

The Format for Annual Quality Assurance Report (AQAR) of the IQAC
Year: July 2007 –June 2008
Submitted to NAAC on 25/06/2014

Name of the Institution: **BIMALA PRASAD CHALIHA COLLEGE, NAGARBERA.**

Year of Report: **2007 - 2008**

Section A:

Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).

For the year 2007 – 2008, the IQAC planned to improve the function of the college in the following way such as –

Plan of Action	Achievements
<p>✓ To maintain the momentum of quality consciousness in teaching & learning.</p> <ol style="list-style-type: none"> 1. Reconstitution of IQAC & its sub committees. 2. Purchasing Books & Journals ,Laboratory Equipments, Furniture's for class room 3. Organising Faculty Development Programme. 4. Organising Seminar, Workshop. 5. Purchasing Sports items 6. Purchasing Computers 	<p>✓</p> <ol style="list-style-type: none"> 1. The Core Committee of IQAC & different sub committees were formed. 2. Purchased Books & Journals, Laboratory Equipments, Furniture for class room. 3. Organised Faculty Development Programme on “ <i>Evaluation System</i>” 4. Organised National Seminar on “<i>Curricular Reforms in Higher Education</i> “ 5. Purchased Sports items. 6. Purchased Computers.

<p>✓ The IQAC would try to channelize and systematize the efforts and measures of the institution towards academic excellence.</p> <ol style="list-style-type: none"> 1. Reformation of Admission procedure. 2. Updation of the skill of non teaching staff. 	<p>✓</p> <ol style="list-style-type: none"> 1. Admission Committee formed & Entrance Test introduced. 2. Training on Computer Application was organised for non teaching staff
<p>✓ The IQAC would work as a means for planning, guiding and monitoring quality assurance and quality enhancement activities.</p> <ol style="list-style-type: none"> 1. The IQAC to guide all organs of the Institution for effective functioning. 2. Regularly monitor the functioning of all organs of the Institution. 	<p>✓</p> <ol style="list-style-type: none"> 1. Guided and Monitored the activities of all organs – Departments, Office, Examination Board, Students & Teachers Recreation Centre etc.
<p>✓ The IQAC would work to become a driving force for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality.</p> <ol style="list-style-type: none"> 1. To chalk out strategies to remove deficiencies found on the basis of monitoring. 2. To organise in house / out-reach programmes to enhance quality. 	<p>✓</p> <ol style="list-style-type: none"> 1. Remedial Coaching Programme introduced for Slow Learners. 2. Constructed one additional class room & College Canteen. 3. Conducted one National Seminars, 15 Seminars and workshop during the year. 4. Conducted one meeting with Alumni. 5. Conducted one meeting with Parent & Teachers.

Section B:

Details in respect of the following (attach separate sheet).

1. Activities reflecting the goals and objectives of the institution

The Goals & Objectives of the college have been summarised as -

- Ø to make quality higher education available to economically backward and geographically isolated people of this area to create adequate opportunity for their easy exposure to the National mainstream.
- Ø to provide quality higher education to the students of greater Nagarbera area in particular and the students of the state and the Nation in general.
- Ø to provide vocational & skill based education to the students to face the challenges of the future boldly and efficiently.
- Ø to impart value based education to promote humanism and self reliance.
- Ø to instil scientific temper and creativity among the students.
- Ø to create awareness of a global perspective and to promote National integration and International understanding.
- Ø to impart quality education in and through modern ICT and encourage entrepreneurial quality.
- Ø to develop all-round personality of the students.
- Ø to serve the society in all possible ways for a prosperous, sustainable and peaceful co-existence.

Hence we:

- ✓ provided higher education with low cost.
- ✓ provided higher education to the students of greater Nagarbera area in more compatible way.
- ✓ provided vocational & skill based education in Computer Application, Spoken English, Human Rights.
- ✓ provided Remedial Coaching for the poor students as well as provided extra assistance to the advanced learners.
- ✓ Arranged different presentation programmes, competition programmes, capacity building programme to instil competitive temper and creativity among our students.

Example:

- i) State Level Chemistry Olympiad

- ii) D. P. Saikia Memorial Annual Lecture
- ✓ Tried relentlessly to full fill our community commitments.

