

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
OF THE IQAC  
2006-07



**Madhab Chandra Das College, Sonai**

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## **Part 'A'**

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

The visit of the NAAC Team in Oct. 2004 and the subsequent gradation achieved by the college has boost up the overall environment of the institution to a great extent and enhanced the reputation of the college. At the same time the achievement has given a great impetus both to the academic and administrative members of this college to strive for achieving the best possible grade.

### **Plan of action**

#### **1. Improvement of infrastructure**

- To complete the construction of a conference hall with permanent sitting arrangement.
- To construct the 1<sup>st</sup> floor of the girls hostel to provide more accommodation for female students coming from remote areas.
- To open college website.
- To begin Remedial Coaching for SC/ST and Minority students.
- To introduce coaching classes for ENTRY INTO SERVICES for SC/ST and minority students.
- To introduce a course on FISHERY and AQUA CULTURE.
- To introduce coaching classes in FUNCTIONAL ENGLISH.

#### **2. Improvement of Teaching Method and Aids**

- To procure audio visual aids for the use of teachers in the classroom / seminar hall etc
- To send proposal to the UGC for introduction of Career Oriented courses.
- To seek UGC funding and permission for conducting a seminar in the Bengali and English department.

### **Achievement**

1. An auditorium in the memory of the legendary political personality of Assam late Moinul Haque Choudhury is under construction which has been provided by the Hon'ble Union minister Sri Santosh Mohan Dev. The construction of the auditorium is going to fulfill a longstanding requirement of the college.

2. The Girls' Hostel which was in its initial stage of construction during the visit of the NAAC PEER team has got completed. The UGC HAS again sanctioned Rs. 35 lakhs for an extended construction of the existing hostel and the construction of the first floor has already begun.

### **Improvement of teaching methods and aids**

**The UGC has sanctioned the following schemes and the fund has also been released for timely implementation of the courses.**

1. Remedial Coaching for benefit of SC/ST and Minority students.
2. Coaching classes for entry into services for SC/ST students.
3. Coaching classes for entry into services for Minority students.
4. Fishery and Aquaculture

All these courses are to be completed by March 2007 as per latest UGC guideline. Accordingly programmes have been framed to implement the specially designed courses within the stipulated time in the best possible way.

## **Part 'B'**

### **1. Activities reflecting the goals and objectives of the institution**

During the academic session 2006-07 M. C. Das College launched several programmes and activities, all of which are aimed at advancing the quality education of the rural students studying in the college, majority of which are deprived of better academic facilities. The following are the important steps undertaken by the college to reach the targeted goal.

#### **I. Activity relating to infrastructural development**

- a) A proposal was submitted to the local M.P. for construction of a conference hall last year who responded promptly and sanctioned the handsome amount for the construction. In addition to this, the O.N.G.C. also added contribution to the construction. The construction which begun towards the end of 2006 and got completed by the beginning of 2007. Thus a great infrastructural requirement of the college has been fulfilled.
- b) Extra care is always taken by the management for providing all possible facilities to the girls' students. The construction of the girls' hostel is a distinct achievement in this regard.

During the session 2006-07 the U.G.C. has sanctioned an additional grant for construction of the 1<sup>st</sup> floor (an extended construction) of the existing hostel. This is no doubt a great achievement for this rural institution. The construction of the 1<sup>st</sup> floor of the hostel has already begun and is expected to be completed before the next academic session. The construction of the girls' hostel is considered to be a great step that will facilitate the female learners, hitherto lagging far behind their male counterparts.

#### **II. Activity relating to networking facilities**

Under the auspices of the NAAC the college has introduced institutional website very recently. The introduction of internet facility will enable the students as well as the teaching and non-teaching staff to keep themselves apprised of the global information.

