

Annual Quality Assurance Report (AQAR) 2010-11

Submitted to
National Assessment and Accreditation Council
Bangalore



Abhayapuri College
(Accredited "B" Grade by NAAC)

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 2010-11 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 treat 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: 04.01.2012


(Dr. S. Adhikary)
Principal
Abhayapuri College
Abhayapuri College

Name of the Institution

Year of Report

Abhayapuri College

2010-11

P.O: Abhayapuri

Dist. Bongaigaon

Pin: 783384

Assam (India)

PART-A

The IQAC of the college has adopted the following Plan & Action for the year of 2010-11.

Introduction of new courses:

- ❖ Bio-Technology (U.G. Level)
- ❖ Computer Science (U.G. Level)

Infrastructure Development:

- ❖ Completion of the 2nd floor of the R.C.C. building.
- ❖ Extension of the Girls' Common Room.

Student support and Progression:

- ❖ Financial assistance to more students
- ❖ Placement service.

Healthy Practices:

- ❖ More health related programmes.

Organization and Management:

- ❖ Computerization of the admission process.
- ❖ Strengthening of the Career Counseling Service.
- ❖ Extension of the internet facility.

The Outcome achieved so far are as follows:

- Necessary permission has been accorded by G.U. to open Computer Science in UG level.
- The construction of the 2nd floor of the existing R.C.C. building has come to the completion.
- The Girls' Common Room has been extended.
- More students have been provided financial assistance from the Poor-Aid-Fund.
- The admission process has been computerized.
- The college has been able to hold more health awareness programmes.
- The internet facility has been extended to some extent.

PART-B

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

The main objective of the college is to produce graduates fit for the modern competitive world. So, the college has been trying to make the students skill through different career oriented programmes. To impart extension education is also one of the important objectives of the college. The institution always encourages the students to participate in various sports and cultural events, and extension works; it also imparts value education and education of civic responsibility for all-round development of the students. Thus the college has been working to achieve its ultimate goal of developing the society by imparting education in different fields in different modes.

During the year 2010-11, the college conducted 05 interdepartmental seminars, 41 other seminars, 04 community service related programmes, 03 health-related programmes. The college has encouraged the faculty members to participate in different faculty development programmes and research works. This year 47 such programmes were participated by the faculty members. Again, 08 teachers have been pursuing their Ph.D. research. The NCC unit has facilitated the placement of its cadets in defense services. The infrastructure facility of the college has been expanded by extending the girls' common room, completing the 2nd floor of the R.C.C. building and installing a transformer in the college premises. The access to internet facility has been improved. A good no. of books, along with some other necessary items have been added to the Central library. Besides, the college has conducted a number of programmes to inculcate value education and the sense of civic responsibility among the students.

Thus, the college has made endeavors to achieve its goals and objectives.

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

The college has decided to introduce Computer Science and Bio-Technology from the next academic year and has received necessary permission from G.U. to open Computer Science. It is hoped that G.U. will accord necessary permission to open Bio-Technology also in the next session.

3. Innovations in curricular design and transaction:-

The college is affiliated to Gauhati University and it strictly follows the curriculum designed by the University. So, there is little scope of the college to take innovative role in curriculum design.

4. Inter-disciplinary programmes started:-

The college has not started any interdisciplinary programme so far. However, realizing the need of exchanging knowledge of different disciplines among the students and teachers, the college arranges a number of interdepartmental seminars each year. In this year too, some departments of the college have held some interdepartmental seminars as given below:

<u>Department</u>	<u>No. of interdepartmental seminars</u>
Pol. Science	02
Education	01
<u>English</u>	<u>02</u>
Total =05	

5. Examination reforms implemented:-

As the college is affiliated to G.U., so, it is bound to follow all the rules and regulations set by the university regarding examinations. So, there is no scope of the college to take part in reforming the examination system.

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

The college is an UG college; so there is no provision of appearing NET/SLET etc. from this college. However, a number of alumni/teacher of this college have been qualifying NET/SLET.

This year, one of the contractual teachers (B. Sarkar) of Political Science department, has been able to qualify NET.

7. Initiative towards faculty development programme:-

The college always encourages its faculty members to develop their academic/professional career. So they are deputed to attend Refresher Course/Orientation Course, granted study leave to prosecute their Ph.D./M. Phil degrees as per UGC guidelines. Moreover, they are also encouraged to

participate in different seminar/workshop/training programmes, and undertake different Research Programmes.

During the year of 2010-11, the number of teachers participated in different Faculty Development Programmes (FDP) are as follows:

<u>FDP</u>	<u>No. of teachers</u>
Orientation Course -	01
Refresher Course -	04
Seminar/Workshop -	42

8. Total number of seminars/workshops conducted:-

The departments of the college have conducted a total of 32 seminars in the year, 2010-11. Besides, the different units of the college also have conducted a number of seminars this year as detailed below:

Seminars conducted by NSS unit:-

- AIDS : 20/10/2010
- Election process for Youth (in collaboration with Election office, North Salmara, Abhayapuri) : 22/12/2010

Seminars conducted by Extension Education Centre:-

- In the campus : 04 on 13/08/2010, 16/09/2010, 21/12/2010 and 10/02/2011.
- Outside the campus : 02 on 29/01/2011 and 12/02/2011.

Seminars conducted by IQAC:-

- Career Counseling
Resource Person: G.K. Sarma (Guwahati) on 31/12/2010.

