

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

1. 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:

SABIR AHMED CHOWDHURY

Mobile:

09707476841

IQAC e-mail address:

mcdiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ASCOGN12004

1.4 NAAC Executive Committee No. & Date:

Date:- 04-11-2004

(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)

1.5 Website address:

www.mcdcollege.org.in

Web-link of the AQAR:

http://www.mcdcollege.org.in/IQAC/AQAR 2014-15.pdf

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 | | 2004 | 2009 |
| 2 | 2 nd Cycle | | | | |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

18-01-2005

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

2014-15

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- 2009-10 on 08-08-2014 (DD/MM/YYYY)4
 ii. AQAR-2010-11 on 08-08-2014 (DD/MM/YYYY)
 iii. AQAR-2011-12 on 08-08-2014 (DD/MM/YYYY)
 iv. AQAR-2012-13 on 08-08-2014 (DD/MM/YYYY)
 v. AQAR-2013-14 on 09-08-2014 (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 concurred stage.Hindi, Education & Arabic programmes of Arts stream are also in the concurred 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 | NIL | | |

2. IQAC Composition and Activities

| | |
|---|-------------------------|
| 2.1 No. of Teachers | 06 |
| 2.2 No. of Administrative/Technical staff | 02 |
| 2.3 No. of students | 01 |
| 2.4 No. of Management representatives | 01 |
| 2.5 No. of Alumni | 01 |
| 2.6 No. of any other stakeholder and community representatives | 08 |
| 2.7 No. of Employers/ Industrialists | 01 |
| 2.8 No. of other External Experts | 01 |
| 2.9 Total No. of members | 21 |
| 2.10 No. of IQAC meetings held | |
| 2.11 No. of meetings with various stakeholders: | |
| | No. 04 Faculty 02 |
| Non-Teaching Staff Students | 01 Alumni 01 Others Nil |

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

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

During the session activities viz. blood donation, mock interview among the students, etc were organized and sponsored by 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 |
|--------------------|--------------------|
| As per Annexure-01 | As per Annexure-02 |

* Attach the Academic Calendar of the year as Annexure. 03

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 for the session 2014-15 was approved by the Governing Body and worked it to be submitted to NAAC in due time..

Part – B

Criterion – I

1. 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 | 03 | 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 | 02 | Nil |
| Total | 09 | Nil | 05 | 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 | - |
| Annual | - |

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.

The department of Education, Arabic & Hindi have received concurrence recently.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 20 | 14 | 06 | 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 |
| - | 02 | - | - | - | - | - | - | - | 02 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

07

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | Nil | 01 | Nil |
| Presented papers | Nil | 02 | Nil |
| Resource Persons | Nil | Nil | Nil |

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

The college has introduced feedback method in the classroom and exit interviews and feedback from the outgoing students. The post admission evaluation based on unit test as has been introduced by the college helps categorize the poor learners from the advanced ones and enables effective use of the classroom teaching with intensive focus on the slow learners to remedy their deficiency by taking additional classes in a planned and orderly manner.

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

171

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 (curriculum restructuring) | 01 | |
|--------------------------------------|----|--|

2.10 Average percentage of attendance of students

| |
|-----|
| 64% |
|-----|

2.11 Course/Programme wise distribution of pass percentage :

2014-2015

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------------|--------------------------------|---------------|-----|-------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| Arts 6th Sem | 223 | - | - | 4.48 | 13.90 | 18.64 |
| Science 6th Sem | 02 | - | 50 | 50 | - | 100 |
| Commerce 6 th Sem | 13 | - | - | 15.38 | 46.15 | 61.54 |

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

The IQAC organises meeting with faculties and other stakeholders and through this process track the strength and weaknesses in the teaching -learning processes and necessary tips are provided to remove the detected weaknesses and improve their lot. The IQAC also put utmost importance on the maintenance of the stipulated 180 teaching-learning days by inspiring the faculties to work even on holidays to provide the students with full academic content.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 02 |
| UGC – Faculty Improvement Programme | Nil |
| HRD programmes | Nil |
| Orientation programmes | Nil |
| 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 | 13 | 01 | - | - |
| Technical Staff | Nil | Nil | Nil | Nil |

During the session various academic co-curricular and community related programmes such as; Users Orientation Programme, Publication of proceedings and research articles of the National Seminar and National Workshop organised in 2010 and 2011 respectively by the College, Publication of an anthology of research articles, Career Counselling Programmes, blood Group Detection Camp, Free Medical Camp for Women, Disaster Management programme etc. have been organised under the initiative of various cells of the IQAC.

