

**HABRAGHAT MAHAVIDYALAYA, KRISHNAI**  
**DIST-GOALPARA, ASSAM- 783124**  
[www.habraghatcollege.in](http://www.habraghatcollege.in)



***ANNUAL QUALITY ASSURANCE REPORT (AQAR)***  
***2011-2012***  
***Submitted to***  
***National Assessment & Accreditation Council (NAAC), Bangalore***

**Annexure and documents**

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## ANNUAL QUALITY ASSURANCE REPORT – 2011-2012

### Part- A

#### Plan of Action chalked out by IQAC for 2011-2012

The college with a view to ensuring quality enhancement in the teaching- learning process has chalked out the following plan of action for the session 2011-2012

- i) To construct Auditorium.
- ii) Construction of Boundary Wall.
- iii) Construction of Women Hostel.
- iv) To renovate and extend the class rooms.
- v) Construction of Boundary Wall.
- vi) To ensure computer literacy to teachers.
- vii) To organize departmental seminars/workshops.
- viii) To conduct remedial classes for slow learners.
- ix) To install internet facility in the college campus.
- x) To ensure regular power supply.
- xi) To make the feed back on teachers more effective.
- xii) To purchase furniture.
- xiii) Extension of college building.
- xiv) To send proposal to the UGC for development grants.
- xv) To extend community services through NSS and Extension Education Centre.
- xvi) To add new collections to the central library.
- xvii) To construct separate spacious departmental office rooms.
- xviii) To purchase LCD projectors, White Board, Smart Board etc to facilitate the use of ICT in the class room.
- xix) To undertake plantation programme on the World Environment Day every year and to encourage the students to plant one sapling to mark the day and contribute to the protection of our environment.

## Part- B

### **1. Activities reflecting the goals and objectives of the college.**

The college organized some programmes keeping in view the goals and objectives of the college as follows:

- i) Organization of Orientation Programme for freshers on “ Maintenance of Discipline in the College Campus” organized by IQAC, Habraghat Mahavidyalaya.
- ii) A class room seminar on “ Assamese Romantic Poems” organized by the department of MIL(Assamese).
- iii) Workshop on “ Shakespearean Drama” organized by the Department of English.
- iv) A class room seminar on “Child care and maternal health” organized by the department of Education.
- v) Workshop on “Prospects of banana cultivation” organized by Counselling and Career Guidance Cell.
- vi) Friendly Volley Ball match among the students of the college.
- vii) Workshop on “Application of mathematics in day – to – day life” organized by three department of Mathematics.
- viii) A class room seminar on “Rabha- Garo ethnic violence and communal harmony” conducted by the department of History.
- ix) Workshop on “Origin and development of Arabic language” organized by the department of Arabic.
- x) Observation of NSS Day on 24<sup>th</sup> September,2011 under the aegis of NSS of the college.
- xi) A special lecture on economic reforms and its impact on the economy of Assam” organized by the department of Economics.
- xii) Workshop on “ Role of Panchayat and participation of the People” organized by the department of Political Science.

### **2. New academic programme initiated ( UG and PG )**

UG - Nil

PG - Nil

### **3. Innovation in curricular design and transaction.**

The college is affiliated to Gauhati University and follows the curricula framed and designed by the university. The college takes initiatives like holding of symposium classes and

holding of seminar and quiz competitions among the students of the college for successful and effective transaction of the curricula.

#### **4. Inter-disciplinary programmes started**

The college has not initiated any inter-disciplinary programme of its own but there is inter-disciplinary subject ( Environmental Studies) in UG as well as In +2 stage initiated by Gauhati University and Assam Higher Secondary Education Council respectively.

#### **5. Examination Reforms**

The college has limited access to make any reforms to the external examination which are conducted by the university. But the college has its internal system of evaluation through sessional tests and unit tests conducted by the respective department as per time- table notified earlier.

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

NET --- Nil

SLET --- Nil

GATE --- Nil

#### **7. Initiative towards Faculty Development Programme**

The teachers are allowed to participate in the need based Orientation Programme and Refresher Course organized by the Academic Staff Colleges of various Universities. They are also encouraged to participate in the Seminars/ Workshops/ Conferences for the development of the faculties of the college.