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

The following research projects have been undertaken by the Geography department under its own financial liabilities:-

- Ashok Paper Mill: Causes of dangers and remedial measures.
- Tourism Industry in North Salmara sub-division of Bongaigaon, Assam.

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:-

As mentioned earlier, the college is an UG college. So, there arises no question of having Research Scholars under its registration. However, a number of faculty members of this college have been prosecuting Ph.D./M. Phil research as furnished below:

(i) Faculty members prosecuting Ph.D. Research:-

(a) B.H.A. Ahmed (Arabic), Ph.D. awarded.

(b) S. Nath (Economics), Thesis submitted.

(c) R. Choudhury (Chemistry)

(d) P. Devi (Zoology), Ph.D. awarded

(e) B. Barman (Physics)

(f) D. Sarma (Geography)

(g) W. Ali (Geography)

(h) D. Das (Geography)

(ii) Faculty members prosecuting M. Phil Research:-

(a) M. Yesmin (Education), M. Phil. awarded.

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

NA.

15. Honors/Awards to the faculty:-

Nil.

16. Internal Resources generated:-

The Computer Cell of the college has been earning some amounts each year through different self finance courses. This year (2010-11) the Cell has been able to generate resource as given below:-

From PGDCA (R) -- Rs. 1,53,600.00

From Short Term Courses – Rs. 16,250.00

Moreover, the college collects fees from the students of other institutions who appear in final exams. from this college centre. The resource generated this year under this head is Rs. 65,500.00

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

Nil.

18. Community services:-

The college conducted a number of community service related programmes during the year 2010-11 as given below:

Programmes conducted by NSS unit:-

(i) Procession for AIDS awareness : 01/12/2010.

(ii) Anti drugs campaign – awareness programme : 22/12/2010

(In collaboration with North-East helping, an NGO, Guwahati).

Programmes conducted by Extension Education Centre:-

The extension Education Centre conducted a literary programme at New Piradhora Pre-Senior Madrassa on 29-10-2011. Moreover, a health related programme also has been held at Harijan Prathmik Vidyalaya on 12/02/2011.

19. Teachers and Officers newly recruited:-

20 teachers have been recruited on contractual basis.

20. Teaching-Non-teaching staff ratio:-

Teaching staff = 51

Non-teaching staff = 29

Teaching staff : Non-teaching staff = 1.76 : 1

21. Improvements of the library services:-

In order to improve the facilities in the Central library, the following items have been added to it during 2010-11:-

- HCL Computer : 03 Nos.
- Computer table : 02 Nos.
- Revolving chair : 02 Nos.

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

<u>Item</u>	<u>Number</u>	<u>Value</u>
Book -	1074	Rs. 6,27,218.00
Journal -	04	Rs. 1,300.00
Periodicals -	04	Rs. 1,337.00

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 course. If a teacher is found to be assessed below the slandered with respect to one is other criteria, he is advised/helped by the Principal to upgrade up to the mark.

24. Feedback from stakeholders:-

The college has not introduced the system of collection feedback from the stakeholders other than the students. However, the college has incorporated the suggestion given by the NAAC Peer team in 2004 into its 5 years Plan of Action and trying its best to fulfill the suggestions as much as possible.

25. Unit cost of education:-

Rs. 54,558.00 including salary component

Rs. 7,511.00 excluding salary component

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

The admission process has been computerized this year. Moreover, the computer facilities in the administration have been extended.

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 following works have been done in order to increase the infrastructure facilities:-

- The Girls' Common Room has been extended under UGC grant of 11th Plan.
- The 2nd floor of the R.C.C. building has been completed against a total cost of Rs. 28 lakhs, of which Rs. 8 lakhs has been used from UGC grant.
- An electrical transformer has been installed in the college campus utilizing Rs. 10 lakhs of UGC grant provided during the 11th Plan Period.

28. Technology up gradation:-

Nil.

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

The college has procured 08 NME connections under Govt. of India and thus access to the internet facility has been increased.

30. Financial aid to students:-

The college provides financial aid to the students from its Poor Aid Fund, generally during the admission process. Moreover, they students belonging to OBC/SC/ST categories receive financial aid in the form of scholarship from the State Govt. During this year, the financial aid has been given as detailed below:

<u>Aid</u>	<u>No. of students benefited</u>	<u>Amount (Rs.)</u>
Poor-Aid-Fund	HS (Science) Class : 03	7,620.00
	HS (Arts) Class : 02	1,200.00
	B.A. Class : 11	11,170.00

	B.Sc. Class	: 01	3,215.00
Scholarship	OBC	: 340	At the prescribed rate

31. Activities and support from the Alumni Association:-

Nil.

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

The Parents-Teachers Body has not been formed yet.

33. Health Services:-

The following health - related programmes have been carried out by the college through its NSS unit:

- Procession for AIDS awareness (conducted by NSS) : 01/12/2010
- Anti drug campaign : 08/12/2010
(Conducted by NSS in collaboration with North-East helping, Guwahati)
- Health & Hygiene awareness programme among : 12/02/2011
Harijan Community (Conducted by Extension Education Centre)

34. Performance in sports activities:-

- The College has organized the Gauhati University Inter College Football Tournament, 2010 (Date:)
- The College has organized Night Volley ball competition in the memory of the expired teachers (January, 2011)
- The College organized a friendly Cricket match between Teachers and students (December, 2011).