Besides these programmes, a special lecture on Contemporary Literary Trends was organised by the Deptt. of Bengali and sponsored by the IQAC which was addressed by Prof. Tapodhir Bhattacharjee, former vice-chancellor of Assam University, Silchar. In addition to these the NSS unit of the College also arranged a 4 day training programme on disaster management sponsored by office of the Controller of Civil Defence, Kamrup and The Deputy Controller, Civil Defense W/o cum Demonstrator, Civil Defence conducted the programme. The NCC volunteers of the College also participated in a the 4-day camp conducted at National Institute of Technology, Silchar.

2.15 Plan of action

Plan of action

As per annexure -01

Achievements

As per Annexure -02

The AQAR for the session 2014-2015 was placed before the Management in due time and the report was approved by the Governing Body in its meeting dtd.19/2/2015. The management also suggested to submit the AQAR to the NAAC as per instruction received.

2.6- The College endeavours to provide exposure of its students to outer world by arranging educational tours to places in and outside the state. In 2013-50.nos. of students undertook an educational tour to Shillong, Meghalaya. Establishment of Smart Class is another innovative item initiated by the institution during the session (2014-2015) to shift from chalk and talk method to techno-based method in teaching learning.

2.7 - Total No. of actual teaching days during this academic year – 171

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

| | | |
|-----|-----|----|
| Nil | Nil | 01 |
|-----|-----|----|

2.10- Average percentage of attendance of students -64%

2.11- Course/Programme wise distribution of pass percentage

2014-2015

| Title of the programme | Distinction % | Division | | | |
|-----------------------------------|---------------|----------|-------|-------|--------|
| | | I % | II % | III % | Pass % |
| Arts 6 th Semester | - | - | 4.48 | 13.90 | 18.64 |
| Science 6 th Semester | - | 50 | 50 | - | 100 |
| Commerce 6 th Semester | - | - | 15.38 | 46.15 | 61.54 |

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

The IQAC organised meeting with faculties and other stakeholders and through this process track the strength and weaknesses in the teaching -learning processes and necessary tips are provided to remove the detected weaknesses and improve their lot. The IQAC also put utmost importance on the maintenance of the stipulated 171 teaching-learning days by

inspiring the faculties to work even on holidays to provide the students with full academic content.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 02 |
| UGC – Faculty Improvement Programme | Nil |
| HRD programmes | Nil |
| Orientation programmes | Nil |
| 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 |

Criterion – III

3. Research, Consultancy and Extension

Under the initiative of the IQAC the Research and Publication Cell has compiled and published the research articles presented in the national seminar and national workshop conducted by the College in 2010 and 2011 respectively. The IQAC also took the initiative to publish a book entitled ‘Mukh o Mukhush’ which is a collection of 70 nos. of poems written by a student of 4th Semester Class.

A proposal has been submitted to the U.G.C. for jointly organising a ‘National Seminar on “Creative Writing and Translation in English in North East India” in collaboration with Nehru College, Poilapoor

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

| |
|---|
| The IQAC has been since its inception actively encouraging every faculty to take up projects in their areas of specialisation and extending the necessary assistance to obtain funding from various agencies especially |
|---|

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 | 01 | Nil | Nil |
| Outlay in Rs. Lakhs | Nil | - | Nil | Nil |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--|
| Peer Review Journals | Nil | 01 | Nil |
| Non-Peer Review Journals | Nil | Nil | Nil |
| e-Journals | Nil | Nil | Nil |
| Conference proceedings | Nil | Nil | Proceedings of the national workshop on Introduction of Semester System in undergraduate Colleges of Assam. ISBN No.978-81-920949-0-9. |

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 | | | |
| Minor Projects | Nil | | | |
| Interdisciplinary Projects | Nil | | | |
| Industry sponsored | Nil | | | |
| Projects sponsored by the University/ College | Nil | | | |
| Students research projects <i>(other than compulsory by the University)</i> | Nil | | | |
| Any other(Specify) | Nil | | | |
| Total | Nil | | | |

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 | Nil |
| Sponsoring agencies | Nil | Nil | Nil | Nil | Nil |