Example:

- i) Cleanliness programme, Health awareness programme etc. by NSS
- ii) Awareness Programme by WEC

2. New academic programmes initiated (UG and PG): **Nil**

3. Innovations in curricular design and transaction: **N/A**

4. Inter-disciplinary programmes started: **Nil**

5. Examination reforms implemented: **Nil**

6. Candidates qualified: NET/SLET/GATE etc.: **Nil**

7. Initiative towards faculty development programme:

The IQAC initiated the following programmes towards faculty development -

- Ø Organised FDP on “ *Evaluation System*”(05/06/2007)
- Ø Organised National Seminar on “*Curricular Reforms in Higher Education* “ (9-10 Feb’08).
- Ø Encouraged the faculties to participate in GOC & RC conducted by ASC-UGC
 - i) Refreshers Course attended by Faculty = 15
 - ii) General Orientations Course attended by Faculty = Nil
- Ø Encouraged the faculties to Present Research Paper / Participate in National / International Seminar etc.
 - i) Presented Research Paper in National Seminar = 07
 - ii) Participated in National Seminar = 56
- Ø Encouraged the faculties to initiate Research in their career.

8. Total number of seminars/workshops conducted:

The IQAC conducted the following Seminars / Workshops at different levels during the academic year of 2007 – 2008. (Table: 01)

Table: 01

SI	Level	Title	Event	Date
1	Department of Assamese	The Assamese Phonology with special Reference to Vowels.	Seminar	24/02/2008
2	Department of English	Renaissance Art& Literature	Seminar	15/02/2008
		Renaissance Art & Literature	Workshop	20-02-2008
		Romanticism in English Literature	Workshop	15-06-2008
3	Department of Arabic	Contribution of Abbasid period to the growth and development of Science and Literature	Seminar	21/02/2008
4	Department of Economics	Look East Policy and NE	Seminar	24/03/2008
5	Department of Pol. Science	The History behind the organization of Indian Union and its present Position.	Seminar	20/10/2007
6	Department of History	Agarrian Revolution in Assam and its Historic Perspective with Special Reference to Phulaguri Uprising.	Seminar	25/10/07
7	Department of Education	Conservation and Promotion of Environment: Role of Students.	Seminar	15/09/07
8	Department of Geography	Geography should be a Compulsory Subject in School Level.	Seminar	08/11/07
9	Department of Statistics	Statistics in Agricultural Data Analysis	Seminar	10/08/07
10	Department of Mathematics	Deferential Equation and its Uses	Seminar	08/09/07
11	Department of Physics	Scope for detection of life in other Planets	Seminar	06/12/07
12	Department of Chemistry	Phyto-chemistry	Seminar	03/01/08
13	Department of Zoology	Study of Disease Factor in Greater Nagarbera	Seminar	04/03/08
14	Department of Botany	Himalayan Biodiversity in NE India	Seminar	06/04/08
15	National	<i>Curricular Reforms in Higher Education</i>	Seminar	09/02/08-10/02/08

9. Research projects a) Ongoing; b) Completed

Ongoing:	Completed:
	<p>i) MRP: Mrs. C. L Devi, Zoology, Rs. 92,000/, UGC.</p> <p>i) MRP: Mr. N. C. Kalita, Economics, Rs. 55,000/, UGC.</p>

10. Patents generated, if any: **Nil**

11. New collaborative research programmes: **Nil**

12. Research grants received from various agencies: **Rs. 98000/ from UGC**

13. Details of research scholars:

The following teachers have registered for PhD research under Gauhati University.

Sl	Name of Teacher	Designation/ Department	Scheme/ Agency	Research Centre	Registration year
1	Mr. S. Kalita	Lecturer, Sr. Grade, Botany	FIP / UGC	Dept. Of Education, GU	2003
2	Mr. T. Goswami	Lecturer, Sr. Grade, Zoology	FIP / UGC	Dept. Of Zoology, GU	2004
3	Mr. R. K. Das	Lecturer, Sr. Grade, Botany		Dept. Of Botany, GU	2005
4	Mr. D. Chakravarty	Lecturer, Sr. Grade, Chemistry		Dept. Of Chemistry, GU	2005