35. Incentives to outstanding Sportspersons:-

Nil.

36. Student achievements and awards:-

Nil.

37. Activities of the Guidance and Counseling Unit:-

Nil.

38. Placement services provided to students:-

The NCC unit of the college has facilitated the placement of its 05 cadets in different defense services.

39. Development programmes for Non-teaching staff:-

The Computer Cell of the college has been imparting training in computer basics to the Non-teaching staff of the college.

40. Good practices of the institution:-

The college has adopted a number of practices in order to upgrade its general academic ambience. As for example, the college holds some programmes like Saraswati Puja, Fateha-E-Doaz-Daham, Tithi of Srimanta Sankardeva etc. in order to impart value education to the students. It also holds some programmes to inculcate civic responsibility among the students. The college always makes efforts for all-round development of the students by encouraging them to participate in NCC, NSS, Extension Education Centre etc.

Moreover, the IQAC of the college has been using to check the internal quality of the college and suggesting measures to upgrade /sustain the quality when required.

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

Nil.

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

Based on the AQAR of 2009-10, the college has chalked out an Action Plan as given below:-

- Strengthening of the Career Counseling Service.
- Strengthening of the Placement Service.
- Computerization of the central Library.
- Formation of the Parents-Teachers Body and activation of the Alumni Association.
- Initiation of re-accreditation process by NAAC.

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

The college has installed Central address system including installation of C.C. T.V. camera in the Principal's office, classrooms, Central Library and verandahs. Also the college has made arrangement for online UPS facilities for continuous power supply. Further, the college has established a digital language library in the college. The college has introduced internet access facility through Wi-Fi system from this session.

PART-C

Details of the plans of the institution for the next year (2011-12)

Opening of new courses:-

- Opening of Computer Science subjects (General) in the UG level.
- Opening of courses on Environmental Science.

Infrastructure development:-

- Construction of separate room for Vice Principal with attached toilet.
- Constructions of bi-cycle stand for girls.
- Construction of toilets for girls with running water facility.
- Provision of drinking water for students.
- Up gradation of one room into examination strong room.
- Construction of a day care centre.
- Installation of transformer in the college campus (650 KV)

Students Programme:-

- Remedial coaching classes for SCST/OBC/Minority students under UGC scheme.
- Coaching for SC/ST/OBC/Minority students for entry into services under UGC scheme.
- Financial assistance to poor students as scholarship for conveyance.
- Career Counseling and campus placement programme.

Organizational Management:-

- Various awareness programme on HIV/AIDS and on disaster management.
- National/State level seminar/workshop.
- Strengthening of the career counseling service.
- Arrangement of more community services including holding classes in the local jail under KKHSOU.
- Holding of blood donation camp in and around the college.
- Holding of Book fairs for literary awareness.
- Health awareness programme in the sweeper colony under extension education programme.

Date: 04.01.2012

(Dr. S. Adhikary)
Principal
Abhayapuri College

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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.



(Dr. S. Nath)
Principal,
Abhayapuri College

Date: 18/03/2014

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

4. *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.

5. *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.

6. 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.

15. 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.

16. 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.

17. 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.

18. 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) :

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

Nil

20. Patents generated if any:-

Nil.

21. New collaborative research programmes:-

Nil.

22. Research grants received from various agencies:-

Nil

23. 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.

24. 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>Kayakujja</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 Guardians/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



(Dr. S. Nath)
Principal,
Abhayapuri College

**Annual Quality Assurance Report (AQAR)
2012-13**

Submitted to
National Assessment and Accreditation Council
Bangalore



Abhayapuri College
(Accredited “B” Grade by NAAC)
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 2012-13 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 challenges 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.



(Dr. S. Nath)
Principal
Abhayapuri College

Date: 01.12.2014

Name of the Institution

Year of Report

Abhayapuri College

2012-13

P.O: Abhayapuri

Dist. Bongaigaon

Pin: 783384

Assam (India)

PART-A

The IQAC of the college has adopted the following Plan of Action for the year of 2012-13.

Introduction of new courses:

- ❖ Bio-Technology (U.G. Level)
- ❖ Computer Science (U.G. Level)
- ❖ Introduction of Environmental Science in UG level
- ❖ D.El.Ed. course under KKHSOU Study Centre to be offered by KKHSOU.

Infrastructure Development:

- ❖ Construction of a Day – care centre & provision of an Examination Strong Room.
- ❖ Construction of toilets attached to the teachers' common room.
- ❖ Construction of a shed over the 63 KV generator set.

Student support and Progression:

- ❖ Financial assistance to more poor and meritorious students
- ❖ Remedial Coaching particularly to the students from under privileged group.
- ❖ 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 give computer literacy to all students. Also, IQAC has requested the authority to install a sophisticated Xerox machine and a Fax machine in the office so that the office works of the college can be made easy and fast.
- ❖ Enhancement of activities of NSS, NCC and Extension Education Centre(EEC).
- ❖ Strengthening of the Career Counseling Cell.
- ❖ Extension of the internet facility.
- ❖ To organize more National / International Seminars.
- ❖ To strengthen the orientation of the Alumni Association with the activities of the college.
- ❖ To identify NAAC accreditation process (cycle 2)

The Outcome achieved so far are as follows:

- For introducing Computer Science in U.G. level, admission of students is going on. Enrolment of 07 students in the 1st semester has already been done.
- One class room for Computer Science has been constructed and the laboratory is set up for the same.
- The Career Counseling Cell has arranged programmes to provide counseling on placement of the students. Also, a campus recruitment programme was held, where 03 students were selected for placement.
- The Arabic Dept. organized an International Conference on 'Arabic and Islamic Studies in North – East India' on 27/06/2013 to 29/06/2013
- More students have been provided financial assistance from the Poor-Aid-Fund.
- The admission process has been computerized.
- The college has been able to hold more health awareness programmes.
- The internet facility has been extended to some extent.
- A sophisticated Xerox machine is installed in the office room.

