

ANNUAL QUALITY ASSURANCE REPORT

OF

INTERNAL QUALITY ASSURANCE CELL



FOR THE YEAR 2007-08

Report prepared by:

**Sankardeva Mahavidyalaya
P.O: Pathalipahar,
Dist: Lakhimpur
Assam**

Annual Quality Assurance Report (AQAR) of the IQAC

Name of the Institution:

Year of Report: 2007-08

*Sankardeva Mahavidyalaya
P.O.- Pthalipahar
Dist: Lakhimpur, Assam
PIN-784163*

College Background:

Sankardeva Mahavidyalaya was established at Pthalipahar in the year 1982 by the efforts of local inhabitants who felt the urgency of an institute of higher education in the locality. Pthalipahar, a rural tribal sub-plan area, is located at the border of Assam and Arunachal Pradesh as a centre of integration. In spite of utter backwardness of the area and poverty of its people, this college has been striving towards an advancement and progress in all directions since its inception. This is a single faculty i.e. Arts College imparting higher education in nine subjects of Social Science and Humanities to the poor and needy students for whom higher education is a dream and beyond reach. We have already done a lot by the assistance of UGC and other sources.

The college in its endeavour towards better academic environment has a UGC Network Resource Centre and Computer Centre conducting two certificate courses viz. of three months and one year respectively. We have built a well furnished library and procured a good number of books. We have two vocational courses- one in

Functional English (Sanctioned by UGC) and the other in Computer Application.

The college has an “Information and Career Guidance Cell” (ICGC) to provide information to the students about different courses, admission procedures and supply formats and advertisement of jobs in various sectors. The college has established separate centre for specialized study, research and development of folk-art, oral-tradition, culture and preservation of age-old religious scriptures. These two centre are Sankardeva Study and Research Centre and Tribal Development Centre.

The college has a band of young, energetic and enthusiastic teachers who are actively participative in both academic and community oriented activities. That is why we have already organized National Seminar and number of National environmental awareness campaigns, AIDS awareness campaigns, Medical camps etc. the college is a member of Sydney based International NGO “Clean-up the World”. The college had applied voluntarily to NAAC for Assessment and Accreditation. The NAAC Peer team visited the college and made through supervision on the basis of SSR prepared by the college. After being satisfied, the NAAC awarded “B” Grade to us, which is another milestone in the history of this rural college with limited resources.

Part A:

Action plan chalked out by the Internal Quality Assurance Cell of Sankardeva Mahavidyalaya for the proper implementation in session 2007-08, which was intimated to National Assessment and Accreditation Council (NAAC) earlier is stated below:

New initiatives for the session 2007-08:

- i. Organization of Academic lectures.
- ii. Computerization of Central Library.
- iii. Organization of Debating & Extempore speech competition.
- iv. Discussion on learning of English language.
- v. Publication of Wall magazine Department wise.
- vi. Publication of Souvenir.
- vii. Publication of College magazine.
- viii. Micro-teaching.
- ix. Class observation.
- x. Field Study.
- xi. Invitation to renowned academician for the closing ceremony of College Silver Jubilee.

The target which we have achieved so far is mentioned below;

- i. On the eve of the celebration of College Silver Jubilee Ceremony the College proposed to launch a series of Academic Lectures in association with the Committee for Late B.K. Saikia Memorial Lecture. The Internal Quality Assurance Cell of the College in association with the Committee for the Late B.K. Saikia Memorial Lecture organized a one day lecture programme on 12th December'07 in the College premises under the President-ship of Mr. M. Borah, Principal of Sankardeva Mahavidyalaya, which was inaugurated by Mr. B.K. Dutta, Co-ordinator IQAC of the College. Mr. Siva Sarma, a re-known academician and retired Principal of Madhabdev College, Narayanpur, participated as Resource Person on the topic "Popularization of Higher Education in rural areas". Almost 500 students and 150 teachers and general public took part in the discussion.
- ii. The process of computerization of Central Library of the College is done with CDS/ISS Software. Almost 80% of works has been done so far. In the month of March 24th to 28th '2008, information and Library Network Centre (INFLIBNET) Ahmedabad organized a workshop on "Library Automation of College Libraries in North-eastern Region" & it provided a

“SOUL” Package to the Librarian of our College. The package is installed and computerization is in progress. The necessary arrangement for installation of computer and server is made.

