

Annual Quality Assurance Report (AQAR)

of

D. H. S. K. College, Dibrugarh

Assam – 786001



2008 – 2009

Prepared and Submitted by:

Internal Quality Assurance Cell (IQAC)

D. H. S. K. College, Dibrugarh

Assam – 786001

2008-2009

PART – A

(A) The Plan of Action Chalked out by the IQAC:

The IQAC of the College has prepared the following action plans in relation with the plans given in 2007 – 2008 Annual Quality Assurance Report.

- a) Inclusion of Statistics as Major subject in Arts and Science stream and Computer Science as core subject in science stream based on the permission obtained from the Dibrugarh University to open the same for undergraduate students from the coming academic session.
- b) Proposal to be given to the Dibrugarh University for obtaining permission to start B.C.A. as one of the subjects of undergraduate study.
- c) A separate room for Krishna Kanta Handique State Open University (KKHSOU) is to be allotted for its proper functioning to start B.P.P. and B.A. (Semester) from this academic session. Necessary initiative is to be taken to start P.G. in the subjects like Economics, Geography, Anthropology, Political Science and Sociology.
- d) Steps to be taken for the easy accessibility of internet through the introduction of Wi-Fi system.
- e) Initiative is to be taken for industry linkage, library automation and office upgradation. Alumni involvement to be solicited through the alumni association of the College.
- f) Faculty to be inspired for carrying out sponsored research projects and other related career development activities.
- g) Emphasis to be given for improvement of overall sports facilities.
- h) More need based self financing courses are to be introduced to generate self employment.
- i) Emphasis is to be given on community development programmes and extension activities.
- j) College canteen to cater specifically to the College community.

(B) The Outcome by the End of the Year:

By the end of the academic year, the College has reached the following outcome:

- a) Statistics major in Science and Arts stream and Computer Science as core subject in Science stream has been introduced in the College and students have enrolled in the subjects.
- b) Proposal has been sent to Dibrugarh University for obtaining permission to open B.C.A. as a subject in T. D. C. level.
- c) To attract the distance learners, College has started KKHSOU Centre for B.P.P. and B.A. (Semester) programmes co-ordinated by a senior faculty member of the College.
- d) Asian Partner of European Commission sponsored research project on River Basin Twining named as BRAHMATWIN carried by one of the faculty members of the department of Zoology has been completed and submitted to the concerned authority.
- e) One of the faculty members of the college has carried out and completed a minor research project sponsored by the All India Radio.
- f) The students of the College under the guidance of faculty have actively participated in different community development programmes through their compulsory field study included in Environmental Studies.
- g) Other than the normal community development and awareness activities of the College societies including NSS and NCC unit of the College, the department of Chemistry and Mathematics conducted the examinations on Chemistry Olympiad and Mathematics Olympiad.
- h) One teacher has been awarded with the M. Phil degree during this period.
- i) Apart from the regular session unit tests, mandatory seminars, GDs and interactive sessions with the learners a few faculty are involved in guiding scholars for Ph.D. and M. Phil programmes, Consultancy services. Many acted as resource persons for Distance Education, Refresher Courses, National Children Science Congress, Translation workshop, National Fishery Day and Matsya Mohotsav etc. throughout the academic year.

PART-B

1. Activities reflecting the goal and objective of the Institution:

For the enhancement of quality education, DHSK College on its part has been trying to bring the same through different measures like classroom teaching, tutorial and remedial classes, seminar, group discussions, laboratory works, project and field

works, quizzing, micro teaching etc. Student's progress is measured through class tests, assignments GD/seminar performance, annual examinations etc. Training on mock interview is a newish to this attempt. Teachers' proficiency and weaknesses are also taken into consideration with the help of self appraisal and feedback reports. It rectification is needed on teachers or students parts, authority takes every possible necessary steps with the help and advice of different committees and senior faculty members of the college. The College is strictly following its academic calendar. It has its own admission process and admission committees of the College look after the entire admission process.

Full support has been given by the college authority to the faculties who are engaged in popularizing their subjects as a part of their community services.

The most active cell of the College the Cell For Women's Studies and Development has organised various awareness programmes related to women's health and hygiene, legal rights, prevention of sexual harassment at workplace, counselling women, training SEWA *karmi*'s to help the aged and ailing, talks on diet for pregnant women, etc.

For providing a platform of career opportunities to the students of the college and in absence of the provision for in campus recruitment, the college held various career development and counselling programmes under the aegis of Information and Career Development Cell (ICGC).

Different societies of the college constituted by the faculty are engaged with their different educational and community development programmes in support of the NCC and NSS units of the college throughout the year. The members of students union are also actively involved in such programmes.

College allows the faculty to extend their expertise and services to G.Os and N.G.Os for their activities which are beneficial for the society. The College premises are occasionally lent out to different service providers in lieu of a nominal fee which goes to the college fund and enhances the financial resource of the college.

For judging and evaluating students' knowledge, the college emphasises on students' seminars and group discussions.

For its infrastructural development, the college has attempted to establish the industry linkage. In this connection the help of alumni has encouraged the authority.

