

Annual Quality Assurance Report (AQAR) 2011-12

Submitted to
National Assessment and Accreditation Council
Bangalore



Abhayapuri College
(Accredited "B" Grade by NAAC in 2004)

P.O: Abhayapuri

Dist. Bongaigaon

State: Assam

Pin: 783384

Web site: www.abhayapuricollege.org

Acknowledgement

It is a matter of great pleasure to me that Abhayapuri College has completed the Annual Quality Assurance Report of 2011-12 and is going submit the same to the NAAC. It is a novel effort on the part of the college to bring its introspection into prominence in terms of its strength, weakness opportunity and threat in accordance with the guideline laid down by NAAC/UGC. It is hoped, this Annual Report will be convincing to NAAC for awarding a favorable grade to the college.

I take this opportunity to offer my heartfelt thanks to the members of the IQAC for their sincere effort in bringing out this Annual Quality Assurance Report. I also, express my heartfelt thanks to the teaching and Non-teaching staff of the college for their active co-operation in this regard.

With thanks.

Date: 18/03/2014

Sd/- (Dr. S. Nath)
Principal,
Abhayapuri College

Name of the Institution**Year of Report****Abhayapuri College****2011-12**

P.O: Abhayapuri

Dist. Bongaigaon

Pin: 783384

Assam (India)

PART-A

The IQAC has requested the college authority to implement the following plan of action for the year, 2011-12.

Introduction of new courses:

- ❖ It was decided in the previous year (2010-11) that the subjects, Bio-Technology and Computer Science be introduced in U.G. level. But as the college could not make necessary arrangement in this regard due to its poor fund-position and other factors, so these 02 subjects were not introduced in the last session. So, the IQAC has requested to introduce at least these 02 subjects in this year.

Infrastructure Development:

The IQAC has requested to the authority to

- ❖ Provide more toilet facility particularly to the girl students,
- ❖ Construct at least 01 Ideal class room and
- ❖ Construct an office room for the IQAC; in this year.

Student support and Progression:

- ❖ The IQAC has decided to provide more placement service to its students through the Career Counseling Cell of the college, so that more students can be attracted to the college.

Healthy Practices:

- ❖ The IQAC has suggested the various wings of the college, particularly the NSS unit to undertake more health related programmes in and outside the college campus, so that the community can be brought to the orientation of the college.

Organization and Management:

❖ The IQAC has requested the authority to purchase more computers in order to strengthen the Computer Cell of the college. Also, the Cell has suggested to purchase a sophisticated Xerox machine and a Fax-machine so that the office-works of the college can be made easy and fast.

The following outcomes have been achieved so far:

- For introducing Computer Science in U.G. level, one class room has been constructed and the laboratory has been set up.
- One more toilet for the girl students has been constructed.
- 01 Ideal class room has been set up at the 2nd floor of the main building.
- 02 office rooms, 01 for IQAC and the another for KKHSOU have also been constructed.
- 01 room as office of the Vice-Principal has also been constructed in the ground floor of the main building.
- The Career Counseling Cell has arranged various programmes to provide counseling on placement to the students. Also, a campus recruitment programme was also held, where 10 students were selected for placement.
- The Women Cell has organized a 03 days workshop cum Training programme on Craft works with 60 participants from 9th June 2011 to 11th June 2011.
- The NSS unit of the college has carried out different health-related programmes during this year.
- The college has been able to purchase 04 Laptop and 28 Desktop computers, one multifunction digital Xerox machine cum Printer (Canon- IR242545) and a fax-machine in this year.

PART-B

1. *Activities reflecting the goals and objectives of the Institution:-*

The main objective of the college is to uplift the society by imparting quality education to its students in different fields in various modes. The college always encourages the students to participate in different extension services, sports and cultural activities through its different wings like NSS, NCC, and Extension Education Centre etc. The Career Counseling Cell of the college has been trying to develop skill of the students and organize programmes for their placement. Thus, the college has been working to produce graduates fit for the modern competitive world.

During the year 2011-12, besides the departmental seminars, the college has conducted a number of interdepartmental seminars, 01 National seminar, 02 AIDS awareness programmes, 01 Blood donation camp, 02 community service programmes and 01 Women Empowerment programme. The college also encourages its faculty members to improve their academic career. In this year, 13 teachers participated in Orientation/ Refresher courses, all the teachers participated in one or more national/state level seminars, workshops. Again, 04 teachers have been pursuing their Ph.D research.