#### **III. Activities relating to the development of downtrodden communities**

To improve the academic lot of the downtrodden communities like SC/ST and the minorities the college applied for financial assistance to the U.G.C. against various remedial and coaching courses. Accordingly U.G.C. sanctioned Rs. 17, 98,000.00 under the heads viz. remedial coaching class for SC/ST and minority students, coaching classes for entry into services for SC/ST students and coaching classes for entry into services for minority students. All the courses are targeted to be completed by the end of 2007.

#### IV. Activities relating to career oriented programme

Keeping in mind the present job crisis the college management aims to introduce career oriented programme to facilitate the students become self dependent and accordingly two proposals were submitted to the U.G.C. Out of which one viz. Fisheries and Aquaculture was approved by the U.G.C. and the amount (Rs. 7 lakhs) has already been released to run the course. This has become immensely beneficial to the rural students.

#### V. Activities relating to visit of renowned academics and distinguished social activists

For maintaining academic excellence, the college organized guest lectures of reputed thinkers of different areas who highlighted some basic problems which pose important issues of the day.

Detailed information of guest lectures is given below:

Organizing Department	Topics of discourse	Speaker	Designation of Speaker	Date
Economics	Impact of economic refers on agriculture in Barak Valley	Sri Kripa Narayan Roy	HOD, Economics Department, Janata College, Kabuganj	26-12-2006
Philosophy	The place of God in Indian philosophical school	Dr. Gautam Biswas	Professor, Assam University, Silchar	24-07-2006
Manipuri	--	Dr. Nani Gopal Singha	Reader, Assam University, Silchar	17-01-2007

#### VI. Activities relating to educational tour

The picture of educational tour stands thus

Department	No. of Trip	Place	Date
Fishery & Aquaculture	01	Islamabad Rajdighi, Dholai	07-01-2007
History	01	Khaspur, the then capital of the erstwhile Cachari Kingdom	24-01-2007

## VII. Activities relating to survey / field study

The science stream (self-financing course) of the college who conducts the U.G.C. sponsored programme fishery and aquaculture conducted a survey on 14 - 08 - 2006 to assess the effectiveness of fisheries and aquaculture and visited a few big fisheries of Cachar districts accompanied by the students enrolled for the course along with the Director of Fishery Department Mr. Singhajit Singha. The name of the place is Islamabad Rajdighi under Dholai Constituency where the fisheries are located.

## VIII. Activities relating to academic pursuit of faculties

To gather knowledge on the concerned discipline and to impart it to the students, the teachers of the following departments participated in the following courses, workshop, seminars which is stated below:

Name of the Teacher	Department	Name of the Course	Theme	Venue
Dr. N. Nath	Bengali	Workshop	UG Syllabus	Assam University
S. A. Choudhury	English	Workshop	Counseling Skills	Rajib Gandhi National Institute of Youth Dev, Gauhati
K. A. Mazumder	History	Workshop	Counseling Skills	Rajib Gandhi National Institute of Youth Dev, Gauhati

Teachers attending Refresher Course / Orientation Course at various Universities

Name of the Teacher	Department	Course	Duration	University
S. A. Choudhury	English	N.S.S.	20-12-06 To 23-12-06	IIT Kharagpur, Kolkata

## IX. Activities relating to health programme

A two day blood grouping programme was organized by the Health & Sanitation Cell and 120 student's blood groups were done by the visiting physician.

The Student's Union along with the Alumni Association took active part in the Pulse Polio Immunization Programme by way of bringing out rallies, fixing posters and holding talk programme with the villagers.

## **2. New academic programme initiated at U.G. level**

Coaching classes for entry into service for SC/ST and separate programme of the same for the minority students financed by the U.G.C. were conducted.

## **3. Innovation in Curriculum Design and Transactions**

Since all the curricular of the degree classes are prepared by our affiliating Assam University, Silchar. Hence, we have no scope for innovation in curriculum design & transactions of the curriculum.