Extension activities like consultancy services are carried out by many teachers of the College and a few are guiding the scholars for their Ph. D and M. Phil programmes.

The College is rendering services towards educational innovations and examination reforms of the university through its faculties as AZO's, examiners, head examiners, scrutinizers, paper setters, moderators, tabulators and member of BOS etc. Like the previous year, this year also the TDC exam Zone has been set up by DU in the college.

New books, journals and periodicals have been provided for the students and faculty in the College library. Students were benefited by the provision of reprographic facility in the central library. The reference section of the central library has been shifted to the newly constructed 'Buniyaad Building' to provide more space for reading.

2. New academic programmes initiated (UG and PG)

- a) The department of Statistics has initiated major in statistics for the students of both arts and science stream pursuing UG courses in the College.
- b) Computer Science as a core subject for UG level in science stream has been initiated.
- c) Proposal has been sent to the University for acquiring permission to introduce B.C.A. in the college.

3. Innovation in curricular design and transaction:

In spite of its dependence upon the University in this regard, the various departments of the College have chalked out a detailed teaching plan for each year including examinations, seminars and other academic activities to accelerate the pace of teaching-learning programmes. Internal Assessment marks are given to the 1st and 2nd year students of B.A. and B.Sc. on the basis of special unit tests, seminar assessment and viva-voce as per the curriculum fixed by the University from the academic session 2005-06.

4. Inter-disciplinary programmes started:

To make use of proper talents, the College holds inter-disciplinary seminars, talks, workshops etc. with the help of experts and other organisations to promote awareness of different relevant issues amongst the students of the College.

5. Examination reforms Implemented:

Regarding examination reforms, the college has its own system of unit tests, assignments and viva-voce for internal evaluation. The details of evaluation norms as laid down by Dibrugarh University, university's regulations for various examinations, number of papers, marks allotted to each paper and such other information are communicated to the students. After the declaration of the results of the university

examination, the department concerned closely scrutinizes the results of the students and provides necessary counselling for better results in future. The College also takes measures to inform the guardians of the students regarding the performances of their ward for a necessary action on their part.

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

7. Initiative towards faculty development programme:

Because of the initiatives of the college during the academic year, the teachers of different departments have attended ten RCs, one OC, three National workshops, eight national seminars, one international workshop, and one nation conference. Seventeen research papers in national seminars have been presented by the faculty members of different departments. Seven papers are published in the form of seminar proceedings and two are published in the research journals. One faculty member receive M. Phil degree. Total numbers of ongoing and near completion minor and major research projects during the report period are five.

8. Total number of seminars/ workshops conducted: -----

9. Research Project:

- a) Asian Partner of European Commission sponsored project on River Basin Twinning named as BRAHMATWIN .
- b) DST sponsored major research project amounting Rs. 9, 91,000/- entitled “Survey of Certain Biological Parameters of Two Wet Lands of Dibrugarh District”.
- c) UGC sponsored minor research project amounting Rs. 65,000/- entitled “Study of Correlation between Ichthyo-avian Species Diversity and their Impact on Wetland Environment: NE Region of India.
- d) UGC sponsored minor research project amounting Rs. 45,000/- carried out by one of the faculty member of the Department of Mathematics.
- e) UGC sponsored minor research project amounting Rs. 90,000/- carried out by a faculty member of the Department of Mathematics.

10. Patent Generation if any: No

11. New Collaborative research programmes: No

12. Research grants received from various agencies: four numbers.

13. Details of Research Scholars:

- i) Binud Ch. Bora (Political Science)
- ii) L. Dounge (Political Science)
- iii) Mridul Sarma (Assamese)
- iv) N. Ahmed (Statistics)

- v) Dinalisa Bora (Botany)
- vi) Rajib Lochan Borah (Botany)

(All these teachers are continuing with their research work without availing fellowship from the UGC and other funding agencies and study leave from the college).

14. Citation Index of the faculty member and Impact factor: none

15. Honours/Awards to the faculty:

One faculty member from the department of Zoology has been awarded with M.Phil degree.

16. Internal Resource generated:

Through the self financing certificate course on Spoken English.

17. Details of departments getting SAP, COSIST/DST.FIST etc. Assistance/reorganisation:

DST assistance for renovation of teaching laboratory in the science departments and computer laboratory

18. Community Services:

As a part of its extension activities, the College and different organisations of the College rendered services to the local community through the programmes like blood donation, birth registration, tree plantation, sensitisation programme on pure drinking water, AIDS awareness, health awareness, soil and forest conservation, disaster management, literacy campaign, women's health and hygiene, legal rights of women, environmental awareness, personality development, entrepreneurship etc. Lecture series on popularisation of mathematics in different schools of the district, bringing peace among the adivasi militants of Assam, awareness of wildlife conservation, consumer awareness are some of the group or individual activities of faculties of the College.

19. Teachers and officers newly recruited:

One teacher each in the department of Political Science, Chemistry and English; Four laboratory bearers.