14. Citation index of faculty members and impact factor: **N/A**

15. Honors/Awards to the faculty: National and International: **Nil**

16. Internal resources generated: **Rs. 8,37,369/**

17. Details of departments getting assistance/recognition under SAP, COSIST

(ASSIST)/DST, FIST, and other programmes: **Nil**

18. Community services:

Besides the teaching & learning process the IQAC of our college conducted a series of community services through its different units such as-

1. Science Forum -
 - i) National Science Day on 28th February
 - ii) World Environment Day on 05th June
2. SahityaKanan -
 - i) Sahitya Divas on 09th October
3. Women Empowerment Cell -
 - i) Women Empowerment Day on 08th March.
4. National Service Scheme -
 - i) Cleanliness programme in Nagarbera Bazar area.
 - ii) "NSS Day" celebrated on 24th September.

19. Teachers and officers newly recruited: **Nil**

20. Teaching – Non-teaching staff ratio: **2: 1**

21. Improvements in the library services:

The Library services were augmented by providing more accommodation for students and teachers inside the library apart from improving the facilities as mentioned below

2006 - 2007		2007 - 2008	
Items	Number	Items	Number
Text Books	7145	Text Books	7305
Reference Books	4601	Reference Books	4678
Journals	03	Journals	03
Periodicals	06	Periodicals	07
News Papers	08	News Papers	09
Working Hours/day	08	Working Hours	08
Staff Numbers	05	Staff Numbers	05

22. New books/journals subscribed and their value:

Items	Numbers	Value in Rs.
Text Books	160	20,602/
Reference Books	77	17,831/
Journals	00	00
Periodicals	01	770/
News Papers	01	1065/

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback.

Not Done.

24. Feedback from stakeholders.

Not Done.

25. Unit cost of education: **Rs. 38,000/**

26. Computerization of administration and the process of admissions and examination results, issue of certificates: **Not Done.**

27. Increase in the infrastructural facilities:

i) Completion of one additional Class Room

ii) Completion of college Canteen

28. Technology up-gradation:

i) Purchased audio-visual system = 1 set

ii) Purchased one Computer

iii) Purchased power back-up system (UPS)

29. Computer and internet access and training to teachers, non-teaching staff and students:

i) Computer literacy programme for non-teaching staff.

ii) Computer and internet access and training programme for both Administrative & 4th grade employees.

iii) Six month certificate course on Computer Application for students.

30. Financial aid to students

Our college provided financial aid to 30 (Thirty) economically poor but meritorious students under the Student Aid Fund Scheme.

31. Activities and support from the Alumni Association.

The Alumni Association, B. P. Chaliha College, Nagarbera has always been proactive in the development of the college. Alumni Association has been rendering its active support on student progression also.

32. Activities and support from the Parent-Teacher Association.

The Parent – Teacher Association of B. P. Chaliha College is actively engaged in the field of student support and progression aspects. The parents actively participated in different programmes of the college like Foundation Day and Annual Day.

33. Health services

The Health Care Centre under IQAC has been providing health services to the students and staffs and when necessary. The local doctors and other medical staff provides emergency services to the hostel inmates.

34. Performance in sports activities.

The Students and Teachers Recreation Centre under IQAC organised games & sports event periodically.

35. Incentives to outstanding sportspersons: **N/A**

36. Student achievements and awards:

In Games & Sports our students participated in deferent events organised by our University and other organisation.

37. Activities of the Guidance and Counselling unit

Career Guidance & Counselling Centre under IQAC has organised:

- i) Two Career Talks
- ii) Two Counselling Programmes

38. Placement services provided to students

The Placement Cell & Career Guidance & Counselling Centre under IQAC provided information services to our out-going students for placement in Govt. and Non Govt. services.

39. Development programmes for non-teaching staff

The IQAC has arranged Skill Development Programme, Capacity Building Programme, and trained the non-teaching staff for enhancing work culture in office.