- iii.* A two-day competition on Debating and Extempore-speech was organized on 21st and 22nd Jan’08 respectively by the Students’ Union Body in association with IQAC of Sankardeva Mahavidyalaya. The debating competition was held on 21st Jan’08 and inaugurated by Dr. Dilip Hazarika, the debating in-charge of Sankardeva Mahavidyalaya. The topic of the competition was “Relevancy of Regional parties in Indian politics”. Almost all the students and faculty members of the College participated, where 20 Nos. of students took part as competitors.
- iv.* On Feb’2008 a one day discussion on “Teaching and learning of English language in College level” was organized by the IQAC in association with the Department of English of our College. The discussion session was inaugurated by Mr. Prabin Borah, Head of the Department of English of Sankardeva Mahavidyalaya. Mr. D. Lekharu Retd. Principal of Jawaharjyoti Higher Secondary School presided over the session. Dr. Brajesh Kumar, Principal, Jawahar Novodaya Vidyalaya, Lakhimpur and Mr. Grish Bhuyan, Retd. Principal, Narayanpur H.S.

School participated as Resource Person in the discussion. Both of them highlighted the important and useful methods and skill of teaching and learning of English language in college level. Besides the participation of all the faculty members of our college, a note-able teachers of Secondary and Higher Secondary Schools of the feeder area of the College attended in the discussion.

- v. To create a literary environment among the students, the following Departments of our College has arranged to publish Departmental Wall Magazines time to time.

<u>Name/Title</u>	<u>Department</u>
a. PRAGYA (Wisdom)	Education
b. KISOLOI (New leaves)	Assamese
c. PROTIDHONI (Echo)	History
d. RAJA PRAGYA (King of Wisdom)	Political Science

- vi. No.
- vii. Students' Union Publish its College Magazine biannually with the help of Editorial Board consist of expert teachers and students.
- viii. For the session 2007-08, we have observed 7 (seven) Nos. of Micro-teaching classes. The students of different classes

participated in an enthusiastic manner and tried to present their topic in a decent way.

- ix. For the session 2007-08, we observed 8 (Eight) Nos. of teacher so far and proper recommendations have been made for improvement of the faculty members in near future.
- x. A Field Study Programme was undertaken by the Tribal Development Centre (TDC) of our College under the supervision of Mr. Gojendra Deori, Head of the Department of the Sociology. A selective team of 20 Nos. of Degree student of our College were engaged to carry out the programme and they surveyed a “Karbi” (Plain Tribes of Assam) village, which is situated about 4 k.m. away from the College. The programme was carried on “Socio-economic Status and Political Consciousness of the People”. The member of the survey team visited door-to-door and collected the required datas, which are kept in record by the TDC of our College and will be send to the concerned Department for necessary measure.
- xi. Due to unavoidable reason the celebration of the College Silver Jubilee is differ to session 2008.

Part B:

1. Activities reflecting the goals and objectives of the institution:

The College authority has set up total twelve numbers of well defined goals for the all-round development of the College as well as the local people of the catchments area.

In the very beginning of the session, to make the students efficient, useful and responsible citizen, the teachers of the various departments of the college, deliver the lectures to the students in their respective classes.

To develop the knowledge of civic responsibilities among the students, the college arranges Intra-campus seminars and Group discussions in association with Eco-political Forum of our College. Apart from these, the department of Political Science of the College has also taken such initiatives in their Major and Core classes.

The College organizes Seminars, Workshops, Entrepreneurship Development Programme such as industry, Fishery and Animal Husbandry for the development of the skill of the students to produce self-reliant individuals and to promote the knowledge of their aesthetic sense.

To bring the importance of social harmony, integration and enhancement in overall socio-cultural aspects of the students, the college organizes Inter-district and All Assam Classical Songs

(Borgeet) Competition in every year in association with College student's Union and Sankardeva Study and Research Centre. Moreover, the reputed scholars are invited to deliver the valuable lectures on social-harmony, integration and also on the contributions of Sankardeva and his disciple Madhabdeva for the Assamese people.

To create the awareness among the students about the glorious past of the human society, we have taught our students in association with the Department of History and *Natya Charcha* (Drama Section) of our College by organizing Group Discussion and staging historical drama.

For the awareness about the ecology and environment, the College teaches the Degree students through the Environmental Studies Course, which is a compulsory subject for the Degree classes.

To give emphasis on value based education, to bring about morally sound individuals, the college arranges Intra-Campus seminars in collaboration with the Department of Assamese and Sankardeva Study and Research Centre of the College. To bring the feelings and sense of Nationalism, the College observes the National and important days in colourful manner.

