

# **THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC**

**YEAR 2005-2006**

**RADHAMADHAB COLLEGE  
SILCHAR, CACHAR, ASSAM,  
PIN-788005**

## THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

All accredited institutions shall submit the AQAR to the NAAC by the end of every academic year with emphasis on the following key result areas:

<u>Name of the Institution</u>	<u>Year of Report</u>
RADHAMADHAB COLLEGE, SILCHAR P.O.SILCHAR, DIST. CACHAR (ASSAM) AFFILIATED TO ASSAM UNIVERSITY, SILCHAR, CACHAR, ASSAM	YEAR 2005-2006 (JULY 2005 TO JUNE 2006)
<b><u>PART-A</u></b>	
<p>The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.</p> <p>** The plan of action chalked out by the IQAR in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.</p> <p>** Consequent upon the impending cloud of the provincialization of the services of the college teachers by the Govt. of Assam for extending pensionary benefits to the college teachers, which incidentally had been a long-standing demand of the teachers, the college subsequently in the early part of January 2006 had to be confronted with the retirement of the incumbent regular principal, Dr. J.C. Mazumdar and five other senior teachers in the department of Economics, Education, Political Science and History. In view of the above circumstances, a concerted programme of action for academic roadmap could not be affected in the desired manner. However, the college tried to adopt the recommendations made by the peer team from NAAC to its optimum level inspite of financial constraints and in-built limitations.</p>	

## **PART-B**

### **1. ACTIVITIES REFLECTING THE GOALS AND OBJECTIVES OF THE INSTITUTION :**

\*\* The College has twin objectives: (1) To provide the society with Quality higher education and (2) to contribute to the physical, intellectual and moral growth of the youths with a sense of commitment towards building a better tomorrow.

The ultimate goal of the college is to make the institution “a centre of excellence in the field of higher education”.

Thus to achieve its objectives, the college has introduced through planned and systematic approach, some innovative academic exercises to help the students to develop “Skill” in their respective field of study, introduced meaningful co-curricular activities to inspire the students sense of discipline, ethical and moral values, introduced well organized Centre for Extension Activities to involve students in community service, organizes and inspires students to participate in literary and cultural competition to help the students to develop their innate creativity and talent. These activities reflect one of the twin objectives of the college. Regarding the other activities, i.e., “Providing the society with quality higher education”, it is needless to say that the college cannot transform into quality one all of a sudden. It needs continuous endeavour and freedom to achieve it. The college functions under the administrative framework of Assam State Government and, therefore it has certain in-built limitations. It is affiliated to Assam University and, therefore it follows curriculum prescribed by the University. With this background and despite with very motivated faculty team working in the college, there is not much scope for immediate radical innovative approaches towards quality education.

## **2. NEW ACADEMIC PROGRAMMES INITIATED (UG AND PG)**

The college has already submitted to the University proposal for introduction of two new UG courses (1) Bachelor of Computer Application and (2) Bachelor of Mass Communication. Regretably, the courses as started above, could not be initiated from Academic session 2005-06, due to strict stipulations of certain conditions by the university. However, the college is trying its level best to fulfill the necessary conditions and hope fully the courses may be initiated from the next academic session 2007-08.

\*\* The add-on courses on (a) Functional English and (b) Computer Application have already been started in the college since 2005-06 and running satisfactorily.

## **3. INNOVATIONS IN CURRICULAR DESIGN AND TRANSACTION:**

\*\* It has already been said that the college is affiliated to Assam University, and therefore it follows curriculum designed and prescribed by the University. Under the present affiliating system, the college does not have freedom to review and update curriculum. Thus there is no scope for designing new curriculum.

## **4. INTER DISCIPLINARY PROGRAMMES STARTED:**

\*\* Since the college offers all the courses in Arts stream, there is very little scope to start any inter-disciplinary programmes unless minimum freedom is granted to the affiliated college to revamp the curricular to suit the purpose.

## **5. EXAMINATION REFORMS IMPLEMENTED:**

\*\* Being of affiliated status, the college follows annual examination system prescribed by the University. However, the college evaluates students continuously through mid-term tests, through various innovative practices and pre-final tests for improving results in the annual examinations.