PART-B

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

The main objective of the college is to produce graduates fit for the modern competitive world. So, the college has been trying to make the students acquire different skills through different career oriented programmes. To impart extension education is also one of the important objectives of the college. The institution always encourages the students to participate in various sports and cultural events and extension works in and outside the college campus under the wings like NSS, NCC, EEC and Science Forum etc. It also imparts value education and education of civic responsibility for all-round development of the students. Thus the college has been working to achieve its ultimate goal of developing the society by imparting education in different fields in different modes.

During the year 2012-13, the college conducted 01 international conference, 06 other seminars, 01 community service related programmes, 01 health-related programmes and 02 Women Empowerment programme. The college has encouraged the faculty members to participate in different faculty development programmes and research works. This year 144 such programmes were attended by the faculty members. Again, 06 teachers have been pursuing their Ph.D. research.

So far as the infrastructure facility is concerned, the college has constructed 01 toilet for the teacher's common room and 01 shed over the generator set. The access to internet facility has been improved. 361 no. of books and necessary items have been added to the Central library. Besides, the college has conducted a number of programmes to inculcate value education and the sense of civic responsibility among the students.

Thus, the college has made endeavors to achieve its goals and objectives.

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

The college has decided to introduce Computer Science and Bio-Technology from the next academic year and has received necessary permission from G.U. to open Computer Science. It is hoped that G.U. will accord necessary permission to open Bio-Technology also in the next session.

D.El.Ed. (Diploma in Elementary Education) course under KKHSOU under Abhayapuri College Study Centre is opened from the session 2012-13. The course is

of two years duration and the enrollment of around 100 teacher candidates (TET qualified) deputed under SARBA SIKHYA ABHIYAN by the Govt. of Assam.

9. *Innovations in curricular design and transaction:-*

The college is affiliated to Gauhati University and it strictly follows the curriculum designed by the University. So, there is little scope of the college to take innovative role in curriculum design. However, the teachers offer necessary suggestion in this regard if the university seeks for.

4. *Inter-disciplinary programmes started:-*

The college has started interdisciplinary programme from the session 2011-12. However, realizing the need of exchanging knowledge of different disciplines among the students and teachers, the college arranges a number of interdepartmental seminars every year. Moreover, the Research, Publication and Faculty Improvement Committee have planed to hold a series of popular talk among the faculty members. However, no such programme has been held within this session (July2012-June 2013).

5. *Examination reforms implemented:-*

As the college is affiliated to G.U., so, it is bound to follow all the rules and regulations set by the university regarding examinations. So, there is no scope of the college to take part in reforming the examination system.

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

The college is an UG college; so there is no provision of appearing NET / SLET etc. from this college. However, a number of alumni / teachers of this college have qualified NET and SLET.

7. *Initiative towards faculty development programme:-*

The college always encourages its faculty members to develop their academic / professional career. So they are deputed to attend Refresher Course s/ Orientation Courses, granted study leave to prosecute their Ph.D./ M. Phil degrees as per UGC guidelines. Moreover, they are also encouraged to participate / present papers in different seminars / workshops / training programmes and undertake different Research Programmes.

During the year of 2012-13, the number of teachers participated in different Faculty Development Programmes (FDP) are as follows:

<u>FDP</u>	<u>No. of teachers</u>
Orientation Course -	02
Refresher Course -	05
Seminar / Workshop -	47

The teachers of the college have been using to publish a Teachers' Journal annually and the issue of the Journal for the Session 2012-13 has also been published.

8. Total number of seminars / workshops conducted:-

The departments of the college have conducted a total of 03 seminars in the session 2012-13. Arabic department of the college have conducted an International Conference on Arabic and Islamic studies on 27-29 June/, 2013. Besides, the different units of the college also have conducted a number of seminars this year as detailed below:

Seminars conducted by NSS unit:-

- On HIV & AIDS : 01/12/2012

Seminars conducted by Extension Education Centre:-

- Outside the campus : Women Literacy and Social Change : 10/12/2012

Seminars conducted by Career Guidance Cell:-

- Career Counseling : A seminar on career counseling and placement was held on 28/11/2012 where Mr.Rajeeb Deka was the resource person.

- **Seminars conducted by IQAC** :

- A Seminar on Research methodology : 20/12/2012

By Central Library:

- User Education Programme on Library use (training); The librarian of the college holds training programme for the fresh students both of HS and 1st Semester at the beginning of the session every year.

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

The following research projects have been undertaken by the Geography department under its own financial liabilities:-

- Ashok Paper Mill: Causes of dangers and remedial measures. - *Completed*

- Tourism Industry in North Salmara sub-division of Bongaigaon, Assam: -
Completed

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:-

As mentioned earlier, the college is an UG college. So, there arises no question of having Research Scholars under its registration. However, a number of faculty members of this college have been prosecuting Ph.D. / M. Phil research as furnished below:

(i) Faculty members prosecuting Ph.D. Research:-

(a) B. Barman (Physics): Thesis submitted and result awaited.