#### **8. Total number of seminars/workshops conducted**

Seminar = 03

Workshop = 05

#### **9. Research projects a) Ongoing b) Completed**

a) Ongoing - Nil

b) Completed - Nil

#### **10. Patents generated if any - Nil**

**11. New collaborative research programme - Nil**

**12. Research grants received from various agencies - Nil**

**13. Details of research scholars - Nil**

**14. Citation index of faculty members -- Nil**

**15. Honours/Awards to the faculty members - Nil**

**16. Internal resources generated -**

There has been a garden of *Teak Plants* in the college campus having almost 800 nos. of the valuable trees covering almost 3.5 acres of land as a means of internal resource generation . Besides, internal resource is generated through Students' tuition fee every year. The internal resource generated during 2011-2012 through tuition fee is Rs. 624000/-

**17. Details of departments getting assistance from SAP/COSSIST/ASSIST/DST/FIST and other programmes :** Nil

**18. Community services –**

Community services are done through the NSS Unit and Extension Education centre under the umbrella of IQAC of the college. The programmes undertaken during 2011-2012 are furnished below :

**Programme conducted by NSS Unit**

- i) Awareness Campaign on the Dangers of Child Marriage.
- ii) Environment Awareness Programme.
- iii) Awareness Campaign on Drinking Water.
- iv) Awareness Campaign on the use of Organic Products.

**Programmes Conducted by Extension Education Centre**

- i) Witch Hunting and Violation of Human Rights.
- ii) Workshop on Women Empowerment.
- iii) Awareness Campaign on abuses of Drugs.
- iv) Awareness Campaign on Prospects of fishery in the locality of Krishnai.

**19. Teachers and officers newly recruited ----- Nil.**

**20. Teaching- Non-teaching staff ratio --- 21:4 = 5:1**

## **21. Improvements in the library services**

Library being the heart of the institution and a source of knowledge and learning importance is given to ensure maximum services to the students and teachers. Provisions are being made to accommodate reading room facilities to both students and teachers separately. Total 908 new collections have been added during 2011-2012 academic session.

## **22. New books/journals subscribed and their value**

Total number of books	= 908	Cost	= Rs. 1,36,200/-
Journals/ Periodicals	= 1	Cost	= Rs.30 x 12 = Rs. 360/-
Newspapers	= Nil	Cost	= Nil

## **23. Courses in which students assessment of teachers is introduced and the action taken on students' feedback.**

There has been a mechanism of students' feedback on teachers on all the subjects taught in the college monitored by Internal Quality Assurance Cell. The teachers concerned are intimated the results of the feed back to better their performance in future.

## **24. Feedback from stakeholders**

No feedback is taken from stakeholders during 2011-2012.

## **25. Unit Cost of Education**

- i) Including salary component : i) with H.S. & UG Rs. 21380/-  
ii) with UG Rs. 31221/-
- ii) Excluding salary component : i) with H.S. & UG Rs. 3860/-  
ii) with UG Rs. 4941/-

## **26. Computerisation of administration and the process of admissions and examination results, issue of certificates.**

The college is not in a position to make use of computers in the process of administration, admission, examination results etc due to lack of computers and computer users among the teaching and non-teaching staff. However, attempts have been made to purchase at least 3 (three) computer sets for use of the administration.

## **27. Increase in the infrastructural facilities**

The infra-structural facilities increased during 2011-2012 are as follows:

- i) Construction of Separate Office Room for the departments of MIL (Assamese), English, Economics, Education and Political Science.
- ii) A Power Generator has been purchased to power back up.
- iii) 20 Nos. of Desktops Computers have been purchased.
- iv) Internet Connection is made in the office of the Principal li/c with BSNL WLL dial-up device.

**28. Technology upgradation** - Total 20 nos. of desktop computers have been purchased as a means of technology upgradation.

## **29. Computer and internet access and training to teachers, non-teaching staff and students.**

Atleast 20% of the teaching & non-teaching staff have access to computer and internet facilities.

