

The Format for Annual Quality Assurance Report (AQAR) of the IQAC
Year: July 2008 – June 2009
Submitted to NAAC on 25/06/2014

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

Year of Report: **2008 - 2009**

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 2008 – 2009, the IQAC planned to improve the function of the college in the following way such as –

Plan of Action	Achievements
<p style="text-align: center;">√</p> <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 style="text-align: center;">√</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's for class room. 3. Organised Faculty Development Programme on “<i>Relevance of Basic Science in the Society</i>”, (14/08/08) 4. Organised Seminar on <i>Research Methodology.</i>, (11/02/09) 5. Purchased Sports items. 6. Purchased Computers.

<p>✓</p> <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 continued. 2. Training on Computer Application was organised for non teaching staff
<p>✓</p> <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 – Office, Departments, Examination Board, Students & Teachers Recreation Centre etc.

<p>✓</p> <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 / outreach programmes to enhance quality. 	<p>✓</p> <ol style="list-style-type: none"> 1. Remedial Coaching Programme introduced for Slow Learners. 2. Enhanced of the Infrastructure facility: <ol style="list-style-type: none"> a) Improved Toilets facilities for Women b) Constructed additional Class Rooms c) Chemistry Laboratory Renovated d) Started the Construction of New Women Hostel. e) Developed the college campus road. 3. Conducted Fifteen Institutional/Departmental Level Seminars and workshop during the year. 4. Conducted one meeting with Alumni. 5. Conducted one meeting with Parent & Teachers.
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Section B:

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

1. Activities reflecting the goals and objectives of the institution

<p>The Goals & Objectives of the college is summarise as -</p>
<p>∅ 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.</p>
<p>∅ 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.</p>
<p>∅ to provide vocational & skill based education to the students to face the challenges of the future boldly and efficiently.</p>

- 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
- iii) Literary Programme by Sahitya Kanan
- iv) Popularising Science by Science Forum.

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 initiate the following towards faculty development programme-

Ø Organised FDP on “*Relevance of Basic Science in the Society*”, (14/08/08)

1. Organised Institutional Seminar on *Research Methodology*.(11/02/09)

Ø Encouraged the faculties to participate in GOC & RC conducted by ASC-UGC

i) Refreshers Course attended by Faculty = 06

ii) General Orientations Course attended by Faculty = 03

Ø Encouraged the faculties to Present Research Paper / Participate in National / International Seminar etc.

i) Presented Research Paper in National Seminar = 04

ii) Participated in National Seminar = 05

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 2008 – 2009. (Table: 01)

Table: 01

Sl	Level	Title	Event	Date
1	Department of Assamese	The Symbol of Imagery in Modern Assamese Poetry	Seminar	26/02/09
2	Department of English	Characteristics of Romanticism	Seminar	20/08/08
3	Department of Arabic	Contribution of Golam Ali Azad al-Bigrami to Indo-Arabic poetry with special reference to Madahu Nabi (SM)	Seminar	09/09/08

4	Department of Economics	MGNREGA and Rural Employment	Seminar	05/10/08
5	Department of Pol. Science	The Ethnic and the Autonomy Movement in Assam	Seminar	26-11-08
6	Department of History	Problems and Prospects of the Pottery Industry in the South Kamrup	Seminar	22/11/08
7	Department of Education	Medium of Instruction in HE	Seminar	22/08/08
8	Department of Geography	Change in Environment	Seminar	16/02/09 – 17/02/09
9	Department of Statistics	Qualitative data and its uses	Seminar	05/01/09
10	Department of Mathematics	Basic Computer Concept	Seminar	10/01/09
11	Department of Physics	The Mysterious Cosmic Rays & its Origin	Seminar	08/02/09
12	Department of Chemistry	Chromatography: A Technique in Chemical Research	Seminar	05/03/09
13	Department of Zoology	Fish Diversity of Habila Beel of Goalpara District	Seminar	10/04/09
14	Department of Botany	Non Timbered Forest Products and Value Addition	Seminar	02/05/09
15	Interdepartmental	Research Methodology	Seminar	11/02/09

9. Research projects a) Ongoing; b) Completed

<p>Ongoing:</p> <p>i) MRP: Dr. T. K. Goswami, Zoology, Rs. 90,000/, UGC.</p>	<p>Completed:</p>
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10. Patents generated, if any: **Nil**

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

12. Research grants received from various agencies: **Rs. 3, 04, 589/ from UGC**

13. Details of research scholars:

The following teachers have registered their name 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	2002
2	Mr. T. Goswami	Lecturer, Sr. Grade, Zoology	FIP / UGC	Dept. Of Zoology, GU	2004
3	Mr. R. K. Das	Lecturer, Sr. Grade, Botany	FIP / UGC	Dept. Of Botany, GU	2004
4	Mr. D. Chakravarty	Lecturer, Sr. Grade, Chemistry	FIP / UGC	Dept. Of Chemistry, GU	2005

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

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

16. Internal resources generated: **Rs. 11, 26, 850/**

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. Sahitya Kanan -

- 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.