(b) R. Choudhury (Chemistry)

(c) G.Das (English)

(d) D.C.Nath (Botany): Thesis submitted and result awaited.

(e) D. Das (Geography)

(f) B. Sarma (Philosophy)

(ii) Faculty members prosecuting M. Phil Research:-Nil.

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

Impact factor: Dr. B. Barman : 1.785 (2012)

15. Honors / Awards to the faculty:-Nil

16. Internal Resources generated:-

The Computer Cell of the college has been earning resource every year through different self financed courses. This year (2012-13) the Cell has been able to generate resource as given below:-

From PGDCA (R) = Rs. 18,370.00

Resource generated from KKHSOU = Rs. 3, 11,465.00

Moreover, the college collects fees from the students of other institutions who appear in the final exams. from this college centre. The resource generated this year under this head is Rs. 28,000.00

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

18. Community services:-

The college conducted a number of community service related programmes during the year 2012-13 as given below:

Programmes conducted by NSS unit:-

- (i) Procession for AIDS awareness : 01/12/2012
- (ii) Blood donation camp (conducted by NSS in collaboration with Red Ribbon club) : 01/11/12
- (iii) Mock drill on disaster management (conducted by NSS in collaboration with District disaster management department) : 04/10/12

Programmes conducted by Geography dept: An awareness programme on "Rural Landscape Changes" at Manikpur Anchalik college : 14/10/2012

Programmes conducted by Extension Education Centre:-

- The Extension Education Centre organized a seminar on 'Woman Literacy and Social Change' at Piradhora on 10-12-2012.

Central library participated in Koya Kujia Festival:

- Participated in the festival on the theme 'Biodiversity & Conservation of Animal & Plants' by holding exhibition of books of related topic. : 18/08/2012 – 19/08/2012.

19. Teachers and Officers newly recruited:-

15 teachers have been recruited on contractual basis.

20. Teaching-Non-teaching staff ratio:- AQ..

Teaching staff = 62
Non-teaching staff = 24
Teaching staff: Non-teaching staff = 2.58 : 1

21. Improvements of the library services:-

The following facilities have been added to the central library:

- Two BSNL Broadband connections are provided for Internet Browsing.
- N.-LIST Service – National Library and Information Service Infrastructure for Scholarly Content programme of UGC Inlibnet being jointly executed by the UGC-INFONET Digital Library Consortium, INFLIBNET Centre and the INDEST-AICTE Consortium, IIT Delhi. The User IDs & Passwords have been provided to Teachers only on 06/06/2012.
- Library Software SOUL 2.0 has been installed.

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

<u>Item</u>	<u>Number</u>	<u>Value</u>
Books -	461	Rs. 99,970.00
Journal -	Nil	-
Periodical -	Nil	-

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 course. If a teacher is found to be assessed below the standard with respect to one or the other criteria, he is advised / helped by the Principal to upgrade his performance.

24. Feedback from stakeholders:-

The college has not introduced the system of collection feedback from the stakeholders other than the students. However, the college collects suggestions from guardians / parents in Guardians / Parents – Teacher meets. Moreover, the college humbly seeks suggestions from the public in different public meeting under the auspices of the college and always tries to implement the valuable suggestions for the development of the college.

25. Unit cost of education:-

Including Salary component : Rs. 31,866.70 (including HS student)

: Rs. 46,315.25 (excluding HS student)

Excluding salary component : Rs. 5,904.37 (including HS student)

: Rs. 8,581.44 (excluding HS student)

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

The admission process has been computerized from the previous year. Moreover, the computer facilities have been extended to the administrative branch.

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

27. Increase in the infrastructural facilities:-

The following works have been done in order to increase the infrastructure facilities:-

- A shed is constructed over the 63 KV generator set.
- Toilet attached to the teachers' common room has been constructed.
- A bicycle stand has been constructed.

28. Technology up gradation:-Nil

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

The college has procured 08 NME connections under Govt. of India in the previous year. 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 college provides financial aid to the students from its Poor Aid Fund, generally during the admission process. Moreover, the students belonging to OBC / SC / ST categories receive financial aid in the form of scholarship from the State Govt. This year, the financial aid has been given as detailed below:

<u>Aid</u>	<u>No. of students benefited</u>	<u>Amount(Rs.)</u>
Poor-Aid-Fund	HS (Science) Class : Nil	-----
	HS (Arts) Class : 04	9,355.00
	B.A. Class :37	38,085.00
	B.Sc. Class : 04	1835.00

Scholarship OBC : 239 6, 48,800.00

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:-

The following health - related programmes have been carried out by the college:

- Popular talk and awareness poster on AIDS / HIV (conducted by NSS in collaboration with Assam State AIDS Control Society) : 01/12/2012
- Blood donation camp, procession and poster writing competition (conducted by NSS in collaboration with Red Ribbon Club) : 01/11/12

34. Performance in sports activities:-

- The College has organized Night Volley ball competition in the memory of the expired teachers of the college. (January, 2013)
- The College organized a friendly Cricket match between Teachers and students (January, 2013).