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

3.16 No. of patents received this year

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

| | | | | | |
|------------------|-----|---------------|----|-----------|----|
| University forum | Nil | College forum | 03 | | |
| NCC | 02 | NSS | 01 | Any other | 01 |

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

- (a) Free Health Check up programme for women.
- (b) Awareness Programme on Disaster Management.
- (c) Free Blood Group detection Camp.
- (d) Establishment of Legal Aid Clinic at 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 | 96500 sq.ft. | Nil | Nil | 96500 sq.ft. |
| Class rooms | 51000 sq.ft | 800 sq. Ft. | State Govt | 51800 sq. ft. |
| Laboratories | 4200 sq.ft. | 600 sq. ft | College Fund | 4800 sq. ft |
| Seminar Halls | Nil | Nil | Nil | Nil |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 178 | 2 | UGC | 180 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | - | 98,000.00 | UGC | 98,000.00 |
| Others | Nil | Nil | Nil | Nil |

4.2 Computerization of administration and library

Computerisation of the Office and Library has been completed. Recently CC Camera has been installed in administrative block and library. Campus has been made Wi-Fi- enabled.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|--------------|-------------|-------------|-------|--------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 7317 | 31,94,311.00 | 950 | 1,85,800.00 | 8977 | 33,80,111.00 |
| Reference Books | 1160 | 8,01,800.00 | 650 | 95,300.00 | 2060 | 8,97,100.00 |
| e-Books | Nil | Nil | Nil | Nil | Nil | Nil |
| Journals | 15 | 16,350.00 | Nil | Nil | 15 | 16,350.00 |
| 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 | 35 | 00 | 05 | 01 | 15 | 09 | 00 | 05 |
| Added | 24 | 00 | 00 | 00 | 04 | 01 | 19 | 00 |
| Total | 59 | 00 | 05 | 01 | 19 | 10 | 19 | 05 |

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

| |
|--|
| Yes, Networking, Internet Access, WI-FI connectivity C.C. Camera, Power backup through ONLINE UPS |
|--|

4.6 Amount spent on maintenance in lakhs :

| | |
|--|---------------------|
| i) ICT | 35,000.00 |
| ii) Campus Infrastructure and facilities | 2093000 |
| iii) Equipments | 98,000.00 |
| iv) Others | 50,000.00 |
| Total : | 22,41,000.00 |

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 various cells and sub-committees arrange awareness programmes on issues pertaining to students support services. The Central Library arranged User Orientation Programme. The IQAC also puts emphasis on the importance of holding staff meeting (especially teaching staff) to review teaching programme. To facilitate the students especially those of the Commerce and Science stream the IQAC has taken the initiative to develop co-ordinator with two industries of Barak Valley namely Moniarkhal Tea Estate and Assam Golden Fibre Jute Park. The chief executives of both the industries are now executive member of the IQAC.

The IQAC puts great emphasis on the feed-back mechanism and its use for the development of teaching learning process & academic reforms. Continuous evaluation of the teaching learning process is ensured by the Academic Monitoring Committee under IQAC by conducting unit test at stipulated interval.

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 and additional tutorial classes are taken to improve upon their deficiencies.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|-----|-----|--------|--------|
| 706 | N/A | N/A | N/A |

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

| Men | No | % |
|-----|----|---|
| | - | - |

Women

| No | % |
|----|---|
| - | - |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 402 | 130 | 15 | 104 | - | 651 | 443 | 105 | 06 | 152 | - | 706 |

Demand ratio 706:895

Dropout 8%

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|-----|-----------|-----|------|-----|--------|-----|
| NET | Nil | SET/SLET | Nil | GATE | Nil | CAT | Nil |
| IAS/IPS etc | Nil | State PSC | Nil | UPSC | Nil | Others | Nil |

5.6 Details of student counselling and career guidance

The career Counselling Cell of the College arranged a programme. Career in Television which was attended by the Programme Executive of Agartala Doordarshan Kendra of (Tripura)

No. of students benefitted

130

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 | - |

5.8 Details of gender sensitization programmes

Under the aegis of the Women Cell a programme on Women Empowerment was organised which was attended by eminent women activists and lawyers of Barak Valley to sensitize women against gender based crime prevalent in the society.

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 | Nil | Nil |
| Financial support from government | | 76,850.00 |
| 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 women 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 achievements of a rural institution located in an area steeped in poverty, ignorance and illiteracy.

