

Annual Quality Assurance Report (AQAR)

of

D. H. S. K. College, Dibrugarh

Assam – 786001



2007 – 2008

Prepared and Submitted by:

Internal Quality Assurance Cell (IQAC)
D. H. S. K. College, Dibrugarh
Assam – 786001

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PART – A

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

The IQAC of the College has prepared the following action plans :

- a) Emphasis is to be given for holding seminars/workshops etc. The departments would organise student seminars and group discussion.
- b) Computerization of the College library and office.
- c) Necessary steps taken for opening separate corner at College library on behalf of Cell for Women's Studies and Development.
- d) To invite educational institutions to open their branches in the College under distance mode of education for UG and PG curriculum.
- e) To take up research projects with the sponsorship of different funding agencies.
- f) To take necessary action for the proper utilization of newly constructed Assam Govt. Sponsored Buniyad building.
- g) To persuade the local MLA and the President of the College Governing Body as well to do the needful on his part to make a conference hall for the College from the MLA fund.
- h) Development of College play ground and introduction of modern teaching aid in the classes.
- i) To approach the industries like OIL, ABITA, and BCPL etc for grants for infrastructural development of the College.
- j) IQAC has chalked out the plan for offering/subsidised coaching to students for appearing in competitive exams in different govt. and semi govt. organisations through Career Guidance Cell.
- k) To start major in Statistics and Computer Science as a core subject.
- l) To take up community development programmes.

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

By the end of the academic year and based on the plan of the action prepared by the IQAC, the College has achieved the following :

- a) UGC sponsored national seminar on "Understanding of flood hazards in geo-environmental and economic perspective" organised by department of Geography.

- b) Two short term certificate courses on Computer Literacy for teaching and office staff have been completed.
- c) Proposal has been sent to Dibrugarh University for permission to open the major course in Statistics and Computer Science as a core subject in the TDC.
- d) A separate corner for the Cell for Women's Studies and Development has been allotted in the central library.
- e) Reference section of the central library has been shifted to the newly constructed "Buniyad Building".
- f) Construction of conference hall with aid from MLA fund is on progress.
- g) "Gaowoloi Jaon Bolok" is a programme conducted by ACTA unit of the College for village people as a part of its community development programme.
- h) Awareness and community development programmes were organised and conducted by different societies of the College like SOFEC, PILGRIMAGE, Bezbarooah Chora, Political Science Study Circle etc. NSS and NCC unit of the College were also involved in the programmes like blood donation camp, camp for students health check up, J. R. Basu memorial lectures etc.
- i) The Purple Book which emphasises on different issues and problems of women with remedial aspects is an outcome of the active 'Cell for Women's Study and Development' of the College.
- j) Two faculty members were awarded with Ph.D. degree during the report period and three are pursuing for the same.
- k) Apart from the regular session unit tests, mandatory seminars, GDs and interactive sessions with the learners a few faculties are involved in guiding scholars for Ph D and MPhil programmes & extendiy Consultancy services. Many act as resource persons for Distance Education, Refresher Courses, National Children Science Congress, Translation workshop, National Fishery Day and Matsya Mohotsav etc.

PART-B

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

For the enhancement of quality education, DHSK College, 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. Teachers'

proficiency and weaknesses are also taken into consideration with the help of self appraisal and feedback reports. The College strictly follows 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” have organised various awareness programmes related to women’s health and hygiene, legal rights, prevention of sexual harassment at workplace, counselling women ,training SEWA karmi 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 banner of Information and Career Guidance Cell (ICGC).

Different societies of the College constituted by the faculties are engaged with different educational and community development programmes with the support of NCC and NSS. The members of students union are also actively involved in such type of programmes.

The faculties are involved with G.Os and N.G.Os for their activities which are observed to be beneficial for our student’s community. The college outsource the financial benefit from different service providers only allowing them to use the college premises for some of their activities with a nominal fee which goes to the college fund.

For judging and evaluating student’s knowledge, the college emphasised on student’s seminar, group discussion and viva voce test.

For its infrastructural development, the College has tried to establish the industry linkage. In this connection, help of alumni too was encouraged by the authority.