35. Incentives to outstanding Sportspersons:-Nil.

36. Students achievements and awards:-

4 NSS volunteers participated in Youth Expo Festival at Guwahati organized by Ministry of Youth Affairs & Sports Govt. of India : 5/02/2013 to 11/02/2013

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 2012-13 the unit performed the following activities:

- a) A seminar on Career Counseling and placement (Teacher / Student from surrounding schools participated the seminar) : 28/11/2012
- b) Campus Recruitment Programme in collaboration with NIIT, Guwahati. Three students were selected for jobs. : 11/02/2013

38. Placement services provided to students:-

The Career Guidance Cell and NSS unit of the college often hold campus recruitment programmes for placement of the students or to show them ways of placement. In this year 2012-13 the Career Guidance Cell has undertaken a campus drive programme for placement in collaboration with NIIT, Guwahati through which 03 students got placement in different jobs.

39. Development programmes for Non-teaching staff:-

The Computer Cell of the college has been imparting training in computer basics to the Non-teaching staff of the college.

40. Good practices of the institution:-

The college has always looks for around development of the students. Therefore, the institution has been undertaking a number of practices in order to upgrade the 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 some programmes like 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 NCC, NSS and Extension Education Centre etc.

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:-

Based on the AQAR of 2011-12, the college has chalked out an Action Plan as given below:-

- Strengthening of the Career Counseling Service.
- Strengthening of the Placement Service.
- Computerization of the central Library.
- Formation of the Parents-Teachers Body and activation of the Alumni Association.
- Initiation of re-accreditation process by NAAC.

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

The college has installed Central address system including installation of C.C. T.V. camera in the Principal's office, classrooms, Central Library and verandahs. Also the college has made arrangement for online UPS facilities for continuous power supply. Further, the college has established a digital language lab. in the college. The college has introduced internet access facility through Wi-Fi system from previous session.

PART-C

Details of the Action plan of the institution for the next year (2013-14)

Opening of new courses:-

- Starting of Classes in Computer Science subjects (General) in the UG level.
- Introduction of Environmental Science in UG level.
- Introduction of some new vocational subjects in the UG level.

Infrastructure development:-

- To develop another 02 digital classroom.
- To construct another Girls' hostel.
- Renovation of the laboratories.
- To replace the Black Boards by Green Boards and renovation of the class rooms.
- To undertake more plantation in the Hostel Campus.
- To purchase more computers and other accessories.
- To introduce new teaching – learning process.
- More books / journals are to be added to the central library.
- Constructions of bi-cycle stand for girls.
- Construction of toilets for girls with running water facility.
- Up gradation of one room into examination strong room.
- Construction of a day- care centre.

Students Programme:-

- Remedial coaching classes for SC / ST / OBC / Minority students under UGC scheme.
- Coaching for SC / ST / OBC / Minority students for entry into services under UGC scheme.
- Financial assistance to poor students as scholarship for conveyance.
- Career Counseling and campus placement programme.

Organizational Management:-

- To organize more seminars / workshops.
- Various awareness programme on HIV / AIDS and on disaster management.
- Strengthening of the career counseling service.
- Arrangement of more community services including holding classes in the local jail under KKHSOU.
- Holding of blood donation camp in and around the college.
- Holding of Book fairs for literary awareness.



(Dr. S. Nath)
Principal
Abhayapuri College

Date: 01.12.2014

Annual Quality Assurance Report (AQAR) 2013-14

Submitted to
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With thanks.



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

Date: 01/12/2014

Name of the Institution**Year of Report****Abhayapuri College****2013-14**

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 during the session, 2013-14.

Introduction of new courses:

- ❖ It was decided in the year 2012-13 that the subjects, Bio-Technology and Computer Science be introduced in U.G. level from the session 2013-14. Accordingly, the college could have only introduced Computer Science in UG level. But the college could not make necessary arrangement to introduce Bio-Technology due to its poor fund-position and other factors. So, the IQAC has requested the college authority to introduce the Bio- Technology subject from the session 2014-15. And all formalities for the purpose have been fulfilled.

Infrastructure Development:

The IQAC has requested the authority to

- ❖ Provide more toilet facility particularly to the girl students,
- ❖ Construct 01 more 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 and more students of the college are be benefitted.

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 purchasing 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.
- Toilet attached to the girls' common room has been constructed.
- 01 Ideal class room has been set up at the 2nd floor of the main building.
- 02 Office rooms have been revamped, 01 room for IQAC has been constructed.
- 01 room as office of the Vice-Principal has also been re-arranged 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 held, where 01 student was selected for placement.
- The college has been able to purchase 10 Desktop computers.

PART-B

10. 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. Placement of students has been given importance through free counseling through the career counseling cell.. Thus, the college has been working to produce graduates fit for the modern competitive world.

During the year 2013-14, besides the departmental seminars, the college held 01 AIDS awareness programme, 01 Blood donation camp, 01 community service programme , 01 Women Empowerment programme and World Environment Day programme. The college also encourages its faculty members to improve their academic career. In this year, 03 teachers participated in Short-Term / Refresher courses, all the teachers participated in one or more International / National/ State level seminars, workshops. Again, 02 teachers awarded Ph.D degree, 01 teacher submitted his thesis for Ph.D and 04 teachers have been pursuing their Ph.D. research.

So far as the infrastructure facility is concerned, the college has constructed 01 smart class rooms, 01 Conference room, shifted and revamped the general administrative office room. The college has added 462 more books and 22 new Journals of State / National repute to the central library. In addition of GIS laboratory (Geography) the college Installed 10 new Computers, enhanced laboratory equipments like CRO, digital balance, micro processor etc. Moreover, during this year the college has organized a good number of programmes in order to inculcate civic responsibility among the students.