The vision and mission of the College can be summarised 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 enlighten 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

No

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

6.3.1 Curriculum Development

The College has one representative to the University Academic Council and through him the institution ventures to place the institutional feedback relating to curriculum to the relevant platform for consideration.

6.3.2 Teaching and Learning

Annual Teaching plan is prepared by individual department and the course is conducted as per this teaching schedule. Tutorial classes are also arranged to supplement the deficiencies of comparatively low quality students.

6.3.3 Examination and Evaluation

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

6.3.4 Research and Development

Under the initiatives of the IQAC the following faculties have submitted the following MRP's to UGC for accordance of approval to the proposed projects and sanction of requisite fund for pursuing the projects. One MRP has been submitted by the Principal.

| Name of the faculty | Designation | Title of the MRP |
|---|---|--|
| Dr. Baharul Islam Laskar Principal Investigator | Principal | Socio-economic status of the labourers of Brick Industries of Cachar district. |
| Dr. Abdul Khaliq Laskar Principal Investigator | Asstt. Prof. Deptt. of Persian | A brief survey of the role of Persian language & literature during the Mughal Period in India with special reference to its impacts on the Barak Valley dialects of Assam-A critical study |
| Mrs. Nandini Singha Principal Investigator | Associate Prof., Deptt. of Pol. Science | The role of the Manipur Women in the Political Development of Manipur-The Major Events. |
| Bipul Pator Co-investigator | Asstt. Prof., Deptt. of Pol. Science | -do- |
| Munim Ahmed Barbhuiya Principal Investigator | Asstt. Prof., Deptt. of Economics | Adoption of New Agricultural Technology and its impact on Agricultural productivity: A study in Cachar District of Assam |
| Md. Afsor Hussain Laskar Principal Investigator | Asstt. Prof., Deptt. of History | Changes of Agrarian Relations with the British Rule: with special reference to Cachar Plains. |
| Sabir Ahmed Choudhury Principal Investigator | Associate Prof., Deptt. of Englsih | Teaching of English language in the Secondary schools of Cachar with special reference to Narsingpur Development Block & Sonai Block of Cachar |

| | | |
|--|---------------------------------------|---|
| Khaled Azam Mazumder Principal Investigator | Asstt. Prof., Deptt. of History | Genesis of Kachari (Dimasas) with special reference to the status of women during Dimasa Kachari Rule in Cachar |
|--|---------------------------------------|---|

Besides, following of the faculties are pursuing Ph.D. programme and one faculty member has been awarded Ph.D. during the session-

1. Mrs. Mangal Laisram, Asstt. Prof., deptt. of Persian
2. Mr. Munim Ahmed Barbhuiya, Asstt. Prof., deptt. of Economics
3. Mrs. Mumtaz Mazumder, Asstt. Prof., (non-sanctioned) deptt. of English

6.3.5 Library, ICT and physical infrastructure / instrumentation

Bar-coding has been introduced in the Central library to effect smooth and easy circulation of books. CC Cameras have also been set up in the library as well as in the reading room for the purpose of internal safety and security.

6.3.6 Human Resource Management

To enhance knowledge and develop personality of the students to face various interviews in the days to come the Career Counselling Cell under IQAC arranges various programme by inviting competent persons in their respective fields. Mock interviews are also arranged and the students are exposed to questions put to them by the mock interviewer. Experience shows that the practice has notably developed the personality of the students and helped them get rid of their usual nervousness

6.3.7 Faculty and Staff recruitment

Nil

6.3.8 Industry Interaction / Collaboration

The College has developed co-ordination with two important industries of Cachar district named Barak Valley Golden Fibre Jute Park and Moniarkhal Tea Estate. The chief executives of both the industries have graciously extended their support to help the institution especially the Science and Commerce Stream of the College by way of arranging field visits for the students to their industries to learn practically The College has given consent to Nehru College, Pailapoor for arranging a collaborative National Seminer on “Creative writings in English in the North-East.”