**6. CANDIDATES QUALIFIED NET/SLET/GATE. ETC :**

\*\* This is not applicable as the College conducts only undergraduate programme of studies.

**7. TOTAL NUMBER OF SEMINARS/WORKSHOPS CONDUCTED:**

\*\* (a) Two-day National Seminar on the topic “Globalisation and its Impact on Indian Society” was held on 6<sup>th</sup> and 7<sup>th</sup> February, 2006 in the college, sponsored by the University Grants Commission (NERO) and Indian Council of Social Science Research, New Delhi. Distinguished academicians as resource persons from different reputed Universities all over the country and participants from different colleges participated in the seminar.

(b) One-day Workshop on HIV/AIDS in collaboration with Rotary club was organized on 22nd September 2005, and attended by participants from different NGO’s and colleges.

**8. RESEARCH PROJECTS (A) NEWLY IMPLEMENTED  
(B) COMPLETD:**

\*\* Research centre of the college is working to evolve measures for introduction of research activities in the college in gradual process.

**9. PATENTS GENERATED, IF ANY:**

\*\* Not applicable to the college at its present status.

**10. NEW COLLABORATIVE RESEARCH PROGRAMMES:**

\*\* Not yet attained the status.

**11. RESEARCH GRANTS RECEIVED FROM VARIOUS AGENCIES:**

\*\* Not applied for it at the present status.

**12. DETAILS OF RESEARCH SCHOLARS:**

\*\* Not applicable to the college at its present status.

**13. CITATION INDEX OF FACULTY MEMBERS AND IMPACT FACTOR:**

\*\* No.

**14. HONOURS/ AWARDS TO THE FACULTY:**

\*\* One teacher, Dr. Debasish Roy, HOD, History has been awarded “Barak Ratna” for his contribution in the literature, culture and welfare of the humanity at large by “Viswa Banga Sahitya Sanskriti Sanmelen”, Kolkata

**15. INTERNAL RESOURCES GENERATED:**

\*\* Rs. 11,05,780.00 (Rupees Eleven lakh five thousand seven hundred eighty) only from various fees collected from students at a very nominal rate.

**16. DETAILS OF DEPARTMENTS GETTING SAP, COSIST/DST. FIST, ETC.:**

\*\* Not yet applied for getting any such grant.

**17. COMMUNITY SERVICES:**

\*\* The centre has finally adopted one village for extension activities for next 5 years beginning from 2005-2006. The activity of the centre in this adopted village is “Literacy and women empowerment”. The centre has already started its work in the village and the work is on progress.

**18. TEACHERS AND OFFICERS NEWLY RECRUITED:**

\*\* (a) 11 (Eleven) teachers were recruited for part-time appointment.  
(b) 01 (One) staff was recruited for administrative section.

**19. TEACHING AND NON-TEACHING STAFF RATIO:**

\*\* 2:1

**20. IMPROVEMNTS IN THE LIBRARY SERVICES:**

\*\* (a) The library started collaboration with the British Council Library, Kolkata during the session 2005-06 to provide extra library facilities for the users.

(b) Full automation of the library with the help of SOUL software, provided by INFIBNET at free of cost, is going in full swing.

**21. NEW BOOKS / JOURNALS SUBSCRIBED AND THEIR VALUE:**

\*\* During the session 2005-2006 following library related reading materials have been purchased as there was demand from the users' community. It may be noted that the number of journals has decreased from 24 (in 2004-05) to 22 only due to irregularity in publication.

Sl. No.	Item	Quantity	Value
1.	Text Books	113	Rs. 14, 229.80
2.	Reference Books	179	Rs. 53, 673.20
3.	Journals & magazines	22	Rs. 6, 475.00
4.	Newspapers	07	Rs. 2, 587.00
			<hr/>
			Total Rs. 76, 965.00

**22. COURSES IN WHICH STUDENT ASSIGNMENT OF TEACHERS IS INTRODUCED AND THE ACTION TAKEN ON STUDENT FEEDBACK:**

\*\* The college has adopted two years ago a system of teacher evaluation by students in each department. The various ratings awarded for each teacher are tabulated and the conclusions are reviewed with concerned teacher in order to get corrected of all short comings observed in the feedback.