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

The college has started Computer science in UG (Sc) level from the academic year 2013-14 with due permission accorded by the Gauhati University. The college also decided to introduce B.Voc (under UGC) programme in the coming session (2014-15).

12. Innovations in curricular design and transaction:-

As the college is an affiliated college to Gauhati University, so it is not given the liberty to take innovative role in curriculum design. However, the teachers offer necessary suggestion / opinion in this regard if the university seeks for.

4. Inter-disciplinary programmes started:-

Realizing the importance of exchanging knowledge of different disciplines among the students and the teachers, the college encourages to hold departmental and inter-departmental seminars / popular talks etc among the teachers.. Moreover, the Research, Publication and Faculty Improvement Committee have planned to hold a series of popular talks among the faculty members in the coming year.

25. 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 abides by the Exam. rules and regulations set by the university.

26. 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 teachers / alumni of this college have appeared and passed these exams. This year 01 Asst. Professor of English department (Sri. Gahin Ch Das) has been able to qualify both NET & SLET.

27. 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 PhD. / M. Phil research as per UGC guidelines. The college also encourages its faculty to participate / present papers in different seminars / workshops. During the years 2013-14, most of the faculties participated in one or more International / National / State level seminars / workshops. Moreover, 03 faculty members participated in Short-Term / RCs. The Teachers of the college has been using to publish a Teachers' Journal Annually and the Issue of the Journal for the Session 2013-14 has been published.

28. Total number of seminars / workshops conducted:-

The Arabic department of the college had organized an International seminar just before commencement of this session (27th to 29th June/2013). Besides, different units of the college also have conducted a number of seminars / Workshops, some of which are mentioned below:

By NSS unit:-

- Workshop on Patriotic and Devotional songs : 18/9/2013 to 22/09/2013
- Mock Drill on Disaster Management : 4/10/2013

By Women Cell:-

- A Popular talk on Women Empowerment : 04/09/2013

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

a) Two, (i) Dr. B.C. Sarma and (ii) Dr.D.C. Nath ,

30. Patents generated if any:-Nil

31. New collaborative research programmes:-Nil

32. Research grants received from various agencies:-UGC RS.3 lacs (for MRP)

33. 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:-

- f. Gahin Ch.Das (English): Thesis submitted and result awaited
- g. D.C. Nath (Botany): Ph.D degree awarded(2014)
- h. Sri Baburam sarmah (Philosophy)
- i. B. Barman (Physics) Ph.D degree awarded(2014)
- j. Jaynal Abedin (Arabic)
- k. Bikram Ranjan Ray (Assamese)

34. Citation index of faculty members and impact factor:-Nil

15. Honors / Awards to the faculty:-Nil

16. Internal Resources generated:-

During the year 2013-14, the Computer Cell of the college has been able to earn revenue as given below:

From PGDCA (Regular) :-	Rs. 2, 59, 000.00
From KKHSOU :-	Rs. 60,673.00

Moreover, the college collects fees from the students of other institutions who appear in their final examinations from this college centre. The college has collected a total of Rs. 1, 29,500.00 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 2013-14, the college has conducted the following programmes related to community service:-

Programmes conducted by NSS unit:-

- | | |
|--|--------------|
| VI. Blood donation camp in collaboration with Red Ribbon Club & Assam State AIDS Control Society | : 01/10/2013 |
| VII. Mock Drill on Disaster Management in the college campus | : 04/10/2013 |
| VIII. AIDS Day | : 01/12/2013 |
| IX. World Environment Day | : 05.06.2014 |
| X. Inter –Department SKIT(on burning issues like witch-hunt, drugs, child trafficking etc) | : 22/09/2013 |
| XI. Gandhi Jayanti | : 02/10/2013 |

By Extension Education Centre:-

- | | |
|---|--------------|
| A Moral display board programme launched at Harijon colony, Abhayapuri Town | : 25/11/2013 |
|---|--------------|

19. Teachers and Officers newly recruited:-

17 teachers have been recruited on contractual basis.

20. Teaching-Non-teaching staff ratio:-

Teaching staff = 65
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
- Internet Service
- 05 more computers have been added with LAN
- Library orientation for fresh students
- Drinking water facility for the users.

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

Item	Number	Value (in Rs.)
Books	462	1,07,755.00
Journal	22	36,619.00

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

The system of students 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 Guardians / 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 tries to implement the valuable suggestions for general development of the college.

25. Unit cost of education:-

Including salary component	: Rs.26, 397.72 (including HS students)
	: Rs. 38,293.91 (excluding HS students)
Excluding salary component	: Rs.4, 643.29 (including HS students)
	: Rs. 6,735.80 (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 facilities have been provided to the administrative branch.

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

27. Increase in the infrastructural facilities:-

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

- 01 attached Toilet has been constructed in the existing Girls' Common Room,
- 01 *smart* class room has been set up.
- 01 room constructed as Vice-Principal's room has been allotted to IQAC of the college after shifting the Vice-Principal's room to another room.