6.3.9 Admission of Students

Admission is made strictly on the basis of merit. However for honours programmes written test is conducted to select deserving students for the comparatively tough course.

| | | |
|-------------------------|--------------|--|
| 6.4 Welfare schemes for | Teaching | Nil |
| | Non teaching | Nil |
| | Students | Govt. Scholarship for SC, ST and OBC students. Minority scholarship under MSDP. |

6.5 Total corpus fund generated 29,70,000.00

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 | Chartered Accountant |

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

For UG Programmes Yes No

For PG Programmes N/A N/A

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

N/A

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

Nil

6.11 Activities and support from the Alumni Association

The Alumni Association plays a vital role in the effective functioning of the Management and extends suggestions whenever necessary. On the occasions like Annual Milad Mehfil, Saraswati Puja, International Women's day, Independence Day, republic Day and other days of national and international importance their presence in the College is felt as a must. The setting up of a Legal Aid Clinic during the session 2013-2014 is a direct contribution of the reconstituted Alumni Association the president of which happens to be judicial officer and one of our illustrious alumni.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Association is one of the most important stake holders of the Institution. The Association played active role in pursuing meritorious students to get admitted in the college who used to prefer urban colleges instead.

6.13 Development programmes for support staff

Nil

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

The institution like the previous year observed World Environment Day to sensitize students about ecological balance. The NSS volunteers conduct campus cleaning programme on NSS day.

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.

1. Establishment of Disaster Management Unit.

The NSS Unit of the College conducted a four-day Civil Defence Training Programme sponsored by the Office of the Controller of Civil Defence, Kamrup, Guwahati and in collaboration with District Disaster Management Authority. The four-day long programme was attended by the Asstt. Dy. Controller (Jr.), Civil Defence, Assam. 50(fifty) numbers of N.C.C. and N.S.S. volunteer of the College attended the programme and the group of these trained volunteers have got approval of the Civil Defence Department to help victims during any type of emergent situation emerging out of any kind of disaster like earthquake, flood, fire, cyclone, etc. The process would undoubtedly strengthen the responsibility of the institute as a whole towards the society.

2. Setting up of Legal Aid Clinic:-

The sitting up of a Legal Aid Clinic at the institution is another innovative programme implemented by the College during the session. Steeped in ignorance, illiteracy and poverty the common people are very often remain deprived of proper justice. To aware them about their legal rights and the system the judiciary has provided to deliver proper justice to everybody irrespective of Caste, religion and language an legal awareness camp was organised by the IQAC which was attended by the judicial officer of the District Legal Services Authority, Cachar, prominent lawyers, police officers besides a host of prominent social activists and distinguished citizens. The meeting turned out to be very effective one as setting up of a Legal Aid Clinic in the College Campus was formally announced by the concerned judicial officer. The clinic aims to provide legal services to the rural people in general and the downtrodden section of the society in particular by way of providing necessary legal assistance as per instruction received by the cell.

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

The Plan of Action was approved by the Management and the Management has resolved to extend all possible assistance to execute the plan of action as framed by the IQAC for the Session 2014-15.

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

1. Construction of Departmental Chambers-

The title of the second best practice is Department chambers erected independently for the teachers of all the eight subjects which the students are free to choose.

Before the construction of subject-wise departmental chambers, all the teachers used to around a big rectangular table. For teachers there was no problem with that arrangement. But so far as contact of the students with the teachers was concerned the sitting arrangement was not at all suitable. It is a common a experience that a particular students intending to meet a particular students intending to meet a particular teacher feel very embarrassed to rush to him while other teachers look at him or her. So most students stay away and fails to exact benefit from the particular teacher concerned. And even if one could approach a p[particular teacher and even the teacher is disposed to discuss answer of any critical question, it does not become possible for the teacher to talk at length amidst non-stop gossip of other teachers. Hence the students were developed of getting duly benefitted from the relevant teachers. With the construction of separate departmental chamber this problems been greatly resolved. Now intending students would enjoy easy and almost undisturbed scope to meet the teacher much more closely and will be far more benefitted than it had been possible in the conventional common room.

The college authority and teachers gave deep thought into how this student-related problems could be resolved. Proposal therefore came to the surface that construction of separate department is the only way to meet the problem. As such find for the estimated expenditure was provided from different sources.

The teachers now Bit in the newly constructed departmental chambers equipped with departmental libraries. It has been seen that the teachers themselves home been much more disposed to reading books available within easy reach. Consequently the teachers got engaged in discussing the issues that they come across through the reading of books. It can, therefore, be said that academic atmosphere has taken from towards positive progress that is likely to be further developed with the passage of time.

As expected, now more students come to their chosen teachers to discuss certain issue of academic importance. It has been observed that a good many students during their free time frequently meet the teachers and get their academic problems duly solved. Some students have openly opined that if the students get direct help from their teachers, the practice of resorting to private tuition would be considerably minimised. It has farther been especially observed that a sort of intimate relation has started getting established between some potential teachers and the students desirous of expanding the bounds of knowledge some students have been so free that they talk to the teachers as and when they find them.