Apart from these observed days, the Department of Hindi observes the "Hindi Divas" in every year.

To promote international understanding and for the development of communication skill in regional, national and international languages, the College organizes seminars on teaching and learning of English languages on Secondary level in association with the Department of English.

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

We have received a Study Centre of Krishna Kanta Handique State Open University and Bachelors' Preparatory Programme has already been launched so far. Admission for the Degree classes will start from July'2008.

3. *Inter-disciplinary programmes started:*

The College has launched Inter-disciplinary programmes in collaboration with Sankardeva Study and Research Centre, Tribal Development Centre (TDC) and Eco-political Forum.

Through Sankardeva Study and Research Centre, students are involved to learn Classical songs, dance and drama and to learn the old manuscripts (Sauchipat).

Through Tribal Development Centre (TDC), we survey the Socio-economic aspects of the tribal people of our feeder area.

Through the Eco-political Forum of the College, we discuss the burning issues of the present scenario, by organizing Group Discussion and Intra-campus Seminar.

4. *Examination reforms implemented:*

Apart from holding of regular examinations such as Major qualifying test, Sessional Test, Annual and Final Examinations, the examination board of the college regularly conduct 'Class Test' in each class and the teachers are directed to return the examined answerscripts to the students with suggestions and proper recommendation for the upliftment of the students.

5. *Candidates qualified: NET/SLET/GATE etc.*

No

6. *Initiative towards faculty development programme:*

Total numbers of Class observation held	-	8 (eight)
Total number of Micro-teachings held	-	7 (Seven)

7. *Total number of Seminars\workshops conducted:*

a. National Seminar	-	Nil
b. Workshop	-	Nil
c. Intra-campus	-	1 (One)

An intra-campus seminar was organized by the Department of the History in association with IQAC of our College on the topic "Tourism in North-east India- Its importance & Future consequence". The seminar was

inaugurated by Mr. Probin Kakoti, Lecturer Department of History and Mr. Motilal Boruah, Head of the Department of the Political Science of Sankardeva Mahavidyalaya presided over the seminar. In this seminar 3 Nos. of student participants presented their papers on concerned topic. Mr. B.K. Dutta, Head of the Department of History and Mr. K. Borah, Head of the Department of Geography of our College participated as Resource Person, who analyzed and explained critically the subject matter to the student in a convenient way.

8. Research projects:

No.

9. Patents generated, if any:

No

10. New collaborative research programmes:

No

11. Research grants received from various agencies:

The college has received Research grants from University Grants Commission as follows;

- | | |
|--------------------|---------------|
| i. Contingency: | Rs. 37,000.00 |
| ii. Salary Grants: | Nil |
- (Substituted teacher)

12. Details of research scholars:

Sl. No	Name of the scholar	Research topic	Name of the guide/ University	Remarks/ Awarded
1.	Tarun kalita, Lecturer Deptt. of Geography	'Population composition and occupational pattern in Lakhimpur District, Assam'	Dr. S.K. Patnaik, Rajiv Gandhi University, Arunachal Pradesh	Awarded with Ph. D. by the Rajiv Gandhi University, Arunachal Pradesh
2.	Bijoy Borah, Lecturer Deptt. of Education	'Quality Elementary Education and Sarva Siksha Abhiyan- A status study of Lakhimpur District of Assam'	Prof. J.C. Soni, Rajiv Gandhi University, Arunachal Pradesh	Submitted the thesis.
3.	Rakesh Sharma, Lecturer, Deptt. of Economics	'Micro-Enterprise in rural non-farm economy of Sonitpur District, Assam- nature, problem and prospect'	Prof. M.P. Bezboruah, Guwahati University	Submitted the thesis.

13. Citation index of faculty members and impact factor:

Proficiency areas of faculty members are mentioned in the appendix-I and its impact on the students are also mentioned.

14. Honors/Awards to the faculty:

Mr. Tarun Kalita, Lecturer Department of Geography awarded with Ph. D. Degree by Rajiv Gandhi University, Arunachal Pradesh.

15. Internal resources generated:

Total collection of fees from the students: Rs. 6, 51, 240.00

16. Details of departments getting SAP, COSIST (ASSIST)/DST. FIST, etc assistance/ recognition:

The college has received an amount of Rs. 17.92 Lakhs for construction of College Auditorium Building from the Planning and Development Department, Govt. of Assam.