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 and minority 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 2013-14, the financial aid has been provided as detailed below:-

Aid	No. of students benefited	Amounts(Rs.)
Poor-Aid-Fund Scholarship	HS (Arts) Class : 22	26,595.00
	TDC (Arts) : 49	57,148.00
	TDC (Sc.) : 10	14,280.00
	OBC : 312	14,55,380.00

31. Activities and support from the Alumni Association:-

- Health check up for students and teachers.
- Plantation of seedlings in the college land
- Financial aid to poor students
- Books donated to the central library.

32. Activities and support from the Parents-Teachers Association:-

The Parents-Teachers Body has been constituted on 11.02.2012 but action plan prepared by the body is not materialized yet.

33. Health Services:-

During the year 2013-14, the college has carried out the following health-related programmes through its NSS unit:-

- Blood donation camp (in collaboration with Red Ribbon club & Assam State AIDS Control Society) on 01.10.2013
- Observance of AIDS day on 01.12.2013
- Polio Campaign on 04.12.2013
- Observed Environment Day on 05.06.2014

34. Performance in sports activities:-

The College has organized State level Night Volley Ball competition in the memory of the expired teachers of the college on 08.01.2014

35. Incentives to outstanding Sportspersons:-Nil

36. Student achievements and awards

07 NSS volunteers participated in winter Adventure Camp held from 16.01.2014 to 25.01.2014 sponsored by Ministry of Youth Affairs & Sports, Govt. of India and Atal Bihari Vajpayee Mounteneering Institute Manali, at Manali and Solan Valley(HP) and the team successfully completed Mounteneering and Rock Climbing, Ski-ing etc.

Rupanjali Nath (Best Singer 2013-14 of this College) secured 7th rank out of 10 in the state level Bihu Dance Competition organized by TV Channel DY365

The College Quiz team secured Best Team in the in the Inter College Quiz Competition organized by Assam Police on the occasion of Police Day.

Mr. Biswajit and Apurba obtained Bronze medal in the Inter College Boxing Competition organized by Gauhati University.

Sagarika Pathak, Best Dancer in the youth festival (held in Abhayapuri College) participated in “Nrittya Parba” a cultural programme organized by ‘Satria Kendra’,assam under ‘Sangeet Natak Academy’ of India is blessed with special training in Satriya Dance (Classical Dance) under Padmasree NityyaCharya Jatin Goswami.

NCC Cadets has won first prize in the Drill Competition of Independence Day Parade’ 2014 at Gandhi Maidan, Abhayapuri

Beside these achievements the NCC Cadets of Abhayapuri College Unit has successfully participated in different Camps and Events:

Name of Camp	Place	Duration/Date	No of Cadets Participated
Republic Day Parade	Gandhi Maidan Abhayapuri	26/01/2014	22

Army attachment camp	Rangia, Assam	05/02/2014 to 17/02/14	08
Annual Training camp	Gauripur, Assam	20/07/2014 to 30/07/14	16
Independence parade	Gandhi Maidan Abhayapuri	15/08/2014	22
Inter Group Sports Competition	Guwahati, Assam	20/08/2014 to 27/10/2014	01
All India Trekking Expedition	Belgum, Karnataka	15/10/2014 to 22/10/2014	03
Pre Republic Day Parade	Shillong, Meghalaya	28/10/2014 to 06/11/2014	03

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 2013-14, the unit has performed the following activities:

Campus Drive programme for placement in collaboration with NIIT Bongaigaon on 30/06/2014, through which 01 student got placement as Counselor.

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 2013-14 the Career Guidance Cell has undertaken a campus drive programme for placement in collaboration with NIIT, Bongaigaon on 30/06/2014, through which 01 student got placement as Counsellor. .

39. Development programmes for Non-teaching staff: - Nil

40. Good practices of the institution:-

The college has always looks for all-round 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 the students.

Further, the college celebrates Saraswati Puja, Fateha-E-Doaz Daham, Tithi of Srimanta Sankardeva etc. in order to inculcate the students the sense of moral obligation towards the society. 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 AQAR of the college for the year 2012-13, the following actions have been taken in 2013-14

- Admission of students in the First semester (Computer Science) has been done.
- Construction of attached toilet in the girls' common room has been completed.
- Vice-Principal's room has been shifted and the newly constructed room with attached toilet has been allotted to IQAC.
- Financial assistance to the poor-cum meritorious students has been extended.
- Various health-related programmes and community services including blood donation camp, AID awareness, disaster management, and other awareness programmes 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 in 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 Session (2014-15)

Opening of new courses:-

- B.Voc programme (Official formalities have already been done)
- Computer Science) in UG (Sc.) level to be enhanced with Major Course.
- Environmental Science

Infrastructure development:-

- Construction of New Digital RCC Class Rooms(Ground and First Floor)
- A Day- Care centre
- One additional Examination confidential Room
- Renovation of old buildings and Laboratories.
- Provision of computers to all the departments with internet connections.

Students Programme:-

- Remedial coaching for SC /ST / OBC / Minority students to be continued.
- More Financial assistance to poor cum meritorious students.
- Enhancement of activities of NSS, NCC, EEC.
- State Level Workshop on Modular Object oriented Dynamic Learning Environment (MOODLE) For Continuous Assessment and Student Centered Learning in Semester System.

Organizational Management:-

- More health-related programme & community Services
- National and International Seminar(applied for)
- To intensify the process of NAAC accreditation (Cycle 2)
- Enhancement of the activities of Alumni Association & Parent –Teacher Body
- The College has organized a day long work shop on College management



(Dr. S. Nath)
Principal,
Abhayapuri College