

Session 2015-2016

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:

(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)

EC (SC)/18/A & A/102.2

Date: - 05-11-2016

1.5 Website address:

www.mcdcollege.org.in

Web-link of the AQAR:

http://www.mcdcollege.org.in/IQAC/AQAR 2015-16.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	70.00	2004	2009
2	2 nd Cycle	B	2.01	2016	2021
3	3 rd Cycle	N/A			
4	4 th Cycle	N/A			

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

18-01-2005

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

2015-16

1.9 Details of the previous years' 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 |
| ii. AQAR-2010-11 | on | 08-08-2014 |
| iii. AQAR-2011-12 | on | 08-08-2014 |
| iv. AQAR-2012-13 | on | 08-08-2014 |
| v. AQAR-2013-14 | on | 09-08-2014 |
| vi. AQAR-2014-15 | on | 27-08-2015 |
- N.B. Submitted after the 1st accreditation in 2004
- | | | |
|-------------------|----|--|
| vii. AQAR-2015-16 | on | 19. 04.2017 (Submitted after the re-accreditation in 2016) |
|-------------------|----|--|

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 ☐

(e.g. 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 (*Specify*)

NIL

UGC-COP Programmes

NIL

2. IQAC Composition and Activities

2.1 No. of Teachers

04

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

02

2. 6 No. of any other stakeholder and

02

Community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

15

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

Nil

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

1. Role of Sufis in promoting communal harmony among the populace of Assam.
2. Bengali literature of the North-East India with special reference to Barak valley

2.14 Significant Activities and contributions made by IQAC

During the session various activities viz. blood donation camp ,free health check up for woman, blood grouping ,disaster management programme etc. were organized under the initiative of the IQAC. At the behest of IQAC a special award viz. Best library User Award was introduced by the central library to inspire students to avail library and reading room facilities provided by the college.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the session 2016-17 towards quality Enhancement and the outcome achieved by the end of the year *

1. Plan of action for the year 2015-2016

- (i) To make necessary arrangement by fulfilling all requisite condition as laid down by NAAC to get the College re-accredited during the current session.
- (ii) To submit AQAR to NAAC for the session 2015-2016.
- (iii) To submit the plan of action of chalked out by the IQAC for the session 2016-2017

to the Governing body for needful approval.

(iv) To introduce best library User Award to inspire students to make the best use of library facilities.

(v) To publish college magazine for the session 2015-2016.

(vi) To conduct two national Seminar organised by the deptt. Of Persian and deptt. Of Bengali to be held in Sept.2016. and November 2016 respectively.

(vii) To conduct certificate course in office Automation.

Achievements:-

Academic Affair:-

(i) The IQAC in collaboration with various cells and Committees made all necessary arrangement to face re-accreditation by NAAC .The peer team visited the college on 27th, 28th and 29th September 2016 and finalised the process of re-accreditation. The draft report of the peer team was handed over to the college authority in the exit meeting held on 29th Sept 2016 and the result was declared on 5th Nov. 2016. The college achieved 'B' grade.

(ii) The AQAR for the session 2014-2015 was submitted on 27/08/2015 to NAAC by the IQAC.

(iii) The plan of action chalked out by the IQAC for the session2016-17 was submitted to the Governing Body and it was duly approved.

(iv) The suggestion of the IQAC for introducing best User Award by the central library was implemented and a girl student secured the award during this session.

(v) The college Magazine named Prantarhree for the session 2015-16 was published in due time.

(vi) Two national seminars were conducted during the session 2016-17. The theme of one of the seminars was "Role of Sophis in promoting communal harmony among the populace of Assam", It was organised by the deptt. of Persian. Resource Person from Guwahati University and Assam University, Silchar attended the Seminar 65 scholars presented papers on the theme and the all the selected papers_are now under process of publication. Another national seminar entitled Bengali Literature in the North-East India with special reference to Barak Valley was organised by the Deptt. of Bengali. Resource Person from neighbouring state Tripura and from the affiliating University attended the seminar 52 research papers were presented by scholars from various colleges of Assam. The selected papers are under the process of publication in book form.

(vii) An agreement has been signed with NIELIT (National Institute of Electronics and Information Technology, Assam) to conduct an 80 hrs. Certificate course for SC/ST students in Office Automation Four Batches consisting of 25 students have already completed this course and classes of the 5th Batch is going on.