## **4. Inter-disciplinary programme initiated**

Inter disciplinary activities are considered to be of immense importance to develop inter departmental co-operation in running a course other than the scheduled and routing activities. While submitting proposals to the Y.G.C. for financial grant under the 11th plan, importance has been given in this aspect and the following proposals have been submitted which are of multi disciplinary in nature. The proposals submitted to the U.G.C. are as follows

- i. Functional English
- ii. Mush room cultivation
- iii. Handicraft and Embroidery
- iv. Tourism

## **5. Examination reforms implemented**

The academic monitoring committee has initiated the process of scrutinizing the evaluated answer scripts of the terminal and test examination and in the process many papers were found to have under marking and over marking. The concerned teachers were directed to be more attentive and cautious while providing marks to a particular answer.

## **6. No. of Candidates Qualified for Net/Slet : Nil**

## **7. Total numbers of Seminars / Workshop conducted**

Several departmental seminars were organized during the current session. The Department of Bengali is going to submit a proposal for holding a National Seminar pertaining to Bengali Literature. The department is now framing the proposal.

## **8. Research Project : Nil**

## **9. Patent Generated, if any : Nil**

## **10. New Collaborative Research Programme : Nil**

## **11. Total Research Grants Received from Various Agencies : Nil**

## **12. Number of Researchers : Nil**

### 13. Citation Index of Faculty Members and Impact Factor : Nil

### 14. Honours / Awards to the Faculty : Nil

### 15. Internal Resources Generated

Although the scope for internal resource generation is limited the college earns a handsome amount from its Xerox machine by making photocopy for the students at a moderate rate.

### 16. Details of Departments Getting Sap/Consist/Dst/Fist Etc. Assistance/ Recognition : Nil

### 17. Community Services

The NSS Unit of the college took active part in National Pulse Polio Immunization programme. The NSS volunteers organized group meeting, door to door visit in the rural areas to persuade people to their children for polio immunization centre who due to ignorance and religious superstition use to hesitate in sending their children to immunization centre to take polio drops.

The family members along with the NSS volunteers also organized Medical Camp immediately after the devastating flood that took place in Barak Valley in mid of September 2007 and distributed free medicine among the destitute.

### 18. No. of teachers and officers newly recruited

Department	Name of the teacher	Date of appointment	Qualification
Bengali	Dr. A. M. Laskar	11-01-2006	M.A., B.Ed., M.Phil, Ph.D.
Manipuri	Mrs. Mangala Singha	10-05-2007	M.A. (NET qualified)

### 19. Teaching and non-teaching staff ratio : 2:1

### 20. Improvement in library services

During the current academic session a few new journals have been subscribed for the library. Besides, a good number of books of different discipline have been purchased.

Arrangement has been made for a new reading room adjacent to the existing room. Besides, 10 Nos. of new book shelves (steel almirah) have been purchased for the new books purchased recently.

### 21. No. of new books/ journals subscribed and their value

The new addition to the library stands as follows

No. of Books	Costing (Rs.)	No. of Journals	Costing (Rs.)	No. of News Papers	Costing (Rs.)
1225	326568.00	6	6200.00	3	2850.00

## **22. No. of courses for which student assessment of teachers is introduced and the action taken on student feed-back**

The IQAC puts great emphasis on the students' assessment of the teachers so as to ensure and develop teaching efficiency among the faculty members. The merits of the teachers in question are pointed out and measures are worked out by way of holding discussion among the faculty members for better and efficient teaching. Generally a student assesses a teacher in the following process

- a) Outgoing students are provided with a form with asset of questionnaires who have to return the duly filled in questionnaire pertaining to the teachers' teaching technique.
- b) Through class room inter-action.
- c) Through departmental seminars and other multi disciplinary discusses.

Students' feedback on teachers' is provided for developing teaching excellence of the faculty members. It has been found that a teacher on being apprised of the feedback tries to overcome the drawback if any in his teaching method and makes prompt improvement.