17. Community services:

a. Flood Management Programme:

The college organized a Flood Management Programme on 26th Junly'07 at Pithguri Mising Village under Narayanpur Circle of Lakhimpur district, Assam under the joint supervision of NCC & NSS Wing of the College. In this programme the team distributed the relief materials i.e. Rice, Salt etc and also made a foot bridge for immediate communication. The programme was conducted under the supervision of Mr. U. Saikia, the Co-ordinator of NSS Wing and Mr. Nitul Gogoi, the caretaker of NCC Wing of the college, where 75 Nos. of students participated in this programme.

b. Medical Programme:

A Hypertensive Camp cum Seminar was organized by Sankardeva Mahavidyalaya, sponsored by IPCA Laboratories of Mumbai on 19th August'07 in the College Premises.

In the first phase of the camp a seminar on “Hypertensive and its remedies” was held, which was inaugurated by Principal, Mr. Mohendra Borah of our College. The prime speech of the seminar was given by Dr. Debajit Bora, Medical Officer of Laluk, Lakhimpur. He is followed by Dr. Arun Bora, Medical Officer of Harmutty Tea Estate. Both the Resource Person analyzed the causes and remedies of hypertension, fluently to public participating in the seminar. An interaction session was held, in where the participants clarified their doubts through the Resource Persons.

A total numbers of 107 persons were checked up their health in the camp. The following doctors were involved in the said camp;

Dr. Debajit Bora - Medical and Health Officer, Laluk
Dr. ArunBora - Medical Officer, Harmutty Tea Estate
Dr. Nikhil Kakati - Medical Officer, Laluk State Dispensary
Dr. Bharoti Bora - Medical Officer, Bahbari PHC.
Dr. Soroj Kakoti - Medical Officer, Dongibil PHC.
Dr. G.R. Miri - Medical Officer, Deotola State Dispensary
Dr. S. Konwar - Medical Officer, Bahbari PHC.
Dr. G. Deuri Bharali - Medical Officer, Bihpuria StateDispensary.

Medicines were provided to the hypertensive patients by the sponsoring authority.

The vote of thanks was given by Mr. Ruhini Dutta, Marketing Executive of IPCA Laboratories.

18. Teachers and officers newly recruited:

The college has recruited 9 Nos. of teacher on contractual basis.

19. Teaching-Non-teaching staff ratio:

3:1

20. Improvements in the library services:

The process of computerization of Central Library of the College is done with CDS/ISS Software. Almost 80% of works has been done so far. In the month of March 24th to 28th '2008, information and Library Network Centre (INFLIBNET) Ahmedabad organized a workshop on "Library Automation of College Libraries in North-eastern Region" & it provided a "SOUL" Package to the Librarian of our College. The package is installed and computerization is in progress. The necessary arrangement for installation of computer and server is made.

21. New books/journals subscribed and their value:

Total Nos. of book/ journal purchased/subscribed is mentioned below;

Books/journals	Nos.	Amount
Books	183	Rs. 36,600.00
a. Journals	9	

22. Courses in which student assessment of teachers is introduced and the action taken on student feed back:

The student assessment on teachers is introduced on all the degree classes (Both Major & Core). The feed back collected through an appraisal report of the students are verified and the remarks made by them are recorded. The teachers are intimated individually to rectify the method of teaching and to establish rapport with the students. Some times, they are collectively intimated in the staff meeting and both good & bad aspects are discussed in an amiable atmosphere. The authority also informs the head of the Departments to keep an eye on the teachers and rectify what ever needed within a specific period of time.

23. Unit cost of education:

Salary	:	Rs. 76,25,700.00
Fees	:	Rs. 6,51,240.00
UGC Grants	:	Rs. 37,000.00
<hr/>		
Total	:	Rs. 83,13,940.00
(Total No. of Student: 436)		
Unit cost of education	:	Rs. 19,069.00

24. Computerization of administration and the process of admissions and examination results, issue of certificates:

a. Administration & admission process of the College has been computerized.

b. The entire process of examinations has been conducted by Dibrugarh University. Only Sessional and Test Examinations are conducted by the college itself. The process of examination records has been computerized.

25. Increase in the infrastructural facilities:

With Aid of the Planning & Development Department, The Govt of Assam, the College has started to construct an auditorium building with the measurement of 5500 Sq.ft. The building is supposed to be completed within a year or so.

26. Technology up gradation:

Up gradation of existing website has been done.

Website: [Lakhimpur.nic.in /sankardev college.index.in](http://Lakhimpur.nic.in/sankardev_college.index.in)

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

Students are being trained in the Computer Centre for internet, which is compulsory for the students of the Computer Centre. Teachers are generally using the internet facilities for deliberation of lectures in the classes.