2. Health practices in Collaboration with PHO Sonai and local NGO

(i) Blood donation camp was organised by Health Care Cell of the College in Collaboration with BVVBDF (Barak Valley Voluntary Blood Donors Forum), a leading NGO of Cachar District students as well as teachers participated in the programme and donated a total of 37 Units of blood of varied group to the Blood Bank of Silchar Medical College Hospital.

(ii) Under the initiative of the Women Cell of the College a Free Medical Camp for rural woman was arranged in the mid of April 2016. A reputed Gynocologist of Civil Hospital, Silchar Named Biyoy Laxmi Das Choudhury attended the Camp 85 numbers of rural women received health Check-Up, medication and needful medical instruction in the camp.

(iii) NSS and NCC Day on 24th September and 27th November respectively were celebrated by NSS and NCC Units of the College. A special Campus cleanliness programme was also conducted by the NSS volunteers on the NSS Day.

3. Teaching Aids

i) In response to the library development committee and on the recommendation of the IQAC the management has provided required power backup to the central library to ensure uninterrupted functioning of internet facility.

4. Development of Infrastructure

(i) As per plan two units of toilets separately for girls and boys have been constructed in the West and East Block of the college campus respectively.

(ii) A detailed plan estimate along with the blue print has been submitted to the director of Higher Education for proper infrastructure development.

(iii) To maintain proper security a sentry box has been constructed in the East Block of the college campus the proposal for which was submitted to the Management towards the beginning of the academic session.

(iv) As per plan of action submitted to the management towards the beginning of the session the Cash section, Account section and journal section of the college office along with the ceiling of the office have been renovated with needful change.

2.16 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 2015-16 was approved by the Governing Body to be submitted to NAAC in due time.

* Attach the Academic Calendar of the year

Academic calendar of the year 2015-16 is attached as Annexure 01

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

Interdisciplinary:-

Innovative-(i). In collaboration with National Institute of Electronics and Information Technology (NIELIT), Cachar, Silchar a free certificate course in office automation is being conducted for the SC/ST students.

(ii) Two months certificate course in Beautician has been conducted during the session 2015-16.

(iii) Two months certificate course in Handy craft has also been conducted during the session 2015-16.

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) ☐

**Analysis of the feedback received from the students is attached 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 Science and commerce stream have received Govt. 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	03	-	-	-	-	-	-	-	01

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	01	04	Nil
Presented papers	01	05	Nil
Resource Persons	Nil	Nil	Nil

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

1. The central library has introduced Best User Awards for the students to inspire them to make maximum use of library and reading room facility.

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	
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2.10 Average percentage of attendance of students

65%

2.11 Course/Programme wise
Distribution of pass percentage:

2015 - 2016

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	1 st %	2 nd %	3 rd %	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

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

The IQAC has been since its inception actively encouraging faculty members to take up research projects in their specialised field. The motivation has yielded expected results and during the session 2015-16 four MRP have been undertaken by faculty of various departments.

Following is the detail of the MRP undertaken by the faculties

Sl. No.	Name of the faculty	Deptt/ Designation	Title of the MRP	Amount Sanctioned	Funding Agency
1	Dr. Baharul Islam Laskar Principal Investigator	Principal	Socio-economic status of the labourers of Brick Industries of Cachar District.	Rs. 1,86,000.00	UGC
2	Dr. Abdul Khalique 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.	Rs. 3,00,000.00	UGC
3	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.	Rs. 1,90,800.00	UGC
4	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.	Rs. 1,30,000.00	UGC

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	2 Years	UGC	Rs.	Rs.
Interdisciplinary Projects	Nil			
Industry sponsored	Nil			
Projects sponsored by the University/ College	Nil			
Students research projects (other than compulsory by the University)	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

Nil

Who are Ph. D. Guides

And students registered under them

Nil

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

02

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

Nil

State level

Nil

National level

Nil

International level

Nil

3.22 No. of students participated in NCC events:

University level

Nil

State level

27

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

Nil

State level

Nil

National level

Nil

International level

Nil

3.25 No. of Extension activities organized

University forum

Nil

College forum

03

NCC

02

NSS

03

Any other

02

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

(a) Blood donation camp where 37 units of blood were denoted by the teachers and students of the college.

(b) An awareness Programme on Disaster Management was conducted by the NSS in collaboration with District Disaster Management, Cachar District.

(c) Free health check -up programme for rural women was conducted by the Women Cell in co-operation with Health care cell under IQAC.

(d) Free blood group detection programme for students and local residents.

