

The Format for Annual Quality Assurance Report (AQAR) of the IQAC
Year: July 2009 – June 2010
Submitted to NAAC on 25/06/2014

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

Year of Report: **2009 - 2010**

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 2009 – 2010, the IQAC planned to improve the function of the college in different area of activities and hence achieved in the following way such as –

Plan of Action	Achievements
<p>1. Administration Function:</p> <p style="padding-left: 20px;">a) Office automation. b) ICT (website) development.</p> <p>2. Teaching- Learning – Evaluation Function:</p> <p style="padding-left: 20px;">a) Faculty Development Programme. b) Capacity Building Programme. c) Skill Development Programme d) Organising Seminar. e) Organising Workshop.</p> <p>3. Extension activity:</p> <p style="padding-left: 20px;">a) Capacity Development Programme by Science Forum. b) Awareness Programmes by NSS. c) Women Empowerment</p>	<p>1. Administration Function:</p> <p style="padding-left: 20px;">a) Office automation Software installed. b) ICT (website) developed.</p> <p>2. Teaching- Learning – Evaluation Function:</p> <p style="padding-left: 20px;">a) Organised Faculty Development Programme on “<i>Knowledge is a Key Resource for Sustainable Development</i>”, 16/08/09 b) Organised Capacity Building Programme for Students. c) Organised Skill Development Programme for Non Teaching Staff. d) Organised Departmental Seminar. e) Organised Departmental Workshop.</p> <p>3. Extension activity:</p> <p style="padding-left: 20px;">a) Organised Capacity Development Programme by Science Forum. b) Organised Awareness Programmes by NSS. c) Organised Awareness Programmes by Women Empowerment Cell.</p>

<p>Programme.</p> <p>d) Literary & Cultural Programmes by Sahitya Kanan</p> <p>4. Enhancement of the Infrastructure facility:</p> <p>a) Improvement of Toilets facilities for Women.</p> <p>b) Construction of Class Rooms.</p> <p>c) Laboratory Renovations (Chemistry).</p> <p>d) Construction of Women Hostel.</p> <p>5. Extra – Curricular activity:</p> <p>a) Improving sports infrastructure.</p> <p>b) Procurement of sports items.</p> <p>c) Procurement of music items.</p> <p>6. Promoting Research culture: Organising Seminar on Research Methodology.</p>	<p>d) Organised Literary & Cultural Programmes by Sahitya Kanan.</p> <p>4. Enhancement of the Infrastructure facility:</p> <p>a) Improved of Existing Infrastructures.</p> <p>b) Construction of Additional Class Rooms was completed.</p> <p>c) Laboratory Renovations (Chemistry) was done.</p> <p>d) Continuing the Construction of Women Hostel.</p> <p>e) Campus development was done.</p> <p>f) Constructed one Cycle Stand.</p> <p>5. Extra – Curricular activity:</p> <p>a) Improved sports infrastructure.</p> <p>b) Procured of sports items</p> <p>6. Promoting Research culture: Ø Organised 14 (forteen) departmental Seminars and Workshop and one Interdepartmental Seminar on “<i>Participation of youth in Rural development</i>”, 11/02/10</p>
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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 are summarised as -</p> <p>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.</p> <p>Ø to provide quality higher education to the students of greater Nagarbera area in</p>

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 Women Empowerment Cell
- 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 “*Knowledge is a Key Resource for Sustainable Development*”,
16/08/09
- Ø Organised Institutional Seminar on “*Participation of youth in Rural development*”,
11/02/10
- Ø Encouraged the faculties to participate in GOC & RC conducted by ASC-UGC
 - i) Refreshers Course attended by Faculty = 03
 - ii) General Orientations Course attended by Faculty = 01
- Ø Encouraged the faculties to Present Research Paper / Participate in National /
International Seminar etc.
 - i) Presented Research Paper in National Seminar = 05
 - ii) Participated in National Seminar = 09
- Ø Encouraging the faculties to initiate Fundamental 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 2009 – 2010. (Table: 01).