Construction of departmental chambers and shifting of teachers there is indeed a significant improvement to the back-dated and commonplace system of sitting. It has to be especially mentioned that in the previous system talk across the table and unwanted and uncalled for encroachment from even incompetent individuals used to be a common occurrence and that practice marred the useful discussion on any issue of academic importance. In the newly introduced arrangement the practice of undue interference from gratuitous participant has been brought to minimum limit. However, as we find in many commercial posters or advertisement that “even the best can be improved”. Following this oft-quotable adage we could freely say that further improvement could be effected on the beneficial sitting chambers. It would be

extraordinarily more beneficial if arrangement of subject-wise class is held in one particular hall attached to which the teachers would have their common room just as is the system in the universities. A good many colleges with due infrastructural facilities have already effected this independent department system.

Hence if this university-type system has to be introduced, huge amount of money shall be required. It is now up to the government to provide fund towards the introduction of this extremely beneficial system. Positive hope could be nurtured that this system would be the feature of every college across the country.

Best Practice-2

Setting up of Legal Aid Clinic:-

The sitting up of a Legal Aid Clinic at the institution is another innovative as well as best practice programme implemented by the College during the session. Steeped in ignorance, illiteracy and poverty the common people are very often remain deprived of proper justice. To aware them about their legal rights and the system the judiciary has provided to deliver proper justice to everybody irrespective of Caste, religion and language an legal awareness camp was organised by the IQAC which was attended by the judicial officer of the District Legal Services Authority, Cachar, prominent lawyers, police officers besides a host of prominent social activists and distinguished citizens. The meeting turned out to be very effective one as setting up of a Legal Aid Clinic in the College Campus was formally announced by the concerned judicial officer. The clinic aims to provide legal services to the rural people in general and the downtrodden section of the society in particular by way of providing necessary legal assistance as per instruction received by the cell.

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

7.4 Contribution to environmental awareness / protection

National Environment day has been observed in collaboration with the Forest Department. Local Range Forest Officer delivered a speech on the occasion on environmental pollution and the role of the society to get rid of this hazard.

7.5 Whether environmental audit was conducted? Yes No

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

Strength :- The College has a well balanced faculty strength comprising youth and experience. This dedicated band of teachers provide commendable support in imparting quality education among the rural

students. The College can also boast of having a commendable community support in its overall functioning

Weakness :- Majority of the students enrolled in the College hail from poverty stricken families and this poor economic backgrounds hinders their smooth academic pursuit. Many of them even cannot pay requisite fee of the admission. Consequently the College has to tackle the problem by way of extending possible support. But the institution has limitation in this field. This obviously affects the overall performance of the institutions.

Opportunity:- The College being the only one in the rural Barak valley with all the three streams viz; Arts, Science and Commerce streams enjoys a prestigious status and the faculty members could feel boast of having the opportunity to serve the students of rural origin generally deprived of higher education due to poor economic condition. The students are sincere well-mannered and disciplined which inspire the faculty members in discharging their duties in the best possible way.

Threat:- One major problem the College has to face the dearth of meritorious students who by and large prefer urban Colleges. This mass exodus of meritorious students deprives the rural Colleges like that of ours of quality students. The College as such has to fight tough to achieve good result.

The college has submitted a proposal to establish study centre of IGNOU in the College to facilitate the students deprived of formal education due to lack of financial support or any other unavoidable reason.

8. Plans of institution for next year i.e., 2015-16

Attached in Annexure 04

Name *_Sabir Ahmed Chowdhury*



Signature of the Coordinator, IQAC

Name *_Dr. Baharul Islam Laskar_*



Signature of the Chairperson, IQAC

Annexure 01

Plan of action for the year 2014-2015

The plan of action chalked out by the IQAC at the beginning of the year towards quality enhancement includes improvement of facilities in the existing premises of the college. The following items have been chosen on priority basis.