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 2015-16(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 have 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	97000 +	Nil	Nil	97000 +	Nil
Journals	15	16,350.00	Nil	Nil	15	16,350.00
e-Journals	Nil	6000 +	Nil	Nil	6000 +	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

The main aim of the IQAC is to provide students support services as far as practicable which in turn is found to promote quality education. Keeping this view in mind the IQAC arranges meeting with faculties regularly to ensure the academic progress of the students of each and every class.

The IQAC also puts emphasis in the feedback mechanism and its use for the development of teaching learning process and related academic affairs. Under the initiatives of the IQAC the academic monitoring Committee through the periodic meeting endeavors to ensure the development of teaching learning by adopting various time bound measures.

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

	No	%		No	%
Men	-	-	Women	-	-

Last Year (2014-15)						This Year (2015-16)					
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 in collaboration with District Employment office arranged an awareness programme for the local unemployed youths .the programme was attained by Sri Tridip Choudhury Director, Regional office , RSETI, Silchar

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 auspices of the Women's Cell an awareness programme on Women Empowerment was arranged which was attended by noted social activist and lawyer Mrs Bithina Acharjee (Member, Bar Association, Silchar) among other noted women personalities of the region.

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	<div>Nil</div>	National level	<div>Nil</div>	International level	<div>Nil</div>
Exhibition:	State/ University level	<div>Nil</div>	National level	<div>Nil</div>	International level	<div>Nil</div>

02

5.12 No. of social initiatives undertaken by the students 02 (Under NSS Unit)

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 deprived 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 boast 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 into 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 conducted as per concerned university guideline.

6.3.4 Research and Development

The IQAC inspires the faculties to undertake research project as and when available. During the session the following faculties submitted MRP proposal to the U.G.C and four of the proposals received .U.G.C grant. The ongoing research projects are as follows.

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 Khalique 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
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
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, the faculties have been awarded Ph.D. during the session-

1. Mrs. Mamta Mazumder, (Serving as part time faculty in the Deptt. of English)
2. Mrs. Nirmola Singh (Serving as part time faculty in the Deptt. of Manipuri)
3. Mr. Bimal Singha Deptt. of Commerce
4. Mr. Nobendu Banik Deptt. of Commerce
5. Mrs. Mangala Laisram Deptt of Manipuri

In addition to that the following members are pursuing Ph.D programme

1. Mr. Munim Ahmed Barbhuiya, Asstt. Prof., deptt. of Economics
2. Mr. Afsar Hussain Laskar Deptt. of History

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

Like the previous years the IQAC in co-operation with various cells and sub-committees arranges program from time to time to motivate students to develop their personality and make them competent to face interviews in their future career. The students are given orientation by inviting eminent personalities belonging to various public and private sectors to develop self confidence among them which is considered as one of the most essential ingredients in achieving success in any field of activities.

6.3.7 Faculty and Staff recruitment

One new faculty has been appointed in the deptt. Of English against the post lying vacant consequent upon the retirement of one of the faculties on achieving the age of superannuation. Another appointment against the vacant post in the Deptt. of Philosophy is under process.

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, Pailapool for arranging a collaborative National Seminar 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

Rs. 3, 00,164.77

Reserve Fund

Rs. 1,47000.000

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 declare 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

During the visit of the NAAC peer team the Alumni Association extended whole hearted support in discharging various activities relating to the all-round development of the college.

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. During the session a great number of trees have been planted to add to the existing greenery of the college campus.

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. Introduction of best library user award

To inspire students to make proper and optimum use of facilities provided by the central library under the initiative of the IQAC 'Best user Award' for students has been introduced from the session 2015-2016. The award is jointly given by the central library and a leading local NGO named R.F Educational foundation.

2. Setting up of Legal Aid Clinic:-

The setting 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 2015-16.

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 Departmental 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 sit 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 experience that a particular student intending to meet a particular teacher feels very embarrassed to rush to him while other teachers look at him or her. So most students stay away and fail to exact benefit from the particular teacher concerned. And even if one could approach a 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 deprived of getting duly benefitted from the relevant teachers. With the construction of separate departmental chamber this problem has 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 problem could be resolved. Proposal therefore came to the surface that construction of separate department is the only way to meet the problem. As such fund for the estimated expenditure was provided from different sources.

The teachers now sit in the newly constructed departmental chambers equipped with departmental libraries. It has been seen that the teachers themselves have 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 form 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 minimized. It has further 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 setting 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 recently been re-accredited by NAAC with 'B'. Although there was no development in turns of Grade as the college was first re-accredited by NAAC with B the institution has retained its existing status. The management, IQAC as well as the faculties have taken it as a challenge to upgrade the accreditation level to a more dignified height in the next 3rd cycle of reaccreditation.