Table: 01

SI	Level	Title	Event	Date
1	Department of Assamese	The Elements of Assamese Culture: Special reference to Mongoloid Contribution.	Seminar	16/02/10
2	Department of English	Trends in Modern English Poetry.	Workshops	22/08/09
		John Donne & Metaphysical Tradition.	Seminar	23/12/09
		Post Modernism And Globalisation.	Workshops	13/05/10
		18 th . Cen.:The Golden age of English Prose	Workshops	18-05-2010
3	Department of Arabic	Background of Mahjar Literature and its Influence to Modern Arabic Literature.	Seminar	18/11/09
4	Department of Economics	Micro Finance in Rural Assam.	Seminar	14/03/10
5	Department of Pol. Science	Indian democracy.	Seminar	28-09-10
6	Department of History	Historical Sites and Manuments of South Kamrup	Seminar	09/09/09
7	Department of Education	The Nervous System	Seminar	03/08/09
8	Department of Geography	Environmental Degradation and its Impacts in Assam	Seminar	03/10/09
9	Department of Statistics	Utility of stochastic variable in econometrics	Seminar	06/01/10
10	Department of Mathematics	Binary Number System	Seminar	09/01/10
11	Department of Physics	Origin of the Universe in the light of Big Bank Theory	Seminar	08/03/10
12	Department of Chemistry	Recent Trends in Chemical Research	Seminar	24/04/10
13	Department of Zoology	Biodiversity and Climate Change	Seminar	02/05/10
14	Department of Botany	RET Plants of NE India and their Conservations Strategies	Seminar	29/05/10
15	Interdepartmental	Participation of youth in Rural development.	Seminar	11/02/10

9. Research projects a) Ongoing; b) Completed

Ongoing:	Completed: i) MRP: Dr. T. K. Goswami, Zoology, Rs. 90,000/, UGC. ii) Interdisciplinary Project, Botany- Zoology, Rs. 8000/, DSTEC.
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10. Patents generated, if any: **Nil**

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

12. Research grants received from various agencies: **Rs. 80,000/ 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
5	Mr. D. Kalita	Lecturer, Sr. Grade, Chemistry	FIP / UGC	Dept. Of Geography, RGU	2008

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. 13, 36, 440/**

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 has been rendering a series of community services through its different units such as-

Ø “State Level Chemistry Olympiad” for class IX – XII organised every year by Department of Chemistry.

Ø Science Forum has celebrated-

i) National Science Day on 28th February

i) World Environment Day on 05th June

Ø Sahitya Kanan has celebrated-

i) Sahitya Divas on 09th October: D. P. Saikia Memorial Lecture held.

Ø Women Empowerment Cell has celebrated-

i) Women Empowerment Day on 08th March

In addition to that the NSS unit of our college has also organised a series of programmes-

Ø “NSS Day” celebrated on 24th September.

Ø Cleanliness programme in Nagarbera Bazar area

Ø Health awareness programme in Pizupara-Daspara village

Ø Cleanliness programme in Nagarbera Hospital area

Ø Drinking water awareness programme in Pathalipara village

Ø Above all the college observe “Foundation Day” every year on 26th August.

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

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

21. Improvements in the library services:

2008 - 2009		2009 - 2010		Yearly Improvements
Items	Number	Items	Number	
Text Books	8339	Text Books	8856	517
Reference Books	4804	Reference Books	4890	86
Journals	05	Journals	05	00
Periodicals	07	Periodicals	07	00
News Papers	09	News Papers	09	00
Working Hours	08	Working Hours	08	00
Working Days	278	Working Days	280	02
Staff Numbers	05	Staff Numbers	05	00

22. New books/journals subscribed and their value:

Items	Numbers	Value in Rs.
Text Books	517	1,01,954/
Reference Books	86	16,942/
Journals		
Periodicals		
News Papers		

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. 32,231/**

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

27. Increase in the infrastructural facilities:

- a) Improvement of Existing Infrastructures.
- b) Construction of Class Rooms.
- c) Laboratory Renovations (Chemistry).
- d) Construction of Women Hostel.
- e) Campus development.
- f) Construction of Cycle Stand.