## **23. Unit Cost of Education**

- a) Rs. 7920.00 (Actual excluding salary) per year
- b) Rs. 13920.00 (Actual, including salary) per year

## **24. Computerization of Administration and the Process of Admission, Examination Result and Issue of Certificates:** As earlier stated.

## **25. Increase in the Infrastructural Facilities**

During the current academic session the following infrastructural facilities have been added to the college

- a) Introduction of institutional Web site (to be activated shortly)
- b) Construction of the 1st floor of the existing Girls' Hostel
- c) Teaching aids and equipment: One more computer, a soundless generator, inverter and a multi purpose photo copier have been purchased which have solved some badly needed infrastructural requirement of the college.

## **26. Technology Up gradation : Nil**

## **27. Computer and Internet Access and Training to Teachers and Students**

25 Nos. of students have been trained through the Computer Training Programme run by the college in collaboration with a private computer training farm.

### **28. Financial Aid to Students**

The devastating flood in September 2007 had a grim effect on the rural mass. As majority of the students hail from the adjacent villages and remote flood affected areas has been a great cry for the financial assistance from the students. Accordingly the management granted financial support to nearly 60 Nos. of poor students to maintain their educational expenses.

### **29. Activities and Support from the Alumni Association : Nil**

### **30. Activities and Support from the Parent-Teachers Association**

To assess the teaching learning process of the college in a better perspective a meeting was organized in the college by the Parents-Teachers Association towards the end of August 2007. In the meeting opinions were exchanged among the teachers and guardians to ensure quality education and all-round development.

### **31. Health Services**

The college has a permanent Health Care Centre which is supervised by a retired Doctor. The Health Care Centre is active in such programmes like Pulse Polio Immunization, AIDS awareness, Blood donation, Blood grouping etc.

### **32. Performance in Sports Activities**

The Students Union in collaboration with the Sports and Game Cell of the college organized a friendly cricket match between the teaching staff of the college and the office staff of the office of the Sub-Deputy Collector.

During the College Week the Students Union organized musical and dance competition programme. The Manipuri students organized a Fashion Show of traditional Manipuri Wearing which received acclaim from all over.

### **33. Incentive to Outstanding Sports Persons : Nil**

### **34. Activities of the Guidance and Counseling Units : Nil**

### **35. Placement Services Provided to the Students : Nil**

### **36. Development Programmes For Non-Teaching Staff : Nil**

### **37. Healthy Practices of the institution**

Apart from the regular supervision of the Principal cum Secretary, the members of the Governing Body of the college keep constant touch especially with the various development aspects of the institution. Thus the students as well as the faculty members along with the non-teaching staff have easy accessibility to the management which strengthens the working spirit of all concerned.

### **38. Linkage developed with National / International, Academic/Research bodies : Nil**

### **39. Any other Relevant Information about the Institution you wish to add : Nil**

## Part 'C'

### \* Action plans of institution for the next year

The plan of action chalked out by the IQAC for the next year 2007-08 towards quality enhancement. The plans of actions are follows

#### **1. Improvement of infrastructure**

- a) To repair the damaged ceiling of the class rooms of the old block (East Block)
- b) To construct a new library cum reading room if U.G.C. sanctions necessary fund for which proposal has been submitted under 11th Plan
- c) To construct additional room for extension activities if any funding agency provides assistance
- d) To complete the construction of the 1<sup>st</sup> floor of the girls hostel
- e) To continue remedial coaching and coaching classes for entry into services for SC, ST and minority students if recurring grant is released by the U.G.C.

#### **2. Improvement of teaching method and aids**

- a) Use of LCD projector in the class rooms / seminar halls etc. as far as practicable
- b) To pursue the status of proposals sent to U.G.C. for two more careers oriented courses
- c) Appointment of teachers in the Department of Persian and History
- d) To increase (purchase) number of books and journals in the college library
- e) To publish a Souvenir following the Silver Jubilee Celebration of the college

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