One DST sponsored major research project amounting Rs. 9,91000/- and one UGC sponsored minor research project amounting Rs. 45,000/- has been carried out by two members of the faculty being the Principal investigator as a part of their FDP.

Extension activities 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 service towards educational innovations and examination reforms of the University through its faculties as Assistant Zonal Officers, examiners,

head examiners, scrutinizers, paper setters, moderators, tabulators, member of BOS etc. Like the previous year, this year also the TDC Examination Zone has been set up by Dibrugarh University in the College.

New book, journals and periodicals has been provided for the students and faculties in the College library. Reprographic facility in the central library as available for students.

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

Proposal has been sent to the Dibrugarh University to introduce major course in Statistics (both in Arts and Science) and Computer Science as a core subject (in Science).

3. Innovation in curricular design and transaction:

In spite of its dependence upon the University in this aspect, 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 test as per the curriculum fixed by the University from the academic session 2005-06.

4. Inter-disciplinary programmes started:

Apart from holding inter-disciplinary seminars, group discussions, talks, workshops etc., the various organisations of the College are also trying to create a congenial atmosphere to perorate awareness of the College.

5. Examination reforms Implemented:

Other than the steps taken by the University for Examination Reforms, the College has introduced the system of unit test examination and viva-voce test 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 make close scrutiny of the results of the students and provide the necessary counselling for better results in future. The College also takes the measure of

informing 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.:

a. Ms. Hiramoni Lalung (NET) – Philosophy

7. Initiative towards faculty development programme:

In this respect, the College constantly encourages the faculty to take up as a result of which three sponsored projects are going on, two numbers of RCs, two numbers of OCs, two numbers of international conferences, one number of international workshop, 11 numbers of workshops, symposium and national seminars, one regional seminar has been attended by the faculties with 19 paper presentations; Some of the teachers are also appointed as resource persons, master trainer, quiz master, co-chairperson, President, Vice-President in different educational and cultural organisations; diploma holder in petroleum technology, P.G.D.C.A, B.Ed., LLB teachers are also there amongst the faculty members; three are giving guidance as supervisor to their students who registered themselves at different Universities for Ph. D. and M. Phil programme. Three faculties have publications in research journal and proceedings.

8. Total number of seminars/ workshops conducted:

Department of English organised an “Interactive Cultural Programme with Students and Teachers” as an effort to search for the talent.

9. Research Project:

- a) “UK Royal Society Incoming Short Visit Fellowship” for a period of four months is being offered to one of the teacher who carried out a project on the “River Dolphin of the Brahmaputra” at the University of Sterling, Scotland.
- b) A faculty of the department of Zoology undertake the project on river basin training named as BRAHMATWIN sponsored by Asian Partner of European Commission.

10. Patent Generation if any: No

11. New Collaborative research programmes: No

12. Research grants received from various agencies: One for carrying major research project amounting Rs. 9, 91,000/- from DST.

13. Details of Research Scholars:

- i) Binud Ch. Bora (Political Science)
- ii) Lamkholal DOUNGEL (Political Science)

- iii) Mridul Sarma (Assamese)
- iv) Jyoti Prasad Phukan (Physics) has already submitted Ph.D. thesis.
- v) Nazimuddin Ahmed (Statistics)
- vi) Rajib Lochan Bora (Botany)
- vii) Dinalisa Bora (Botany).

(All these teachers are containing their research works without availing fellowship from the UGC and other funding agencies and study leave).

14. Citation Index of the faculty member and Impact factor: Nil

15. Honours/Awards to the faculty: None

16. Internal Resource generated:

- Through - the self financing certificate courses on Spoken English
- the permission given to the service providers, G.O.s, N.G.O.s to use the College premises.

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

Proposal has been sent to DST to renovate teaching science and Computer laboratory.

18. Community Services:

“Gawoloi Jao Bolok” organised and conducted by ACTA unit of the College. Other than this, different organisations of the College organised the programmes on consumer awareness, attitudinal development, anchorship as an alternate career, blood donation, environmental conservation etc.