28. Technology up-gradation:

- i) Purchasing teaching equipments.
- ii) Purchasing Computer.
- iii) Purchasing sports materials.

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) Computer literacy programme for students under six month certificate course of Computer Application.

30. Financial aid to students:

Our college provides financial aid towards the economically poor but meritorious students under the Student Aid Fund Scheme.

31. Activities and support from the Alumni Association:

The Alumni Association is always proactive in the development of the college. The 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.

33. Health services:

The Health Care Centre under IQAC is providing health services to the students and employees during the working hour of the college. The local doctors and other medical staff are always very much cooperative to us.

34. Performance in sports activities:

The Students and Teachers Recreation Centre under IQAC organised games & sports event periodically. As a result the performance of the students is improving.

35. Incentives to outstanding sportspersons: N/A

36. Student achievements and awards:

In Games & Sports our students joined in the event organised by our and a few inter college competition.

37. Activities of the Guidance and Counselling unit:

Career Guidance & Counselling Centre under IQAC is working for counselling and career guidance for the student of B. P. Chaliha College, Nagarbera.

38. Placement services provided to students:

The Placement Cell & Career Guidance & Counselling Centre under IQAC has been providing information services for our out-going students for the placement in Govt. and Non Govt. service.

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) Practice of Meditation by all teachers & students
- ii) Know Your Teachers (KYT)

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

42. Action Taken Report on the AQAR of the previous year (2008-2009):

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	Purchasing Books & Journals, Laboratory Equipments, Furniture's for class room	Purchased Books & Journals, Laboratory Equipments, Furniture's for class room.	UGC Grants / College Fund
2	Organising Faculty Development Programme.	Organised FDP on " <i>Relevance of Basic Science in the Society</i> "	College Fund
3	Organising Seminar, Workshop.	Organised Seminar " <i>Participation of youth in Rural development</i> "	College Fund
4	Purchasing Sports items	Purchased Sports items	UGC Grants / College Fund
5	Purchasing Computers	Purchased Computers	College Fund
6	Reformation of Admission procedure.	Admission Committee formed & Entrance Test introduced	College Fund
7	Updation of the skill of non teaching staff.	Training on Computer Application was organised for non teaching staff	College Fund
8	The IQAC to guide all organs	Guided and Monitored the	College Fund

	of the Institution for effective functioning.	activities of all organs – Departments, Office, Examination Board, Students & Teachers Recreation Centre etc.	
9	Regularly monitor the functioning of all organs of the Institution.		
10	Chock out strategies to remove deficiencies found on the basis of monitoring.	1. Remedial Coaching Programme introduced for Slow Learners.	UGC Grants / College Fund
11	To organise 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 = 349

No. Of HS (Sc) Students = 92

Total HS Students = 441

Total UG Students =401

Grand Total = **842**

- 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 the teaching –learning activities. As a result the function of the college achieved a significant improvement in its quality.
- ✓ The IQAC has taken initiatives to procure Books & Journals for library, Equipments for laboratory, Computers for office & library, Sports & Music items for students. As a result the function of the college achieved 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 and measures of our institution towards academic excellence, hence worked as a means for **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, 2010 – 2011:

For next year, (2010 – 2011) 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:
 - d) Faculty Development Programme
 - e) Capacity Building Programme
 - c) Skill Development Programme
 - d) Organising Seminar
 - e) Organising Workshop
3. Extension activity:
 - e) Capacity Development Programme by Science Forum
 - f) Awareness Programmes by NSS
 - g) Women Empowerment Programme
 - h) Literary & Cultural Programmes by Sahitya Kanan
4. Enhancement of the Infrastructure facility:
 - e) Improvement of Toilets facilities for Women
 - f) Construction of Class Rooms
 - g) Laboratory Renovations (Chemistry)
 - h) Construction of Women Hostel
5. Extra – Curricular activity:
 - d) Improving sports infrastructure
 - e) Procurement of sports items
 - f) Procurement of music items
6. Promoting Research culture:
 - a) Organising Seminar on

*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)