**23. UNIT COST OF EDUCATION (2205-2006):**

- \*\* (a) Excluding salary grant Rs. 1518.92  
(b) Including salary grant Rs. 11, 173.40

**24. COMPUTERIZATION OF ADMINISTRATION AND THE PROCESS OF ADMISSIONS AND EXAMINATION, RESULTS, ISSUE OF CERTIFICATES:**

\*\* The two-third of the computerization of administration had been completed so far and the remaining part is expected to be completed shortly.

**25. INCREASE IN THE INFRASTRUCTURAL FACILITIES:**

\*\* Regarding infrastructural facilities, the college has made developments during the period under consideration.

- (a) College Auditorium was constructed under the Buniyad Scheme of the Government of Assam granting an amount of Rs. 10 (ten) lakh only for the aforementioned purpose.
- (b) A big building hall consisting of four classrooms for honours classes has been constructed by the funds provided by the UGC under Building Grants Scheme along with donation with Rs. 1 lakh from J.M. Patel Foundation, Ahmedabad.
- (c) A room along the side of teachers' common room has been constructed under the MPLAD Fund. This room is utilized for housing gymnasium, sports materials and other exercise equipments provided by the Ministry of Sports and Youth Welfare, Govt. of India to increase the sporting facilities for the students of the college.

**26. TECHNOLOGY UPGRADATION:**

\*\* The college has procured one 14 KV pollution free noiseless generator to meet up the chronic shortfall in electricity for smooth functioning of classes, office and library. In addition to this, five computers have been purchased to strengthen the computer networking in the institution.

**27. COMPUTERS AND INTERNET ACCESS AND TRAINING TO TEACHERS AND STUDENTS:**

\*\* These are made available marginally to teachers and students as per earlier plan.

**28. FINANCIAL AID TO STUDENTS:**

\*\* The financial aid amounting to Rs. 5,500/- (Rupees Five thousand five hundred) only has been disbursed to students from Students' Welfare Fund.

**29. ACTIVITIES AND SUPPORT FROM THE ALUMNI ASSOCIATION:**

\*\* The response from the Alumni students is not encouraging for which the Alumni association is not in the desired expectation.

**30. ACTIVITIES AND SUPPORT FROM THE PARENT-TEACHER ASSOCIATION:**

\*\* Parent-Teacher Association is not yet formed.

**31. HEALTH SERVICES:**

\*\* In the year 2005-06, a part-time physician took up the responsibility of the general health check-up of the students and the staff of the college.

In addition to that, this year also the centre has organized a blood-group diagnosing programme for the students of the college. Nearly 250 students attended the programme and received their blood-group identity report.

As mentioned earlier under seminar/workshops caption, it may be added that Students Health Care Centre of the college organized a one-day workshop on HIV/AIDS in collaboration with Rotary Club, Silchar on the 22nd of September 2005, which received accolades from everybody.

**32. PERFORMANCE IN SPORTS ACTIVITIES:**

\*\* Games and Sports committee organized Inter-college Table Tennis competition in the month of December 2005 and Inter-college carom competition for girls during the same time, which was well participated by different colleges and the response was over-whelming.

**33. INCENTIVES TO OUTSTANDING SPORTSPERSONS:**

\*\* The college has not yet taken any measure for formulating policy for giving incentive to outstanding sports person at the present state of sports facility existing in the college. However, as per existing rule, students having proficiency in sports are given preference in admission.

**34. STUDENT ACHIEVEMENTS AND AWARDS:**

\*\* Sri Rajib Chakraborty, TDC 1st Year and Miss Rosy Sinha, TDC 11nd Year, who participated in the Inter-college debate competition held on 30th September 2005 at Karimganj College, Karimganj, Assam and won the Anjali Roy Memorial Running Trophy for the college.