40. Good practices of the institution

- i) **Silent Prayer** by all teachers & students in the First Class of the day
- ii) **Know Your Students (KYS)**

41. Linkages developed with National/ International, academic/research bodies: **Nil**

42. Action Taken Report on the AQAR of the previous year(2006-2007):

Sl	Plan	Action	Source of Fund
1	Reconstitution of IQAC & its sub committees.	The Core Committee of IQAC & different sub committees were formed	College Fund
2	Purchasing Books & Journals For Library	Purchased Books & Journals For Library	UGC/ College Fund
3	Purchasing Laboratory Equipments	Purchased Laboratory Equipments	UGC/ College Fund
4	Purchasing Furniture's for Class Room	Purchased Furniture's for Class Room	UGC/ College Fund
5	Organising Faculty Development Programme	Organised Faculty Development Programme on “ <i>Evaluation System</i> ”	College Fund
6	Organising Seminar	Organised National Seminar on “ <i>Curricular Reforms in Higher Education</i> “	UGC Fund
7	Organising Workshop	Organised Departmental Workshops	College Fund
8	Updation of the skill of non teaching staff	Training on <i>Computer Application</i> was organised for non teaching staff.	UGC/ College Fund
9	Organising in house programmes to enhance quality	Organised in house programmes by Science Forum, SahityaKanan& Women Empowerment Cell.	UGC/ College Fund
10	Organising out reach programmes to enhance quality	Organised out reach programmes by NSS	UGC/ College Fund
11	Purchasing Sports items	Foot Ball, Volley Ball, Cricket Accessories were purchased.	College Fund
12	Purchasing Computers	Purchased one Computer	UGC/ College Fund

43. Any other relevant information the institution wishes to add.

Relevant Information of the Institution:

- i) In addition to the regular UG (Arts & Science) programme, our college has been providing Higher Secondary (10 + 2), (Arts & Science) courses with the existing faculty members and infrastructures as per order of the State Government.

No. Of HS (Arts) Students = 227

No. Of HS (Sc) Students = 57

Total HS Students = 284

Total UG Students = 295

Grand Total = **579**

- ii) Presently the demand for enrolment is increasing in our college, whereas the required facility is not at par with the demand. Of-course we are trying to meet the additional requirement.

Section C:

Outcomes achieved by the end of the year (attach separate sheet if required).

The following Outcomes are achieved by the end of the year-

- ✓ Under the Core Committee of IQAC and with the cooperation of its different sub committees, the college has been doing different research & extension activities besides the teaching –learning activities. As a result, the college achieved a significant improvement in the quality of education.
- ✓ The IQAC has taken initiatives to procure Books & Journals for library, Equipments for laboratory, Computers for office & library, Sports & Music items for students which resulted in a significant improvement in its quality.
- ✓ The IQAC has taken initiatives to complete the construction of additional class room & college canteen.
- ✓ The IQAC is maintaining the momentum of quality **consciousness** in teaching & learning. It tried to **channelize** and **systematize** the efforts of our institution towards academic excellence, by **planning, guiding and monitoring** quality assurance to become a **driving force to remove deficiencies and enhance quality.**

Section D:

Plans of the HEI for the next year, 2008 – 2009

For the next year, (2008 – 2009) IQAC has planned to improve the function of the college in the following area such as –

1. Administration Function:
 - a) Office automation
 - b) ICT (website) development
2. Teaching- Learning – Evaluation Function:
 - a) Faculty Development Programme
 - b) Capacity Building Programme
 - c) Skill Development Programme
 - d) Organising Seminar
 - e) Organising Workshop
3. Extension activity:
 - a) Capacity Development Programme by Science Forum
 - b) Awareness Programmes by NSS
 - c) Women Empowerment Programme
 - d) Literary & Cultural Programmes by SahityaKanan
4. Enhancement of the Infrastructure facility:
 - a) Improvement of Toilets facilities for Women.
 - b) Construction of Class Rooms
 - c) Laboratory Renovations (Chemistry)
 - d) Construction of Women Hostel
5. Extra – Curricular activity
 - a) Improving sports infrastructure
 - b) Procurement of sports items
6. Promoting Research culture:
 - a) Organising Seminar on *Research Methodology*.

*Name & Signature of the
Chairperson, IQAC*

(Dr. B. B. Panda)

*Name & Signature of the
Coordinator, IQAC*

(Prof. S. C. Thakuria)

*Name & Signature of the
Jt. Coordinator, IQAC*

(Dr. D. Chakravarty)