20. Teaching- nonteaching staff ratio: 2.89:1 (i.e., Teaching 78 and Non teaching 27)

21. Improvements in the library service: Re-catalogued the books and journals with computerized record.

22. New books/journals subscribed and their value: 1100 numbers amounting to Rs. 2, 71, 745/-

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

UG courses: student's assessment and feedback are taken through entry and exit questionnaire and necessary action is taken on the basis of their feedback.

24. Unit cost of education: 22,369/- (37,109,575 / 1659)

25. Computerization of administration and the process of admission and examination results issue of certificate: Proposal has been submitted to the higher authority (i.e. Governing Body) of the College.

26. Increase in the infra structural facilities:

Proposal has been submitted to the higher authority (Governing Body) to renovate the office building with computer facility.

27. Technology upgradation: Proposal has been submitted to Governing Body.

28. Computer and internet access and training to teachers and students:

Through the certificate course of 3 months duration overwhelming response has been found from teachers and students.

29. Financial aid to students:

- a) Exemption of annual tuition fee to the students who take Sanskrit as one of the subjects.
- b) Exemption of annual tuition fee for the students securing highest marks in the final examination in their respective subjects.
- c) Exemption of major enrolment fee to the economically backward meritorious students in some of the departments.

30. Activities and support from the Alumni association:

Active representation of the association is always found in the developmental activities of the College.

31. Activities and support from the parent-teacher association: Through the guardian representative in the college GB.

32. Health services:

In association with the faculty of AMC Dibrugarh and ICMR Lahoal, various health camps has been organised by the College.

33. Performance in sports activities:

Outstanding performance of the College students is observed in the Dibrugarh University Inter College Meet.

34. Incentives to outstanding sports persons:

Proposal has been given to the Governing Body to give incentive to the College student(s) representing state level sports.

35. Student achievements and awards: Students achievements in the form of their performance of final year University Examination is summarised below:

Category of Degree	Total students appeared	Total students passed	Pass percentage	1 st Class with distinction	1 st Class without distinction
B.Sc.	115	106	92.17%	42	06
B.A.	161	124	77.01%	03	05

*: Mr. Jugen Dutta with Major in Mathematics was declared as the best graduate amongst B.A. candidates of the University.

36. Activities of the Guidance and Counselling Unit:

- a) Subsidised coaching to students appearing in competitive exams like Banks, Indian Railway, SSB, Treasure, LIC etc.
- b) Provides faculty as resource persons for counselling services to various public and private sector organisations.
- c) Collaborates with district administration Air Force, NIIT, Frank Finn Aviation & Management Training Institute and NGOs for conducting training programmes.
- d) Provides career related books from its own library beneficial for the students community.
- e) Gives career guidance to the students.

37. Placement Services provided to students: No campus placement service.

38. Development programme for non-teaching staff:

The staffs are involved activity in the computer training programme which mandatory for them.

39. Healthy practices of the institution:

- a) Regular session unit test
- b) Mandatory seminars/group discussion.
- c) Mock interviews.
- d) Self appraisal questionnaires, students' feedback.
- e) DMC's overall monitoring of the departments.
- f) Academic calendar of the College.
- g) Monthly progress report as per the workload of the faculty and office staff.

- h) Computer exams for and with corporate sectors like Banks, Indian Railways, SSB, LIC etc.
- i) Providing faculty as resource persons for counselling services to various public and private sector organizations.
- j) Proposal submitted to corporate sector like ONGC, OIL, AOD, ABITA etc seeking infrastructural support.
- k) Consulting services.

40. Linkage developed with National/ International, academic/Research bodies:

- a) UK Royal Society
- b) Asian Partner of European Commission.
- c) Indian Science Congress.
- d) International Society for Probability and Statistics.

41. Any other relevant information the institution wishes to add: None

PART-C

Details of the plan of the institution for the next year:

Giving emphasis on the value based education; in the forthcoming secession 2009-2010, the College is planning to act as follows:

- a) To hold more seminars/workshops/conferences/symposia etc.
- b) Computerisation of office as well as the central library and renovation of main office building.
- c) To invite other institutions to open their branch at the college under distance mode of education for both UG and PG courses. Already existing KKHSOU to introduce M.A. in Sociology and Political Science in the college centre under semester mode of distance education.
- d) To take necessary steps for the development of College playground and gym hall.
- e) Use of modern teaching aid.
- f) Educational excursion for students to be organized annually.
- g) Industry linkage for infrastructural development.
- h) To provide subsidised coaching to students appearing in competitive exam for Banks, Indian Railway, SSB, Treasury, LIC etc.
- i) Faculty to be encouraged to apply for Minor and Major Research Projects.

- j) Proper utilization of newly constructed Assam Govt-sponsored 'Buniyaad Building'.
- k) To introduce Wi-Fi system in the College.
- l) To introduce B.C.A. if permission is obtained from the University.
- m) To renovate College Girls' Hostel with better facilities.
- n) College Canteen to be made available solely for the College community with quality food at subsidised rate.

Sd/-

(Dr. D.P. Rajkhowa)
Coordinator, IQAC
DHSK College
Dibrugarh
Assam

Sd/-

(Dr. J.K. Mahanta)
Principal, DHSK College
Chairman, IQAC
DHSK College
Dibrugarh, Assam