## **30. Financial aids to students.**

With a view to encouraging the meritorious students who have acquired excellence in the H.S. (+2) & B.A. final examinations conducted by AHSEC & G.U. the college has introduced the following awards in cash w.e.f. 2010 :

- i) Awards of Rs. 5000/- each to the students securing 1<sup>st</sup> Class in B.A. final examination.
- ii) Awards of Rs. 4000/- each to the students securing 80% marks in the H.S. final examination.
- iii) Awards of Rs. 3000/- each to the students securing 75% marks in the H.S. final examination.

**31. Activities and supports from the Alumni Association :** Nil

**32. Activities and supports from the Parent-teacher Association:** Nil

## **33. Health Services**

The college has provisions for First aids services to the students as and when necessary. Besides, one medical camp for general health check up was organized with the help of Krishnai Mini State Dispensary.

**34. Performance in sports activities - Nil**

**35. Incentives to outstanding sports person – Nil.**

**36. Students' achievements and awards - Nil**

**37. Activities of the Guidance and Counselling Unit**

The college has a Counselling and Career Guidance Cell to help the students in providing necessary informations and guidance leading to their promising future. Besides, the Unit conducts some programmes in respect of community development from time to time.

**38. Placement services provided to students**

The college has no placement cell but necessary information on job opportunity and job vacancy are provided to the students through the Counselling and Career Guidance Cell during the academic session.

**39. Development Programme for Non-Teaching Staff**

To enhance the proficiency of the non-teaching staff special training is arranged from time to time.

**40. Good Practices of the Institution**

- i) Administration is run according to set rules & regulation
- ii) Admission is done according to merit
- iii) Appointment of teachers and any other staff is done following due procedure.
- iv) Sessional Tests and Unit Tests are taken for continuous and comprehensive evaluation.
- v) All the important informations are given to the students in advance through the College Prospectus.
- vi) The college has different sub-committees to conduct the various programmes relating to quality education and quality enhancement as well as all round development of the students.
- vii) Value based education is imparted through NSS and Extension Education Cell.
- viii) All round development of the students through co-curricular activities like sports competitions and organization of quiz, debate and symposium etc.
- ix) Seminars , workshops and field trips are conducted by different departments from time to time.
- x) Feed back from students on teachers is taken.
- xi) Community services rendered through the study centre of KKHSOU.

**41. Linkages developed with national /International, Academic/Research Bodies -- Nil**

**42. Any other relevant information the institution wishes to add - Nil**

## Part- C

### **Outcomes achieved at the end of the year**

Among the plan of actions chalked out in the beginning of the year the college managed to complete only the following:

- i) Five nos. of departmental office rooms have been constructed.
- ii) A power generator has been purchased to facilitate power back up.
- iii) 20 nos. of desktop computers have been purchased for technology upgradation.
- iv) Departmental seminars and workshops organized.
- v) Remedial classes conducted.
- vi) Community services have been extended through NSS and Extension Education Unit.
- vii) Community services rendered through the study centre of KKHSOU.
- viii) New collections have been added to the central library.
- ix) Debate & quiz competitions held.
- x) Proposals for UGC grants have been sent for construction of Women Hostel-2, and other infrastructure facilities like laboratory, teaching aids, computers, CCTV, laboratory equipments, drinking water facility etc.

## **Part- D**

### **Plans of the college for the next year ( 2012-2013 )**

The action plans chalked out for the year 2012-2013 includes the plans not implemented in the previous year as well as the plans added a new for implementation in 2012-2013.

1. Construction of auditorium.
2. Construction of Boundary Wall.
3. Construction of Women Hostel.
4. To install Broadband internet facility in the central library.
5. To ensure computer literacy to the teachers.
6. To renovate and extend class rooms.
7. Extension of college building.
8. To make the feedback on teachers more effective.
9. Community services to be done through the NSS and Counselling and Career Guidance cell on regular basis.
10. Seminars /workshops/quiz competitions/debates etc are to be organized regularly.
11. Personality Development Programmes to be conducted.
12. To add new collections to the central library.



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