

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution	M.C. DAS COLLEGE, SONAI
1.2 Address Line 1	P.O.-SONAIMUKH
Address Line 2	DIST.-CACHAR (ASSAM)
City/Town	SILCHAR
State	ASSAM
Pin Code	788119
Institution e-mail address	mcdcollege1972@gmail.com
Contact Nos.	03842-274634 / 03842-274432
Name of the Head of the Institution:	DR. BAHARUL ISLAM LASKAR
Tel. No. with STD Code:	03842-274432
Mobile:	9435988843

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

Date:

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.00	2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR _____ Nil _____ (DD/MM/YYYY)4
- ii. AQAR _____ Nil _____ (DD/MM/YYYY)
- iii. AQAR _____ Nil _____ (DD/MM/YYYY)
- iv. AQAR _____ Nil _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Science & Commerce Stream are in the affiliated stage. Hindi & Arabic programmes of Arts stream are also in the affiliated stage.

1.12 Name of the Affiliating University (for the Colleges)

ASSAM UNIVERSITY, SILCHAR

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University N/A

University with Potential for Excellence N/A UGC-CPE N/A

DST Star Scheme	N/A	UGC-CE	N/A
UGC-Special Assistance Programme	NIL	DST-FIST	NIL
UGC-Innovative PG programmes	NIL	Any other (<i>Specify</i>)	NIL
UGC-COP Programmes	YES	Fishery & Acqua culture	

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	Nil
2.4 No. of Management representatives	01
2.5 No. of Alumni	Nil
2.6 No. of any other stakeholder and community representatives	Nil
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	Nil
2.9 Total No. of members	10
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="01"/> Faculty <input type="text" value="03"/>
	Non-Teaching Staff <input type="text" value="01"/> Students <input type="text" value="01"/> Alumni <input type="text" value="01"/> Others <input type="text" value="00"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="50,000.00"/>

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The IQAC chalked out the plan of action related with the infrastructure, curricular aspects, teaching learning evaluation, extension activities, student support and progress and healthy practices mechanism is managed by the IQAC.

2.15 Plan of Action by IQAC/Outcome

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 *

Plan of Action	Achievements
Attached in Annexure No. 1	Attached in Annexure No. 2

* Attach the Academic Calendar of the year as Annexure. No.3

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR is placed before the management and the management after trapping the entire process run by the IQAC give direction for the necessary improvement in chalking out the plan for the entire year.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	08	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	01	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	09	Nil	Nil	Nil

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	08 + 02 (self financing)
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

N/A

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	15	05	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

02

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	00	04
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	01	Nil
Presented papers	Nil	Nil	Nil
Resource Persons	Nil	Nil	Nil

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The institution followed the guideline furnished by the affiliating University.

2.7 Total No. of actual teaching days during this academic year

189

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Nil

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

01	00	00
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2.10 Average percentage of attendance of students

63%

2.11 Course/Programme wise
distribution of pass percentage :

2009-2010

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Arts Part-III	192	Nil	0.52	8.34	40.10	48.96
Science Part-III	05	Nil	Nil	Nil	20%	20%
Commerce Part-III	06	Nil	Nil	Nil	15%	15%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The quality checks instituted by the IQAC in the form of (a) student assessment of class room teaching, (b) teacher wise, subject wise analysis of university result (c) periodic staff meeting by revised of departmental performance and (d) giving most importance to faculty development all go together to gear up the teaching learning and the evaluation procedure at the college.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	02
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	Nil	12	Nil
Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC of the College plays great emphasis on promoting Research climate in the institution by providing the faculties research information and helping them in undertaking the venture. Under the initiative of the IQAC five nos. of MRP are being conducted by the faculties belonging to the relevant department.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	04	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	4,60,000/-	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	Nil	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	2009-10	UGC NERO	4.60 lakh	4.60 lakh
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil

Any other(Specify)	Nil	Nil	Nil	Nil
Total			4.60 lakh	4.60 lakh

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	01
Sponsoring agencies	Nil	Nil	Nil	Nil	ACTA

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil

3.16 No. of patents received this year

	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

00

00

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level N/A State level N/A
National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level Nil
National level Nil International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil
National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level	N/A	State level	N/A
National level	N/A	International level	N/A