So far as the infrastructure facility is concerned, the college has constructed 01 toilet for the girl-students, 01 ideal class rooms, 01 office room for IQAC, 01 office room for KKHSOU, 01 room as office of the Vice-Principal. The college has added 1362 books and 30 journals of state/national repute to the central library. Moreover, during this year the college has participated in / organized a good number of programmes in order to inculcate civic responsibility among the students.

2. *New academic programmes initiated (UG and PG):-*

The college has decided to introduce Computer Science in U.G. (Science) level from the session 2012-13 and to apply to Gauhati University for according necessary permission in this regard.

3. Innovations in curricular design and transaction:-

As the college is an affiliated college to Gauhati University, so it has little scope to take innovative role in curriculum design. However, the teachers offer necessary suggestion in this regard if the university seek for.

4. Inter-disciplinary programmes started:-

Realizing the importance of exchanging knowledge of different disciplines among the students and teachers, the college arranges some interdepartmental seminars, eg. Political Science & English and Economics, Philosophy & Mathematics departments organized such seminars in this session. Moreover, the Research, Publication and Faculty Improvement Committee has planned to hold a series of popular talk among the faculty members in the coming year.

5. Examination reforms implemented:-

As the college is affiliated to G.U., so, it has no scope to be directly involved in examination reform process. It is abide by the Exam rules and regulations set by the university.

6. Candidates qualified: NET/SLET/GATE etc. :-

As the college is an UG college; so it does not conduct NET/SLET etc. However, a number of teacher/ alumni of this college appear in and qualify these exams every year. In this year 01 Asst. Professor of English department (Mrs. N. Ahmed) has been able to qualify SLET.

7. Initiative towards faculty development programme:-

The college always encourages its faculty members to develop their academic/professional career by allowing them to participate in OC/RC, granting study leave to prosecute their Ph.D./M. Phil research as per UGC guidelines. The college also encourages its faculty to participate / present papers in different seminars / workshops. During the years 2011-12, 03 faculties participated in International seminar, all of the faculties participated in one or more national / state level seminars / workshops. Moreover, 13 faculty members participated in OC/RCs. The Teachers of the college has been using to publish a Teachers' Journal Annually and the issue of the Journal for the Session 2011-12 has also been published. Moreover the

Mathematics department has published a departmental journal under the initiatives of its faculty members.

8. Total number of seminars/workshops conducted:-

In this year, all departments of the college conducted 01 or more departmental seminars. Besides, different units of the college also have conducted as number of seminars, some of which are mentioned below:

By NSS unit:-

- Women empowerment : 25/09/2011
- Disaster Management (Training) : 03/11/2011

By Extension Education Centre:-

- Essential Aspects of Service Rules of Assam : 10/02/2011
- Behaviour Change Communication at Horijon colony, Abhayapuri Town : 12/02/2011

By Assamese department:-

- Neo-Vaishnavite Movement in NE India (UGC sponsored National Seminar) : 26/12/2011 & 27/12/2011

By Women Cell:-

- 03 Days Workshop cum Training Programme on Craft Works : 09/06/2011 to 11/06/2011

By English department & NSS unit:-

- Life Skill Programme : 21/03/2012 to 22/03/2012

By Central Library:-

- User Education Programme on Library use (Training) :

9. Research projects a) Ongoing b) Completed:-

Nil

10. Patents generated if any:-

Nil.

11. New collaborative research programmes:-

Nil.

12. Research grants received from various agencies:-

Nil

13. Details of Research scholars:-

There is no provision of registration of research scholar in this institution, as it is a U.G. college. However, a number of faculty members have been prosecuting Ph. D research under Gauhati University. They are:-

- a. S. Nath (Economics), Ph. D awarded.
- b. D.C. Nath (Botany)
- c. R. Choudhury (Chemistry)
- d. B. Barman (Physics)
- e. G.C. Das (English)

Moreover, Mrs. N. Ahmed, Asst. Professor in English has been doing M. Phil research.

14. Citation index of faculty members and impact factor:-

NA.

15. Honors/Awards to the faculty:-

Nil.

16. Internal Resources generated:-

During the year 2011-12, the Computer Cell of the college has been able to earn revenue as given below:

From PGDCA (Regular) :-	Rs. 4, 13, 910.00
From KKHSOU :-	Rs. 44, 200.00

Moreover, the college collects fees from the students of other institutions who appear in their final exams. from this college centre. The college has collected a total of Rs. 1, 36, 150.00 this year.