1. To construct departmental chambers for the departments of English, Bengali, Economics, Philosophy, Political Science, History, Persian and Manipuri .
2. To establish well equipped Smart Classes.
3. To strengthen NSS and NCC unit of the College (No.-02)
4. To provide sufficient power back up to the Central Library to ensure smooth and uninterrupted services by purchasing Microtek inverter.
5. To conduct Certificate courses Beautician and Handicraft of 04 months and 03 months duration respectively.
6. To submit proposal for opening Study Centre of IGNOU.
7. To submit proposal for Community College.
8. To conduct orientation programme for the faculty members to train them to make proper use of all expensive devices procured by the College for the smart class.
9. To develop linkage with local industry.

Annexure 02

Achievements:-

1. As per suggestion of the IQAC departmental chambers for 09 (nine) departments have been constructed. Each of the chambers has got individual departmental library.
2. To cope with the increasing need of technological support in the teaching learning process two smart classes furnished with necessary equipments have been constructed. The smart classes are furnished with digital podium, smart board and other techno based devices.
3. The activities of the NSS and NCC units of the College have got momentum during the session. The CTO of the NCC unit completed successfully three-month training programme conducted by the Officers Training Academy, Kamptee, Nagpur, Maharashtra. The NSS programme officer also attended orientation programme conducted by the Assam University, Silchar and subsequently arranged various programmes successfully amidst enthusiastic participation of the volunteers.
4. Two proposals for conducting certificate course in Beautician and Handicraft were submitted to the Management for necessary approval. The Management allowed both the courses to be conducted during the session and necessary fund was sanctioned for smooth and successful conduct of the courses. Two senior faculty members have been appointed as course co-ordinator and the course is now being conducted.
5. Keeping in mind the increasing rush of students for admission in under graduate class a proposal has been submitted to open a Study Centre of IGNOU at the institution. The proposal is under consideration of IGNOU.
6. A proposal has also been submitted for opening Community College which will be a College within College and is expected to provide ample opportunities to those people who had to give up higher studies due to unavoidable reasons. The College has not yet received any intimation regarding the acceptance or rejection of the proposal.
7. As per the plan chalked out at the beginning of the session an orientation programme was conducted to train the faculty to make proper use of the equipments installed in the smart class. The one-day orientation programme was conducted by Vision Enterprise, Guwahati
8. Golden Fibre Jute Park and Moniarkhal Tea Estate are two important industries of Barak Valley and linkage has been developed with both the industries to facilitate the students especially these of the Science and Commerce stream. The executive heads of both the industries are now members of the IQAC and have agreed to extend all possible support to the institution as and when required.

Development of Infrastructure-

1. Two numbers of Digital Class Room have been established and training programme has also been conducted to train the teachers and learners to make proper use of the facilities provided through the smart class.
2. Two Class Rooms one in the East Block and another in the West Block of the College Campus have been renovated.
3. The proposal for conversion of the existing College into Model Degree College was submitted in due time but response has not yet been given by the concerned authority.
4. Individual Departmental Chamber for each of the eight full-fledged departments of the Arts Stream have been constructed.
5. Boys' Common Room has been rennovated but needs to be furnished with adequate furniture for comfortable stay of the students during off-period.

Teaching Aids

1. 80% Library automation has been completed and the rest is under process.
2. To maintain discipline and a high standard of work culture and prevent ragging 10(Ten) C.C. Camera have been installed at important locations which has visibly improved disciplined movement of the students inside the College campus.
3. During the session the following equipments/teaching aids have been purchased to improve the teaching learning process.
 - (i) 2 CPU, interactive white boards, Projectors, Documents Visualiser, Audio Podium for two digital smart class.
 - (ii) 12(twelve) numbers of C.C. Camera with two monitors.
 - (iii) The College Campus has been brought under Wi-Fi connectivity.

ANNEXURE 03

ACADEMIC CALENDER:- 2014-2015

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

JULY-2014

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 04 | 01 | 26 | 26 | Nil | Nil |

Activities: (a) H.S. 1st Year, TDC Odd Sem. Classes Start from 1st day of the Month.
(b) H.S. 2nd Year classes continue.

AUGUST-2014

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 05 | 02 | 24 | 24 | Nil | Nil |

Activities: (a) All classes continue
(b) 1st unit test of all classes in the 2nd week of the month.

