old and rare palm leaf manuscripts are preserved in this museum.

The teachers of the botany department have established research links with their counterparts and are carrying out field studies. The Peer Team was informed that the faculty members of this department identified a new species of orchids and the results are communicated to scientific professional bodies. The Peer Team observed that a faculty member of the English department created a communicative English laboratory on his own initiative and help from CIEFL, Hyderabad.

The students union of the college, with the principal as its president and other functionaries elected by the students, is taking a proactive role in organizing cultural programs, sports and other extension activities. Election to the student's union are conducted regularly and peacefully. The union is serving as a link between the student community, teaching faculty and local community.

Section – III Overall Analysis

In many ways the college is rendering useful service to the local community in term of imparting higher education to the children of the local community and sensitizing them to the social problems. The Principal of this college is



pro-active in developing the college and he provides excellent leadership in managing the college affair. He enjoys good cooperation not only from various sections of the college but also from the alumni, guardians and local community in managing the college very smoothly. In spite of having locational disadvantages, the college has succeeded in building academic environment and many health practices.

The Peer Team feels quite happy that the college is certainly on the way to achieving a higher status in the years to come. The new initiatives such as starting of the self financing and need based courses , formation of alumni association etc. are in the right directions. Keeping in view the future plan of the college, the Peer Team would suggest the following to the college to consider.

Recommendations:

- i. Greater attention is needed to focus on improving the academic performance of students. The drop out rate should be reduced and the performance of the students in the University examination should be improved by introducing reforms in teachings. Class room teaching may be made more participatory and interactive using modern teaching aids. Students assignment should be thoroughly evaluated giving a specific suggestion for improvement.
- ii. The College should involve parents in continuous monitoring the progress of their wards.
- iii. The College should play pro-active role in increasing the enrollment of a students in the faculty of science.
- iv. The evaluation of the teachers performance by students should be done in a comprehensive and scientific manner. The teachers be

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informed of their performance. The purpose of such an evaluation should be to improve the quality of teaching without affecting the morale of the teaching community.

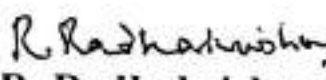
- v. Teachers should improve their academic qualifications by registering themselves for research degrees such as M.Phil and Ph. D. Faculty members need to be encouraged to undertake major and minor projects of UGC, ICSSR, ICHR and DST. The faculty may also be encouraged to undertake projects relevant to the local industry and community and approach the local development agencies and industry for financial support.
- vi. The College should start vocational courses such as horticulture, food-processing, Company and Secretarial practices etc. after assessing the demands from the community and local industries.
- vii. College should encourage collaborative research with the faculty of the central University of Tezpur.
- viii. The college faculty should be encouraged to establish networks with national institutes as well as local institutes such as State Institute of Rural Development. They should also be encouraged to participate and present research papers in academic seminars, symposia and workshops.
- ix. The college should modernize teaching, library and office administration in a phased manner. The students should be trained to use internet for procuring study material. The college must invest in certain basic minimum infrastructure needed for computerization.
- x. Career and information cell of the college should be strengthened and campus recruitment should be encouraged with the help of the local industry. Alumni association may be utilized for extension lectures.

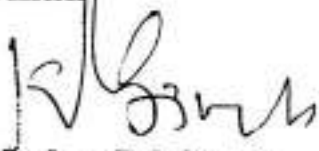
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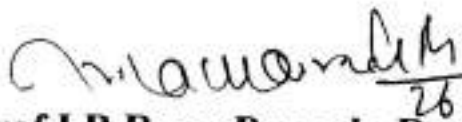
xi. Resource mobilization measures may be undertaken. Alumni association may be involved. Part of the resources mobilized should be earmarked for the purchase of library books and promotion of faculty research.

The Peer Team wishes to put on record its appreciation for the cooperation extended by the Principal, the NAAC Coordinator, faculty, non-teaching staff, students, governing body members, parents, alumina in making its visit to the college very purposeful.

Name and signature of the Peer Team members


26/9/04.
1. Prof. R. Radhakrishna
Chairman


2. Prof. Kabindra Pd Singh
Member co-ordinator 26/9/04


26.7.2004
3. Prof. I.B. RamaPrasada Rao
Member

I agree with the observations and recommendations made by the Peer Team in this report.


26/9/04
Mr. N.N. Hazarika
Principal, Labor College
Kaliabor College, Kuwaritol

Date – 26/09/2004