17. Details of departments getting assistance/recognition under SAP, CONSIST:-

Nil.

18. Community services:-

The college extends various community services each year through its different wings. In 2011-12, the college has conducted the following programmes related to community service:-

Programmes conducted by NSS unit:-

- | | |
|--|--------------|
| I. Street-play on the issues like HIV (AIDS),
misuse of mobile, witch hunt etc. | : 24/03/2011 |
| II. Cultural programme at <i>Kayakuja</i> for Tourism
development (Participation) | :18/02/2012 |
| III. Blood donation camp in collaboration with
Red Ribbon Club | : 01/11/2011 |
| IV. Training on Disaster Management | : 03/11/2011 |
| V. AIDS Day | : 12/02/2011 |

By Extension Education Centre:-

- | | |
|---|--------------|
| Seminar on Behaviour Change Communication
at Harijon colony, Abhayapuri Town | : 12/02/2011 |
|---|--------------|

19. Teachers and Officers newly recruited:-

19 teachers have been recruited on contractual basis.

20. Teaching-Non-teaching staff ratio:-

Teaching staff	= 66
Non-teaching staff	= 37
Teaching staff: Non-teaching staff	= 1.8:1.0

21. Improvements of the library services:-

The following facilities have been added to the central library:-

- N-List Service (E – Resource)
- Reprographic Service
- Circulation

22. New books/journals subscribed under and their value:-

Item	Number	Value (in Rs.)
Books	1392	4,31,040.00
Journal	30	40,400.00

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:-

The system of student assessment of teachers is introduced in the Three Years Degree level. If a teacher is assessed below the standard with respect to one or other criteria, he is advised/helped by the Principal to upgrade his performance.

24. Feedback from stakeholders:-

The college has no in built mechanism of collection of feedback from the stakeholders other than the students. However, the college collects suggestions from guardians / parents in Gurdians/Parent-teacher meets. Moreover, the college humbly seeks suggestions from the public in different public meetings held under the auspices of the college and always try to implement the valuable suggestions for general development of the college.

25. Unit cost of education:-

Including salary component	: Rs.40, 889.69 (including HS students)
	: Rs. 59,899.05 (excluding HS students)
Excluding salary component	: Rs.9, 377.42 (including HS students)
	: Rs. 13, 736.93 (excluding HS students)

26. Computerization of administration and the process of admission and examination results, issue of certificates:-

The admission process has already been computerized (in 2010-11) and more computer facility has been extended to the administrative branch.

The examination results and the certificates are prepared by G.U. The college only communicates the result and distributes the certificates to the students.

27. Increase in the infrastructural facilities:-

The infrastructure facility has been increased as given below during this year:-

- 01 Toilet has been constructed specially for girl-students.
- 01 Ideal class room has been set up at the 2nd floor of the main building.
- 01 Room as office of the IQAC and 01 room as office of KKHSOU have been constructed.
- 01 Room has been constructed as the office of Vice-Principal.

28. Technology up gradation:-

Nil.

29. Computer and Internet access and training to teachers, non-teaching staff and students:-

There are 08 NME connections in the college. So, the teachers and students can use internet at different branches like central library, Computer Centre, KKHSOU office etc.(with LAN connection)

30. Financial aid to students:-

The students belonging to OBC/SC/ST categories receive financial aid from the state Govt. in the form of scholarship. Moreover, the college provides financial aids to the poor cum meritorious students from its Poor Aid Fund. During 2011-12, the financial aid has been provided as detailed below:-

Aid	No. of students benefited	No. of students benefited
Poor-Aid-Fund	HS (Science) Class : 02	2900.00
	HS (Arts) Class : 07	10500.00
	TDC (Arts) : 23	33980.00
	TDC (Sc.) : 01	1500.00
Scholarship (At prescribed rate)	OBC : 273	6,36,740.00
	SC : 82	3,92,210.00
Conveyance Allowance	Under privilege group : 60	6,00,000.00

31. Activities and support from the Alumni Association:-

Nil.

32. Activities and support form the Parents-Teaches Association:-

The Parents-Teachers Body has been constituted on 11.02.2012 and the Body has been preparing its Plan of action.