3.25 No. of Extension activities organized

University forum	Nil	College forum	04
NCC	Nil	NSS	01
		Any other	Nil

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

(a) Awareness programme on disaster management

(b) Blood Donation camp under the auspices of the Red ribbon Society of the College.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	80,000 sq.ft.	Nil	College	80,000 sq.ft.
Class rooms	50,000 sq.ft.	Nil	Nil	80,000 sq.ft.
Laboratories	2000 sq.ft.	1,000 sq.ft.	College Fund	3000 sq.ft.
Seminar Halls	Nil	Nil	Nil	Nil
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	10	10	UGC	20
Value of the equipment purchased during the year (Rs. in Lakhs)	2,50,000.00	3,23,500.00	UGC	5,73,500.00
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

Computerisation of the Office and Library under process

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5500	27,08300.00	421	2,00,011.00	5921	29,08311.00
Reference Books	609	5,48,00.00	141	70,000.00	750	6,18,000.00
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	05	5,850.00	03	9,000.00	08	14,850.00
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	10	00	02	01	5	02	00	Nil
Added	10	00	01	00	5	02	Nil	02
Total	20	00	03	01	10	04	00	02

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

The Computer Basic programme is conducted for students.

4.6 Amount spent on maintenance in lakhs :

i) ICT

25,000.00

ii) Campus Infrastructure and facilities

3,00,000.00

iii) Equipments

3,23,500.00

iv) Others

2,50,000.0

Total :

8,98,500.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Under the initiative of the IQAC the counselling and guidance cell arranges counselling programmes from time to time by inviting expert from Industries and other fields. The IQAC also arranged computer literacy programmes to attract students attention to the importance of computer literacy.

5.2 Efforts made by the institution for tracking the progression

Internal Assessment in the form of Unit Test is conducted at scheduled intervals. Records are maintained regarding the achievement of students to track his/ her progress in the subsequent examinations..

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
540	Nil	Nil	Nil

(b) No. of students outside the

Nil

state

(c) No. of international students

Nil

Men	No	%	Women	No	%
	297	55%		243	45%

No	%
243	45%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
250	140	3	97	Nil	490	265	162	05	108	Nil	540

Demand ratio

Dropout % 8%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Coaching classes for entry in to services for SC/ST and minority students was conductive by inviting Govt. Officials and industrialist. The fund was made available by the UGC.

No. of students beneficiaries

40

5.5 No. of students qualified in these examinations

NET	<input type="text" value="N/A"/>	SET/SLET	<input type="text" value="N/A"/>	GATE	<input type="text" value="N/A"/>	CAT	<input type="text" value="N/A"/>
IAS/IPS etc	<input type="text" value="N/A"/>	State PSC	<input type="text" value="Nil"/>	UPSC	<input type="text" value="Nil"/>	Others	<input type="text" value="Nil"/>

5.6 Details of student counselling and career guidance

Under the initiatives of the career guidance cell 3 nos. of programmes were arranged during the session. Experts from district employment exchange and district industry centre attended the programme.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

International Women's Day is observed every year to create Awareness on women empowerment.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	10	Rs. 5000/-
Financial support from government	Nil	Nil
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To give a practical shape of the concept of “man making education” enshrined in the gandhian philosophy and facilitate rural students especially the SC, St and minorities and above all the rural female learners to have access to higher education, the founding fathers invested their all out efforts that initially resulted in getting the foundation stone of the College laid on the 28th day of August 1972. Since then the College has the sustained vision of providing access to higher education to the students of the rural community who were devoid of academic facilities of their urban counterpart. The College Also cherishes a vision of providing access to higher education to the woman of this remote part of Barak Valley, backward both from the economic and educational point of view. The College can now boost of reaching its desired goal as the present boy-girl student ratio continues to be in favour of girl students. The existing boy-girl student ratio is 48:52 which is undoubtedly a conspicuous achievement of a rural institution located in an area steeped in poverty, ignorance and illiteracy.

The vision and mission of the College can be summerised as follows;-

- To transform in to action the concept of “man making education”
- To impart quality education among the rural students by inculcating the moral and aesthetic aspect of education.
- To extend every possible assistance to students belonging to the non creamy layer to get them established in the prevailing extremely competitive society.
- To fight against discrimination based on gender, language and religion and help establishing a harmonious and enlightened society of mutual co existence.
- To help its students to discover and tap their dormant potential to become properly integrated personalities who will emerge as responsible and productive citizen of the country.

6.2 Does the Institution has a management Information System

Nil

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Curriculum developments programmes cannot be initiated. The College having no autonomy cannot initiate any curriculum development programme.

6.3.2 Teaching and Learning

Annual Teaching plan is prepared by individual department and the course is conducted as per this teaching schedule.

6.3.3 Examination and Evaluation

The examination & evaluation process is followed as per concerned university guideline.