In addition to the above, Miss Rajni Paul, TDC, 1st Year participated in the Group Song Competition along with the cultural troupe from Silchar at the National Level.

Tomali Acharje, TDC IInd year has been awarded “Barak Idol” in the inter-district musical competition, 2006.

**35. ACTIVITIES OF THE GUIDANCE AND COUNSELLING UNIT:**

\*\* Due to the change of incumbent co-ordinator of the cell from time to time, no tangible work could be done. However, the programme of action is in the pipeline to aid the students with career guidance tips in the near future.

**36. PLACEMENT SERVICES PROVIDED TO STUDENTS:**

\*\* No placement service is available in the college.

### **37. DEVELOPMENT PROGRAMMES FOR NON-TEACHING STAFF:**

\*\* Two senior administrative staff completed training of use of computers in office-work.

### **38. HEALTHY PRACTICES OF THE INSTITUTION:**

\*\* The college functions under administrative framework of Assam state government and therefore it has certain inbuilt limitations. Within the limited capacity, the college has time tested reputation in maintaining and developing various healthy practices in various life and activities which make it “a college with difference”. The following are the few of the healthy practices of the college:

1. Decentralization of administration by creating a number of statutory committees and cells.
2. Allocation of fund (at present at the rate of 3% of the total annual budget of the college) to all committees and cells for planning and monitoring various quality enhancement activities. Attempts are on the anvil for enhancing the percentage.
3. Publishing of journals by the Publication Cell totally funded by the college.
4. Strict observance of UGC stipulated workload (30 hours in 6 day week) with proper maintenance of attendance register.
5. Periodical meeting of all the committees and cells and the teachers' council and exchange of views and suggestions for improvement of the various quality activities and suggest measures.
6. Open access of students in the library and periodical training by the library staff under the leadership of Librarian for proper and meaningful use of library resources.
7. Students' assessment in classroom teaching.
8. Students and parents assessment on academic, administrative and instructional aspects of the college.
9. Preparing and marinating of teaching plan.
10. Arranging blood grouping camp of Students' Health Care Centre of the college and keeping and maintaining record of rare blood group and to help the needy person in time of emergency.
11. It is the age long practice of the students of the college to celebrate Teachers Day at their own expenses and to felicitate eminent teachers and educationists of the city.
12. Observance of college foundation day and arrangement of community prayer.

**39. LINKAGES DEVELOPED WITH NATIONAL/ INTERNATIONAL ACADEMIC/RESEARCH BODIES:**

\*\* The college has already developed linkages with Institutions like NIT, Silchar, Centre for Adult & Continuing Education NEHU, Shillong and National Institute of Public co-operation and child development, New Delhi.

The linkage with these institutes has benefited both the teachers and students during the past few years.

**PART-C**

**DETAIL THE PLANS OF THE INSTITUTION FOR THE NEXT YEAR 2006-2007**

\*\* The following is the plan of action for the year 2006-2007 taken after joining of permanent Principal.

\*\* Plan for the year 2006-2007.

**ACADEMIC:**

- I. New faculty of Commerce at the degree level is to commence from 2007. This is as per the recommendation of the peer team from NAAC.
- II. National Seminar at the departmental level will be held in 2007, subject to availability of financial support from Funding agencies.
- III. Introduction of courses in Communicative English, Library and Information Science and Risk Management (Certificate courses) in the next session.

**INFRASTRUCTURE AND LEARNING RESOURCE**

- I. Gymnasium Hall nearing completion and a cultural complex is in the upcoming stage within the period under consideration.
- II. Total computerization of library services.
- III. Computer and internet access and training to teachers and students.
- IV. Total computerization of administrative section.

### **STUDENTS' SUPPORT SERVICES**

- I. Total upgradation of existing Health Care Centre and improvement of facilities like appointment of permanent Medical Officer and distribution of free medicine to students.
- II. Opening of Yoga centre for the students on the anvil.



**(Dr. JASHOBANTO ROY)**  
Name & Signature of the  
Coordinator, IQAC



**(Dr. PRONOY RANJAN DEB)**  
Name & Signature of the  
Chairperson, QAC

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