33. Health Services:-

During the year 2011-12, the college has carried out the following health-related programmes through its NSS unit:-

- Street play on HIV(AIDS) on 24.09.2011
- Blood donation camp (in collaboration with Red Ribbon club) on 02.11.2011
- Observance of AIDS day on 01.12.2011

34. Performance in sports activities:-

The College has organized Night Volley Ball competition in the memory of the expired teachers of the college on 16.01.2012 Moreover, the college has organized a friendly cricket match between teachers and students of the college on 06.01.2012

35. Incentives to outstanding Sportspersons:-

Nil.

36. Student achievements and awards:-

01 student secured 3rd position in the state level Chemistry Olympiad organized by the Society for Chemical Education, Assam.

Moreover, 10 NSS volunteers participated in winter Adventure Camp held from 02.04.2011 to 11.04.2011 sponsored by RGNIYD at Manali (HP) and 06 of them secured the excellent grade.

37. Activities of the Guidance and Counseling Unit:-

The Career Guidance Cell is an active unit of the college. The unit has been extending career guidance and placement service to the students. During the year 2011-12, the unit has performed the following activities:

- A seminar on Career Counseling and placement (13/10/2011)
- A seminar cum Objective Type Test in association with Surabhi and Satyam Group of Institutions, Bhopal (17/10/2011)
- A seminar on Career Counseling and placement :-
Resource person: Mr. T. Barua, Marketing officer, Delhi College of Technology and Management, New Delhi (22/11/2011)
- A seminar on Career Counseling and Placement (Students from surrounded schools participated) (28/11/2011)
- 15 days Professional Skill Development Programme in collaboration with Orion Edutech (from 24.03.12)
- Campus Drive programme for placement in collaboration with Orion Edutech (22/12/2011), where 10 students got placement in different jobs.

Moreover a 15 days Spoken English Course has been conducted by English department from 16/11/2011 to 30/11/2011.

38. Placement services provided to students:-

The Career Guidance Cell and NSS unit of the college often hold campus drive programmes for placement of the students or to show them ways of placement. In this year 2011-12 the Career Guidance Cell has undertaken a campus drive programme for placement in collaboration with Orion Edutech on 22/12/2011, through which 10 students got placement in different jobs. .

39. Development programmes for Non-teaching staff:-

Nil

40. Good practices of the institution:-

The college has always looks for alround development of the students. Therefore, the institution has been undertaking a number of practices in order to upgrade its general academic atmosphere. As for example, the college observes Republic day, Independence Day and other similar programme to inculcate civic responsibility among them. Further, the college celebrates Saraswati Puja, Fateha-E-Doaz Daham, Tithi of Srimanta

Sankardeva etc. in order to impart value education to the students. The college always encourages its students to participate in different activities undertaken by the NSS, NCC & Extension Education unit.

Furthermore, the college prepares an Academic calendar for each session and IQAC monitor the implementation of the same. This practice has been helping the college in maintaining all academic activities smoothly.

41. Linkages developed with National/International, Academic/Research bodies:-

Nil.

42. Action Taken Report on the AQAR of the previous year:-

As per plans of the college for the year 2010-11, the following actions have been taken in 2011-12:

- Necessary official procedures are followed to open Computer Science in U.G. (Sc.) level.
- Construction of girls' toilet & Vice-Principal's room along with IQAC office room, KKHSOU office room and Ideal class room has been completed.
- Financial assistance to the poor-cum meritorious students have been extended.
- 01 National Seminar under the financial assistance of UGC (NERO) has been organized.
- Various health-related programmes and community services including blood donation camp, AID awareness, disaster management, and health awareness among Horijon community have been undertaken through NSS, NCC and Extension Education units.

43. Any other relevant information the Institution wishes to add:-

There are a number of committees/units/cells in the college among its faculty members. The Principal monitors all activities of the college through these committees/units/cells. This practice has helped the faculty members to associate themselves with the corporate life of the college on one

hand, and made it easier to maintain a healthy general ambience in the college on the other hand.

PART-C

Plans of the college for the next year (2012-13)

Opening of new courses:-

- Computer Science) in UG (Sc.) level.
- Environmental Science

Infrastructure development:-

- A Day- Care centre
- One Examination strong Room
- Renovation of old buildings

Students Programme:-

- Remedial coaching for SC/ST/OBC/Minority students.
- Financial assistance to poor cum meritorious students.
- Enhancement of activities of NSS, NCC,EEC.

Organizational Management:-

- More health-related programme & community Services
- National and International Seminar
- To intensify the process of NAAC accreditation (Cycle 2)
- Enhancement of the activities of Alumni Association & Parent –Teacher Body

Sd/- (Dr. S. Nath)
Principal,
Abhayapuri College