6.3.4 Research and Development

Four teachers of Asstt. Prof. rank are conducting Minor Research Project.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library computerisation as well as automation to be initiated from the session.

6.3.6 Human Resource Management

A series of Co-curricular and extra-curricular activity initiated throughout the year to supplement and complement the study and expose the students to all round experiences so necessary for development of a balanced personality.

6.3.7 Faculty and Staff recruitment

Nil

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

The entire admission process is conducted by admission committee through screening and selection sub-committee.

6.4 Welfare schemes for	Teaching	Nil
	Non teaching	Nil
	Students	Conveyance/House Rent is paid to the students coming beyond 10 km distance from the institution. The fund is made available by the UGC

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes	Local Body	Yes	Chartered Accountant

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

The Alumni's extend helping hand in organizing almost all of the community related programme organized by the Extension Education Cell of the College, such as Blood Donation Camp, Blood Grouping Camp, Diabetes Detection camp, Cataract Detection camp etc

6.12 Activities and support from the Parent – Teacher Association

The Parent Teachers Association use to play a great role in maintaining internal discipline of the College. In fact, prior to the commencement of every academic session, a meeting of the Association is to conveyed in which co-operation is sought from the Parents/guardian to improve the academic environment of the College by urging the students to maintain class attendance, College discipline and so on and so forth.

6.13 Development programmes for support staff

Nil

6.14 Initiatives taken by the institution to make the campus eco-friendly

Nil

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Under the rigid University affiliating system there is little scope for introduction of institutional innovative practice. However going beyond the framed model the management has started seeking assistance from leading NGOs for various community related programmes.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The action plan prepared by the IQAC after being placed before the management gets thoroughly reviewed and direction is given for necessary improvement in succeeding years.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. To ensure maintain and uphold communal harmony inter-face meeting were organised on the occasion of Annual Milad and Swaraswati Puja by inviting religious dignitaries to deliver speech on selected topics.
2. One of the missions of the college is to promote women empowerment and provide them to access to higher education. Keeping the vision in mind, International Women Day was observed with special elaborate arrangement.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Awareness programme on the evils of deforestation was organised in Co-operation with the local Range forest office.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Early accessibility to the management has strengthened the team spirit and also brought about total identification of the teaching and Non-teaching staff with the development of the college.

8. Plans of institution for next year

Attached in Annexure No. 4

Name Sabir Ahmed Chowdhury



Signature of the Coordinator, IQAC

Name Dr. Baharul Islam Laskar



Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE 01

PLAN OF ACTION

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

1. Improvement of infrastructure

1. 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.

ANNEXURE 02

ACHIEVEMENTS

Improvement of infrastructure

1. The renovation of two class rooms in the West Block of the College has been completed replacing the Old worn-out ceiling by A.C. Board.

- (i) A new toilet has been constructed attached to the Teachers' Common Room.

Improvement of Teaching method and Aid

- (i) Three numbers of Laptop have been purchased to be used for conducting the on-going certificate course in Functional English.
- (ii) As proposed towards the beginning of the year five numbers of Desktop have been purchased to be utilized for Internet Connectivity.

(iii) A Dot Matrix Printer Wep LQ 5235 has been purchased to facilitate the students and the faculties to get print out of any typed item.

(iv) A proposal seeking fund for conducting a National Seminar on 'Panchayati Raj Institution and Democratic Decentralisation.' Was submitted to the UGC which has received a grant of Rs. 1,12,500.00. The following faculty members submitted four numbers of MRP to the UGC for providing fund. The name of the faculties and the title of their individual MRP are as follows-

1. Jaidul Islam Mazumder, Deptt. of Commerce- Title of the MRP- A study of bricks industry in Borkhola Development Block.
2. Sri Hrishikesh Nath -Deptt. of Economics- Title of MRP- "A Study of Problems & Prospects Of Micro & Small Enterprises Of Assam With Special Reference To Cachar District".
3. Sri Munim Ahmed Barbhuiya-Deptt. of Economics- Title of the MRP – Rural Development under Panchayati Raj Institutions : A care study in Cachar district of Assam.
4. Dr. Abdul Khaliq Laskar – Deptt. of Persian- Titla of the MRP – Contribution of Persian to Islamic scholarship during the Abbasid period (750-125 A.D.) during XIth plan period 2011 under UGC.
5. Sri Khaled Azam Mazumder- Deptt. of History – Title of the paper – "Impact of Swadesi movement in Barak Valley with special reference to modern Cachar".

All of the five proposals received UGC approval.

