

# THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC 2008-09



**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 achieved by the end of the year, i.e., 2008-09.

### **Plan of action**

#### **1. Improvement of facilities in existing premises of the College. The following items are to be given priority**

- \*Renovation of the boy's common room by replacing the damaged windows and constructing A.C. Budge Board ceiling etc.
- \* Repairing and renovation of girls common room by replacing the damaged C.I. sheet in roofing and limber member of roof trusses and other minor repairing work as required.
- \*To improve the girls toilet facilities.
- \*To effect College Automation Software for both academic and administration.

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

- \* To send proposal to the UGC for renewal of remedial coaching classes for SC, ST and Minorities.
- \* To send proposal to the UGC for introduction of certificate course in Functional English.
- \*To use LCD Projector in the class room/seminar etc.
- \* To activate SOUL Software for administrative use.
- \*To appoint teachers in the department of History and Political Science.

### **Achievement**

#### **Improvement of infrastructure**

1. The renovation of the boy's common room has been done. The bamboo ceiling has been replaced by A.C. Budge Board. The two damaged windows have been replaced by newly framed windows. Water proof cement painting has also been done to the boy's common room.
2. The girl's common room has been repaired and renovation work such as A.C. Board ceiling construction, replacement of damaged C.I. sheet and limber member of trusses, water proof cement painting and distempering work has also been completed.
3. Girls toilet facilities have been improved upon by providing squatting plate, counter top wash basin, mirror. A 1000 litre capacity PVC water tank has been added separately to the girl's common room for supply of water.

**Improvement of teaching methods and aids. The College library has been enriched with the new addition of books**

<b>Grant received</b>	<b>Volumes</b>	<b>Costing</b>
5,00,000.00 From DHE	809	5,00,000.00
9429.00 College Fund	10	9429.00
1,25,450.00 UGC	220	1,25,450.00

## Part 'B'

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

M.C. Das College is located in a rural area predominated by SC, OBC and religious minorities. Poverty, ignorance and illiteracy still characterize the area. As such the College was founded with the noble mission to serve those downtrodden people and to improve their lot. The institution is committed to achieve this ultimate goal and launches its activities keeping this view in mind. The following are the important step taken in this connection:

- i. Like the preceding year in this also the College is going to conduct remedial coaching classes for SC, ST and Minority students.
- ii. Functional English (Certificate Course) has been introduced to equip the rural students with good command in English language.

#### i. Activity relating to infrastructural development

The construction of the 1st floor of the Girls Hostel has been completed. The UGC sanctioned Rs. 35 lakhs for this extended construction of the Girls Hostel. The completion of the 1st floor of the Girls Hostel has increased the lodging accommodation of the female students from 20 to 30 and is undoubtedly a great achievement towards development of female education in this economically backward rural area.

The College management is very keen about the problems of the female students and is always made to provide them with maximum academic and infrastructural facilities. In a bid to improve their lot, the management has decided to renovate the girl's common room and accordingly renovated girl's common room.

#### ii. Activity relating to networking facilities: Nil

iii. Activities relating to the development of downtrodden communities - Approval for Remedial Coaching Classes for Sc/St and Minority students have been submitted to the UGC

#### iv. Activities relating to visit of renowned academic and distinguished social activists

For upgrading academic excellence lectures on burning issues and topics of inter disciplinary nature were organised by various department of the College during the academic session 2008-09 by inviting distinguished persons from various fields.

Detailed information of such programme is given below:

Organising Department	Topics of discourse	Speaker	Designation of speaker	Date
Bengali & English	Contemporary trends' in Bengali literature	Dr. Priyakante Nath	Associate Professor	20-04-2009

#### **v. Activities relating to educational tour**

The College received a grant of Rs. 1 lakh from the UGC to undertake educational tour during the session 2008-09.

Accordingly the College organised three different educational tours to places of economic and historical importance of Barak Valley. The tour was organised on 13-05-2009. Three spots of different nature were selected and the students were allowed to make their own choice of any of the three spots. A group of 90 students were divided into three equal groups headed by a senior faculty member as team leader accompanied by other teachers.

One of the groups was conducted by the Department of History and was taken to Khaspur, a very important historical place of North East being the capital of the Cachari Kingdom.

The second group was conducted by the Department of Economics and spot selected for the tour was Jayashree Tea Industry (A Birla Group of Enterprises of Labok and Dewan Division of Cachar district).

The Department of Commerce similarly took the third group of students to Valley Strong Cement Industry of Karimganj district and also visited some Brick Industries of the Karimganj district.

#### **The picture of the educational tour stands thus**

<b>Organising Department</b>	<b>No. of trip</b>	<b>Place</b>	<b>Importance of the place</b>	<b>Date</b>
Economics	01	Jayashree Tea Industry, Labok	Economic importance	13-05-2009
History	01	Khaspur	Historical	13-05-2009
Commerce	01	Valley Strong Cement Industry, Badarpurghat	Commercial importance	13-05-2009

#### **vi. Activities relating to survey/field study: Nil**

#### **vii. Activities relating to academic pursuit of faculties**

The following teachers attended Refresher Course/Orientation Course during the session 2008-09

1. Sri Hrishikesh Nath, Assistant Professor, Department of Economics
2. Mrs. Mangala Laisram, Assistant Professor, Department of Manipuri
3. Dr. Abdul Matin Laskar, Assistant Professor, Department of Bengali

### **viii. Activities relating to health orientation programme**

On 12th Oct, 2009 under the auspices of the Extension Education Cell in collaboration with Nabaprayash N.G.O. a Blood Grouping Camp was organised at Govindanagar L.P. School, Sonai which was attended by large number of volunteers.