28. Financial aid to students:

For the session 2007-08 an amount of Rs. 13,760.00 (Rupees thirteen thousand seven hundred sixty) only has been given as financial aid to the economically poor/physically challenged/Mauritius but poor students who are unable to pay their college fees.

39. Activities and support from the Alumni Association:

For the session 2007-08, the Alumni Association of Sankardeva Mahavidyalaya proposes to donate 100 numbers of books to the college library for the greater interest of academic development.

30. Activities and support from the Parent-Teachers Association:

The Parent-Teachers Association of the college is very co-operative and always comes with a positive attitude towards the college affairs.

31. Health services:

The First-Aid Centre of the college discharges its service in the time and helps the students by giving First-aid. In case of complicated situation the doctors available in the local area help the students as and when necessary.

32. Performance in sports activities:

In every year the College Union Body organizes College Week in the month of November. Indoor and Outdoor games are played by the students, awards and prizes are given to the selected students who secured position in the games.

More-over the selected students are sent to the Youth Festival organized by the Dibrugarh University.

33. Incentives to outstanding sportspersons:

No

34. Students achievements and awards:

Five Girls' Cadet of NCC of our College join in the Nursing Course at 155 Base Hospital, Tezpur and has successfully completed the programme which was held from 1st Dec'07 to 12th Dec'07.

Achievements are:

Excellent	-	1 (One)
Fair	-	2 (Two)
Good	-	2 (Two)

35. Activities of the Guidance and Counseling unit:

The college has one Information and Career Guidance Cell (ICGC) which provides career related information. One Co-ordinator with two staff members constitutes the Counseling Centre. The Centre is operated for all students for an hour from 2 pm. to 3pm. The Centre

is provided with Career Oriented magazines and periodicals, employment News etc. the recent advertisement, eligibility criteria along with format of the application forms to the students considering their requirements and interest.

The Centre provides information not only to the students of the college but its door is open for outsiders also.

36. Placement services provided to students:

In our college there is no any placement cell. However the college some times placed the students in the job sectors. Twelve numbers of students were placed for the appointment in Air Daccan in Lakhimpur district.

37. Development programmes for non-teaching staff:

A two day training camp has been organized on “Financial Management in Govt. Colleges” in the college campus in the month of Oct’2006 from 15th to 16th Oct’06. Six members of non-teaching staff took part in the said training camp under the supervision of H.K. Sen Chartered Accountant, Lakhimpur district, Assam.

38. Healthy practices of the institution:

The college has introduces some healthy practices for all round development of the students as follows;

- i. Micro-teaching.
- ii. Class-observation.

- iii. Group discussion.
- iv. Intra-campus Seminar.
- v. Street Play.
- vi. Field study.

39. Linkages developed with National/ International, academic/ Research bodies:

a). National linkage established by the college for training and research are;

- i. Guwahati University. Guwahati, Assam.
- ii. Dibrugarh University. Dibrugarh, Assam
- iii. Jawaharlal University. Delhi
- iv. Rajiv Gandhi University. Arunachal Pradesh.

b). Researchers are sent to other Universities for higher study and researches are;

- i. Rajiv Gandhi University.
- ii. Guwahati University
- iii. Madurai Kamraj University etc.

A good linkage has been developed with University Grant Commission (UGC), Indian Council of Social Science Research (ICSSR), Assam Science and Technology Council (ASTC) and Indian Council of Historical Research (ICHR). All these academic bodies sanctioned reasonable amount of grant for the development of college and conducting Seminar.

40. *Any other relevant information the institution wishes to add:*

No.

Part C:

Details plans of the Sankardeva Mahavidyalaya for the next year:

2008-2009

- i. Collection of manuscripts for Sankardeva Study and Research Centre and proposed to established one Mini Museum.
- ii. Computerization of central library.
- iii. Co-ordination with NGOs and SHGs for community development.
- iv. Educational tours (History/Geography).
- v. Introduction of Yoga Classes.
- vi. Organization of Seminar/Workshops.
- vii. Group Discussion.
- viii. Renovation of Gymkhana.
- ix. Plantation of Bamboo and valuable trees.

(M. Borah)
(B.K.Dutta)
Chairman, IQAC
Sankardeva Mahavidyalaya

Co-ordinator, IQAC
Sankardeva Mahavidyalaya

Pathalipahar, Lakhimpur

Pathalipahar, Lakhimpur