19. Teachers and office newly recruited:

Two teachers in the department of Anthropology, two in Philosophy, two in English, one each in the department of Physics, Chemistry, Assamese and Statistics.

20. Teaching- nonteaching staff ratio: 3.24:1 (i.e., Teaching 81 and Non teaching 25)

21. Improvements in the library service: Computer digitalisation

22. New books/journals subscribed and their value: 548 numbers amounting Rs. 1, 28, 844/-

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

Being the part of UG courses, student’s assessment and feedback are taken through entry and exit questionnaire and present action is taken on the basis of their feedback.

24. Unit cost of education: $346137622.77 \div 1567 = 22089$

25. **Computerization of administration and the process of admission and examination results issue of certificate:**

College is planning to computerise the entire process based on the proposal given to Governing Body.

26. **Increase in the infra structural facilities:**

- a) Reference section of the central library has been shifted to the newly constructed Assam Govt. Aided “Buniyad Building”.
- b) Construction of the conference hall made of MLA fund is going on and supposed to be completed in the latter half of the next year.

27. **Technology up gradation:** On process.

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 subject.
- 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:**

Representations of the association are actively involved in all round developmental activities of the College.

31. **Activities and support from the parent-teacher association:** Does not arise.

32. **Health services:**

In association with the faculties 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.	104	93	89.42%	24	12
B.A.	152	108	71.05%	04	02

36. Activities of the Guidance and Counselling Unit:

- a) Subsidised coaching to students appearing in competitive examinations 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 Institution and NGOs for conducting training programmes.
- d) Provides career related books from its library beneficial for the students community.
- e) Guidance to the students so far their career opportunity is concerned.

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

38. Development programme for non-teaching staff:

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

39. Healthy practices of the institution:

- a) Hosting competitive examinations for and with the corporate sectors.
- b) Offering subsidised coaching to students appearing in competitive exams for Banks, Indian Railways, SSB, Treasury, LIC etc.
- c) Providing faculty as resource persons for counselling and consultancy services to various public and private sector organisations.
- d) Submitting proposals to a number of originations seeking sponsorship to publish and hold academic activities like seminars, workshops and disseminating the information in terms of published proceedings books, research journal and magazines.
- e) Involving the IQAC of the College to collaborate with district administration and NGO's for conducting training programmes.
- f) Involving NGOs, industries and other intuitions both corporate as well as public sectors, through the centre for Women Studies and Development by organising workshops and awareness programmes.

- g) Submitting proposals to corporate sectors like ONGC, OIL, AOD, ABITA etc. seeking infrastructural support.
 - h) Involving faculties in all sorts of academic affairs set by Dibrugarh University.
 - i) Working with specific mission and goals through different organisations of the College.
 - j) Assessing student's performance through regular session unit test, compulsory seminars, group discussions, microteaching; teacher's performance through self appraisal questionnaires, student's feedback on teachers and course contents through student's feedback on course.
 - k) Through the steps towards digitisation of central library and College office.
 - l) Emphasis on value based education and students- teacher relationship through the collaborative works with students.
40. **Linkage developed with National/ International, academic/Research bodies:**
- a) UK Royal Society
 - b) Asian Partner of European Commission.
41. **Any other relevant information the institution wishes to add:** Does not arise.

PART-C

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

The DHSK College has tried its level best to continue the plans and visions for the well being and upliftment of the student's community and College as a whole. In this process, with the old ones, the College has prepared some new plans as mentioned below.

1. Introducing Statistics as a major subject in TDC and Computer Science as a core subject from the forthcoming session.
2. Initiation for opening B.C.A. shortly in the College.
3. To open some distance mode courses through KKHSOU.
4. Master Degrees in some selected subjects (especially recommended by NAAC Peer Team during its visit in 2002-03).
5. Internet for all in the College premises.
6. Some new self financing employment generated short term courses based on importance and preference.
7. Sponsored workshops/ seminars/ symposium etc.

8. Common sports and cultural activities to create a good atmosphere between students and teachers relationship.
9. Industry linkage.
10. Alumni involvement.
11. Library automation and office up gradation.
12. Faculty involvement related to CDPs.
13. Improvement of sports facilities.

Sd/-

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