2007 - 2008		2008 - 2009		Yearly Improvements
Items	Number	Items	Number	
Text Books	7305	Text Books	8339	1034
Reference Books	4678	Reference Books	4804	126
Journals	03	Journals	05	02
Periodicals	07	Periodicals	07	00
News Papers	09	News Papers	09	00
Working Hours	08	Working Hours	08	00
Stuff Numbers	05	Stuff Numbers	05	00

22. New books/journals subscribed and their value:

Items	Numbers	Value in Rs.
Text Books	1034	1,72,663/
Reference Books	126	21,168/
Journals	05	
Periodicals	07	
News Papers	09	

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. 34,948/**

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

27. Increase in the infrastructural facilities:

Increase in the Infrastructure facility:

- i) Improved Toilets facilities for Women
- ii) Constructed additional Class Rooms
- iii) Chemistry Laboratory Renovated
- iv) Started the Construction of Women Hostel
- v) Developed the existing Campus



28. Technology up-gradation:

- i) Purchased audio-visual system = 1 set
- ii) Purchased one Computers
- iii) Purchased power back-up system (UPS)
- iv) Purchased FAX machine

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 programme 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 staff as 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 (KYT)**

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

42. Action Taken Report on the AQAR of the previous year (**2007-2008**):

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. To achieve the goal, the IQAC planned and acted as tabulated below –

SI	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 ,Laboratory Equipments, Furniture's for class room	Purchased Books & Journals, Laboratory Equipments, Furniture's for class room.	UGC Grants / College Fund

3	Organising Faculty Development Programme	Organised Faculty Development Programme on “ <i>Evaluation System</i> ”	College Fund
4	Organising Seminar, Workshop	Organised National Seminar on “ <i>Curricular Reforms in Higher Education</i> “	UGC Grants
5	Purchasing Sports items	Purchased Sports items	College Fund
6	Purchasing Computers	Purchased Computers	College Fund
7	Reformation of Admission procedure	Admission Committee formed & Entrance Test introduced	College Fund
8	Updation of the skill of non teaching staff	Training on Computer Application was organised for non teaching staff	College Fund
9	The IQAC to guide all organs of the Institution for effective functioning	Guided and Monitored the activities of all organs – Departments, Office, Examination Board, Students & Teachers Recreation Centre etc.	College Fund
10	Regularly monitor the functioning of all organs of the Institution		
11	Chalk out strategies to remove deficiencies found on the basis of monitoring	1. Remedial Coaching Programme introduced for Slow Learners.	UGC Grants / College Fund
12	To organised in house / out reach programmes to enhance quality	2. Constructed one additional class room & College Canteen. 3. Conducted one National Seminars, ten Institutional Level Seminars and one workshop during the year. 4. Conducted one meeting with Alumni. 5. Conducted one meeting with Parent & Teachers.	

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 = 298
No. Of HS (Sc) Students = 71
Total HS Students = 369
Total UG Students = 322
Grand Total = **691**
- ii) Presently the demand for enrolment is in increasing trend in our college, whereas the required facility is not at par, 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 teaching –learning activities. As a result, there is significant improvement in the quality of education in the college.
- ✓ 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, 2009 – 2010

For next year, (2009 – 2010) IQAC planned to improve the function of the college in the following area such as –

1. Administration:
 - a) Office automation
 - b) ICT (website) development
2. Teaching- Learning – Evaluation:
 - 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 Sahitya Kanan
4. Enhancement of the Infrastructure facility:
 - a) Improvement of Toilets facilities for Women
 - b) Construction of addition Class Rooms
 - c) Laboratory Renovations (Chemistry)
 - d) Construction of Women Hostel
5. Extra – Curricular activity
 - a) Improving sports infrastructure
 - b) Procurement of sports items
 - c) Procurement of music items
6. Promoting Research culture:
 - a) Organising Seminar on *Research Methodology*.

Name & Signature of the

Name & Signature of the

Name & Signature of the

Chairperson, IQAC

Coordinator, IQAC

Jt. Coordinator, IQAC

(Dr. B. B. Panda)

(Prof. S. C. Thakuria)

(Dr. D. Chakravarty)