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 hopped, 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/o6/2013 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:

FDP	No. of teachers
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 PhD. / 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 Inflibnet 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:-

Item	Number	Value
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:

Aid	No. of students benefited		Amount(Rs.)
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 postering 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.

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(Dr. S. Nath)
Principal
Date: 01.12.2014   Abhayapuri College