Weakness: - Majority of the students enrolled in the College hail from poverty stricken families and these 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: - During the session 2015-16 non-aided Science and commerce stream have obtained Govt. concurrence which is a commendable achievement of the institution .The college can avail of this opportunity to establish itself as a pioneer institution in the rural Barak Valley with all the three streams.

Under its fold viz. Arts, Commerce and Science. If the institution can fulfil all requisite eligibility criteria the College can be brought under provincialisation status (full fledged status.) by the Govt in the near future. If it comes true the college will be an unique institution in the entire rural Barak valley.

Threat: - Like the preceding years the college is still facing the large scale migration of meritorious students to urban Colleges thus depriving the college of meritorious students.

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., 2016-17

Plan of Action of IQAC for the next session i.e. 2016-17

Academic

1. To introduce '**Student of the Year**' award for best meritorious student of the college from the session 2016-17.
2. To arrange educational tour for the students.
3. To appoint faculty against the vacant post in the department of English, Philosophy & Manipuri.

4. To fill up the vacant post of Library Assistant.
5. To fill up the Gr. IV vacant Post.
6. To purchase new books for Central Library.
7. To implement the suggestion of the peer team of Re-accreditation.
8. To reconstitute IQAC as per latest guideline.

Infrastructure development:-

1. To prepare a well equipped conference Hall.
2. To submit proposal for further improvement of infrastructure under RUSO.
3. To submit a proposal to the local MLA for financial assistant from his local development Fund for construction of well-equipped Science Laboratories.
4. To purchase 50 nos. of Chair for various meeting in the IQAC room.
5. To construct a Parking shed for Vehicles of teaching and Non-teaching staff.
6. To renovate the approach leading to East and West Block of the college.

Name *_Sabir Ahmed Chowdhury*



Signature of the Coordinator, IQAC

Name *_Dr. Baharul Islam Laskar_*



Signature of the Chairperson, IQAC

ACADEMIC CALENDER:- 2015-2016

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

JULY-2015

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 July of the Month.
(b) H.S. 2nd Year classes continue.

AUGUST-2015

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	01	25	25	Nil	Nil

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

SEPTEMBER-2015

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

Activities: (a) All classes continue
(b) Fresher's Welcome of the students & Union formation.
(c) 2nd Unit Test on the TDC Odd sem. in the last week of the month

OCTOBER-2015

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	12	15	15	Nil	Nil

Activities: (a) All classes continue

NOVEMBER-2015

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	12	13	05	08	Nil

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

DECEMBER-2015

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	01	26	13	09	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 of the month.

JANUARY-2016

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	03	23	23	Nil	Nil

Activities: (a) All classes continue.
(b) 1st Unit Test of TDC even sem. On 2nd week of the month.

FEBRUARY-2016

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	02	23	11	12	Nil

Activities: (a) All classes except H.S. 2nd yr. continue up to the 2nd week of the month.
(b) H.S. 2nd year classes dissolved from 1st day of the month for their preparation of the final examination.
(c) 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 -2016

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	02	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-2016

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
04	03	23	14	09	Nil

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

MAY-2016

Sundays	Holidays	Working Days	Teaching Days	Exam.	Others
05	10	16	04	12	Nil

Activities: (a) TDC Odd Sem. Classes to continue up to the 19th of the month.

(b) Summer Vacation starts from the 20th of the month.

JUNE-2016

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


Activities: (a) Summer vacation continues throughout the months.
(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 2015	31	04	01	26	26	Nil	Nil
August-2015	31	05	01	25	25	Nil	Nil
September-2015	30	04	01	25	23	Nil	02
October-2015	31	04	12	15	15	Nil	Nil
November-2015	30	05	12	13	05	08	Nil
December-2015	31	04	01	26	13	09	04
January-2016	31	05	03	23	23	Nil	Nil
February-2016	29	04	02	23	11	12	Nil
March-2016	31	04	02	25	14	11	Nil
April-2016	30	04	03	23	14	09	Nil
May-2016	31	05	10	16	04	12	Nil
June-2016	30	04	26	Nil	Nil	Nil	Nil
Total	365	52	74	240	173	61	06

Total working days: 240 days
Total Teaching Days: 173 days
Sundays, Holidays & Vacation: 126 days

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


Principal
M.C. Das College, Sonai

Prepared by:
Hrishikesh Nath
Co-ordinator
Academic Monitoring Committee
M.C.Das College, Sonai