SEPTEMBER-2014

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 04 | 01 | 25 | 23 | Nil | 02 |

Activities: (a) All classes continue
(b) Freshers welcome of the students & union formation.
(c) 2nd unit test on the TDC Odd sem. in the last week of the month

OCTOBER-2014

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

Activities: (a) All classes continue

NOVEMBER-2014

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 05 | 02 | 23 | 14 | 09 | Nil |

Activities: (a) TDC Odd Sem. Exam likely to be held from 3rd week of the month to the end of the month

DECEMBER-2014

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 04 | 01 | 26 | 12 | 10 | 04 |

Activities: (a) All classes continue
(b) Annual sports of the college on 26th to 29th of the month.
(c) Test exam. for H.S. 2nd year classes on the first part of the month.

JANUARY-2015

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

Activities: (a) All classes continue

FEBRUARY-2015

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 04 | 03 | 21 | 07 | 14 | Nil |

- Activities: (a) All classes except H.S. 2nd yr. continue upto the 14th of the month.
(b) H.S. 2nd year classes dissolved from 1st day of the month for their preparation of the final exam.
(c) H.S. 1st year & H.S. 2nd Year final exam are likely to start from 3rd week of the month.
(d) 2nd Unit Test of TDC Even Semester of the 2nd week of the month.

MARCH -2015

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 05 | 01 | 25 | 14 | 11 | Nil |

- Activities: (a) H.S. 2nd year final exam likely to be completed at the end of the 2nd week of the month.
(b) H.S. 1st year final examination likely to start from the 3rd week of the month and Even Semester classes likely to resume from the 3rd week of the month simultaneously.

APRIL-2015

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 04 | 03 | 23 | 13 | 10 | Nil |

- Activities: (a) TDC Even sem. exam. is likely to be held from 3rd week of the month.

MAY-2015

| Sundays | Holidays | Working Days | Teaching Days | Exam. | Others |
|---------|----------|--------------|---------------|-------|--------|
| 05 | 11 | 15 | 05 | 10 | Nil |

- Activities: (a) TDC Odd Sem. classes to continue upto the 19th of the month.
(b) Summer Vacation starts from the 20th of the month.

JUNE-2015

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

Activities: (a) Summer vacation continues throughout the month.
(b) Preparation of academic calendars, class routine by Academic Monitoring Committee of the College

ABSTRACT

| Month | Total Days | Sundays | Holidays & Vacation | Working Days | Teaching Days | Exam | Other |
|----------------|------------|-----------|---------------------|--------------|---------------|-----------|-----------|
| July 2014 | 31 | 04 | 01 | 26 | 26 | Nil | Nil |
| August-2014 | 31 | 05 | 02 | 24 | 24 | Nil | Nil |
| September-2014 | 30 | 04 | 01 | 25 | 23 | Nil | 02 |
| October-2014 | 31 | 04 | 22 | 05 | 05 | Nil | Nil |
| November-2014 | 30 | 05 | 02 | 23 | 14 | 09 | Nil |
| December-2014 | 31 | 04 | 01 | 26 | 12 | 10 | 04 |
| January-2015 | 31 | 04 | 02 | 25 | 25 | Nil | Nil |
| February-2015 | 28 | 04 | 01 | 23 | 10 | 13 | Nil |
| March-2015 | 31 | 05 | 01 | 25 | 14 | 11 | Nil |
| April-2015 | 30 | 04 | 03 | 23 | 13 | 10 | Nil |
| May-2015 | 31 | 05 | 11 | 15 | 05 | 10 | Nil |
| June-2015 | 30 | 04 | 26 | Nil | Nil | Nil | Nil |
| Total | 365 | 52 | 73 | 240 | 171 | 63 | 06 |

Total working days : 240 days
Teaching Days: 171 days
Sundays, Holidays & Vacation: 125 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

Annexure 04

The plan of action chalked out by the IQAC for the next year i.e., 2015-16 towards quality improvement are as follows.

Academic affairs:

1. To make necessary arrangement by fulfilling all requisite conditions as laid down by NAAC for re-accreditation of the institution.
2. To submit AQAR to NAAC for the session 2014-2015 at the end of the session

Development of Infrastructure

- a. To construct two numbers of toilets separately for Boys and Girls at the East and West Block of the College funded by RMSA.
- b. To submit a proposal along with Blue Print of the proposed infrastructure development to the DHE.
- c. To construct a Sentry-Box in the East Block of the College for maintaining proper security.
- d. To renovate College office including cash section Accounts section and General section.
- e. To submit proposal to the higher authority for construction of a well furnished and well equipped Auditorium.

Development of Teaching aids and equipment.

1. Power back up to be provided to the Central Library to ensure uninterrupted functioning of internet facility etc.