ANNEXURE 03

ACADEMIC CALENDER:- 2009-2010

M.C. DAS COLLEGE, SONAI
P.O.- Sonaimukh, Dist- Cachar (Assam)
Phone:- 03842-274432

JULY-2009

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	Nil	27	27	Nil	Nil

Activities: (a) H.S. 1st Year, TDC 1st Year Classes Start from 1st of the Month.
(b) H.S. 2nd Year, TDC 2nd Year Classes Start from 31st of the Month.
(c) Admission to all classes likely to be complete by 31st of the month.

AUGUST-2009

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	04	22	22	Nil	Nil

Activities: (a) All classes to continue
(b) 1st unit test in the last part of the month

SEPTEMBER-2009

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	08	18	16	Nil	Nil

Activities: (a) All classes to continue
(b) Teachers welcome & students union formation.
(c) 2nd unit test on the Puja vacation

OCTOBER-2009

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	16	12	12	Nil	Nil

Activities: (a) All classes to continue

NOVEMBER-2009

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	02	23	23	Nil	Nil

Activities: (a) All classes continue
(b) 3rd unit test on the first part of the month & 4th unit test at the last part of the month.

DECEMBER-2009

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	02	25	12	08	05

Activities: (a) All classes to continue
(b) Test Exam for all classes on the first part of the month
(c) College week from 26th to 30th of the month.

JANUARY-2010

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	04	22	22	Nil	Nil

Activities: (a) All classes to continue

FEBRUARY-2010

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	03	22	15	06	Nil

Activities: (a) All classes to continue
(b) H.S. 2nd year classes dissolved from 1st day of the month.
(c) H.S. 2nd year & TDC final exam are likely to be held from 21st of the month.

MARCH -2010

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	02	25	Nil	25	Nil

Activities: (a) H.S. 1st year & TDC final exam continue likely to be completed by the month.

April-2010

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	02	24	24	Nil	Nil

Activities: (a) Provisional classes for H.S. 2nd year, TDC 2nd year & TDC 3rd year likely to be commenced from the 1st day of the month.

MAY-2010

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	12(-2)	16	15	Nil	01

Activities: (a) Classes to continue up to the 18th of the month.
(b) language H.S.1st year day observe with 19th of the month.
(c) Summer Vacation starts from the 20th of the month.

JUNE-2010

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	26	NIL	NIL	Nil	NIL

Activities: (a) Summer vacation continue throughout the month.
(b) Preparation of college routine & Academic Calendar by Academic Monitoring Committee of IQAC of the college.

ABSTRACT

Month	Total Days	Sundays	Holidays & Vacation	Working Days	Teaching Days	Exam	Other
July 2009	31	04	Nil	27	27	Nil	Nil
August-2009	31	05	04	22	22	Nil	Nil
September-2009	30	04	08	18	16	Nil	02
October-2009	31	04	15	12	12	Nil	Nil
November-2009	30	05	02	23	23	Nil	Nil
December-2009	31	04	02	25	12	08	05
January-2010	31	05	03	23	23	Nil	Nil
February-2010	28	04	03	21	15	06	Nil
March-2010	31	04	02	25	Nil	25	Nil
April-2010	30	04	02	24	24	Nil	Nil
May-2010	31	05	10	16	15	Nil	01
June-2010	30	04	26	Nil	Nil	Nil	Nil
Total	365	52	77	236	189	39	08

Total working days : 236 days

Teaching Days: 189 days

Sundays, Holidays & Vacation: 129 days

This calendar is tentative and subject to necessary modification if & when necessary consequent upon the publication of the programs of final examination of the council and the University in due time.

Prepared by:

H.K. Nath
Convenor
Academic Monitoring Committee
M.C.Das College, Sonai



Dr. Baharul Islam Laskar
Principal
M. C. Das College Sonai

ANNEXURE 04

Plans of institution for next year

The plan of action chalked out by the IQAC for the next year (2010-2011) towards quality improvement. The plans of actions are as follows:-

1. Improvement of Infrastructure-
 - i. Construction of academic building providing rooms for IQAC/NSS/NCC.
 - ii. To increase enrolment strength in Computer Education.
 - iii. To sent proposal to the UGC for construction of Indoor Sports Complex.
 - iv. Construction of a new library building.
2. Improvement of teaching method and Aids-
 - i. To appoint teacher in the deptt. of Pol. Sc.
 - ii. To submit proposal for sanction of grant for conveyance and house rent allowances to students.
 - iii. Fresh MRP to be submitted to the UGC by the faculty members.
 - iv. To submit proposal to the UGC for holding a National Seminar & a Workshop.