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

- a. Remedial Coaching classes are going to be conducted with the financial assistance from the U.G.C.
- b. Functional English Course (certificate course) will begin from July, 2009. Syllabus has been prepared by the English Department and has been sent for approval of the University. Related books have been ordered to the publishers.

### **3. Innovation in-curriculum design and transactions: Nil**

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

### **5. Examination reforms implemented**

The College proposes to introduce semester system of examination in the U.G. classes as per university guide line. Besides, the College has received a grant worth Rs. 1 lakh from the UGC for examination reforms. The amount will be utilized after receiving proper guideline from the University for introducing semester system.

### **6. No. of candidates qualified for NET/SLET: Nil**

### **7. Total nos. of Seminar/Workshop conducted: Nil**

### **8. Research project**

One teacher of the Commerce Stream named Jaidul Islam Mazumder received UGC grant of Rs. 1,35,000/- for conducting a Minor Research project entitled "Study of Bricks Industry in Borkhola Dev. Block". The work has been initiated by him in the current year.

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

### **10. New collaborative Research programme: Nil**

### **11. Total Research Grants received from various agencies: Rs. 1,35,000.00 from UGC.**

### **12. No. of researchers: 01 (One)**

### **13. Citation Index of faculty members and impact factor: Nil**

### **14. Honours/ Awards to the faculty: Nil**

### **15. Internal Resources generated**

The College has started generating resources from its photocopies centre and a considerable amount was gained during the academic period.

### **16. Details of departments getting Sap/Consist/Dst/Fist etc. Assistance/Recognition: Nil**

### **17. Community Services: Nil**

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

One teacher in the Department of Persian was recruited in the academic year 2008-09. One more recruitment in the Department of History is still under process.

**19. Teaching and non-teaching staff ratio: 2:1****20. Improvement in library services**

Top priority was given on the improvement of library service during the session. Use of computer and enhancement in the volume of books made a significant achievement in the library service. Reading room has been provided with more furniture.

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

The new addition to the library stands as follows

No. of books	Costing (₹)	No. of journals	Costing (₹)	No. of news papers	Costing (₹)
1500	375650.00	10	8500.00	5	3750.00

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

Like the preceding academic session in this year also the student assessments of teachers continues in the following process:

- Outgoing students assess their teachers in prescribed forms.
- Through class room inter-action.
- Through departmental seminars and other academic discourse.

The feedback received from students is analyzed in the meeting of the Academic Monitoring Committee and necessary suggestions are given to the concerned teacher for improvement in the desired field.

**23. Unit cost of education**

- Rs 1250.00 (actual excluding salary) per year
- Rs. 8500.00 (actual, including salary ) per year

**24. Computerisation of administration and the process of admission, examination result and issue of certificates**

The process of introducing software automation for the following items is on the process.

- Academics: Students profile, attendance, examination profile (both University and College), Registration Process, Academic Calendar, Result Preparation, Identity Card generation etc.
- Administration: Teachers profile, staff attendance register, office file management and relevant reports.

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

During the academic session 2008-09 the following infrastructural facilities have been added to the College

- a. Computer and Internet Connectivity.
- b. Upgradation and development of reading room facilities.
- c. Renovation of girl's common room.
- d. Renovation of boy's common room.
- e. Development of College gymnasium.

**26. Technology upgradation: Nil****27. Computer and Internet Access and Training to Teachers and Students: Nil****28. Financial Aid to students**

Free-studentship is provided to needy students coming from poor families.

**29. Activities and support from the Alumni Association: Nil****30. Activities and support from the Parent-Teachers Association: Nil****31. Health Services: Nil****32. Performance in Sports Activities**

The students won the runners cup in the football match played between the College and N.G. Higher Secondary School, Sonai.

**33. Incentive to outstanding sports persons: Nil****34. Activities of the guidance and counseling unit: Nil****35. Placement services provided to the students: Nil****36. Development programmes for non-teaching staff: Nil****37. Healthy practices of the institution****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 2009-2010**

The plan of action chalked out by the IQAC for the next year 2009-10 towards quality enhancement. The plans of actions are follows-

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

For improvement of facilities in existing premises of the College the following items have been chosen on priority basis.

- I. Renovation of the ceilings of two class room by furnishing with A.C. Board in the West Block of the College.
- II. Construction of a toilet attached to the Teachers' Common Room.

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

- I. To purchase at least 03 number of Laptop for conducting Functional English Course.
- II. To purchase 05 numbers of desktop PC for Internet Connectivity.
- III. To purchase a good quality printer.
- IV. To submit a proposal to the UGC for providing fund for a National Seminar
- V. To submit proposal by the faculties for providing fund for Minor Research Projects.
- VI. To purchase books relevant to Functional English Course.
- VII. To purchase reference books for College Library.
- VIII. To publish College Magazine 'Prantashree' for the session 2009-2010.

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