

Annual Quality Assurance Report (AQAR) 2013-14

Submitted to
National Assessment and Accreditation Council
Bangalore



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

P.O: Abhayapuri

Dist. Bongaigaon

State: Assam

Pin: 783384

Web site: www.abhayapuricollege.org

Acknowledgement

It is a matter of great pleasure to me that Abhayapuri College has completed the Annual Quality Assurance Report of 2013-14 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 challenge 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.



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

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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