

## Annual Quality Assurance Report

Name of the Institution : TEZPUR COLLEGE, TEZPUR

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**Year of Report: 2010-11**

**Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).**

### **PLANS**

#### **1. Infrastructural Development**

- (i) More classrooms to be built during the year. Special emphasis is given to build classrooms for commerce classes
- (ii) Electricity backup facilities to be installed.
- (iii) Development of sports related facilities.

#### **2. Academic Programme.**

- (i) Steps to be taken for implementation of Semester System of education in the UG level.
- (ii) Efforts will be put to make the library facilities better by procuring more books and journal.
- (iii) Coaching facilities to the youths to appear in the competitive examinations.
- (iv) Opening of another shift in B.Com 1<sup>st</sup> year class as there has been an increasing demand from the students.

#### **3. Student Welfare Programme**

- (i) A system of subsidized xerox facility is proposed to be started.
- (ii) Poor students are to provide financial help.
- (iv) Departmental libraries are to be strengthened by providing more books.

## **Section- B**

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

- Students from all sections and classes of the society are given admission.
- Community services are offered on a regular basis.
- Emphasis is given towards the research and consultancy services by the faculty members.
- Actively participates in extending and enhancement of Higher Education in the surrounding areas.
- Library is made open for students and the readers from other institution also.
- The institution strictly follows the rules and guidelines issued by the UGC and Govt. of Assam in respect of Higher Education.

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

- PG- Nil
- UG- Nil

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

- Nil .

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

- Nil

### ***5. Examination reforms implemented***

- As an affiliated college to Gauhati University, Guwahati, the college plays no role in reform measures related to examination. Examination reforms are implemented as per Gauhati University guidelines and directions.

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

- Nil

## 7. *Initiative towards faculty development programme*

- Teachers are always encouraged and allowed to join different faculty improvement programmes such Refresher Course, Orientation Programmes, etc.
- The IQAC of the college also performs the duty of a felicitator while informing the teachers about the various academic and non-academic activities/courses/facilities provided by various Higher Education related agencies like UGC and ICSSR.
- Many teachers from various departments have successfully participated in the Refresher Courses and Orientation programmes at different Academic Staff Colleges during the academic year. A list of such teachers is presented below with the courses shown against their names.

Sl. No.	Name	RC/OP/STC	Department	University	Duration
1	Dr. Pranjit Hajarika	STC	Political Science	Gauhati University	September 2010
2	Basanta Kalita	RC	Economics	JNU	Feb-March 2011
3	Mitali Saikia	RC	Assamese	Burdwan University	May, 2011
4	Jayanta Bordoloi	RC	Geography	NEHU	May, 2011
5	Bornali Konwar	OP	English	NEHU	July, 2010
6	Bhanu Priya Daimari	OP	Political Science	Gauhati University	April-May 2011
7	Kisholoy Choudhury	OP	Political Science	Gauhati University	April-May 2011
8	Debojit Dutta	OP	Economics	Gauhati University	April-May 2011
9	Mitali Goswami	OP	Librarian	Gauhati University	April-May 2011
10	Bapan Das	OP	Bengali	Burdwan University	Feb., 2011

## 8. Total number of seminars/workshops conducted

### ➤ National Level-

Department of Geography had organised a UGC sponsored National Seminar on January 21-22, 2011 under the main Theme “**Management and Utilization of Resources for Sustainable Development and Prospects of Eco- Friendly Industrialization in N.E. India**”.

State Level- Nil

### Departmental Seminar/Group Discussion

Name of Dept.	Year	Seminar/ Group Discussion	Topic
Assamese	2010	Seminar	Srimanta Sankardev's Nam Kirtan
Bengali	2010	Seminar	Pvasauga: Robindranath
Economics	2010	Seminar	Rising Food Prices and its Implications on Food Security in India
English	2010	Group Discussion	1. “Silly Novels by Lady Novelists”- George Eliot. 2. Women Novelists in English Literature
Education	2010	Seminar	Education in the Ancient Period with Special Reference during the Pathan Rule.
Geography	2010	Seminar	Disaster Management and Earthquake in North East India.
History	2010	Group Discussion	Relation of the Ahoms with the hill tribes Economic and Social life of Ancient Assam.
Philosophy	2010	Seminar	“Varnasramodharma”- (1 <sup>st</sup> year Student) “Concept of Indian Philosophy” (2 <sup>nd</sup> & 3 <sup>rd</sup> year Student)
Political Science	2010	Seminar	Role of the Judiciary and other state mechanics in protecting Human Rights of people.

## 9. *Research projects*

*a) Ongoing: 3 nos.*

*b) Completed: 3 nos.*

Sl. No	Name of Principal Investigator	Type	Department	Topics	Status
1.	Dr. Bharat Baruah	Minor	Assamese	Ancient Cultural of Tezpur	On going
2.	Rupali Daimari	Minor	History	Literacy and Education Impact of Inventive Schemes Special reference to Sarba Siksha Abhijan in Sonitpur District.	Submitted
3.	Rita Saikia Dutta	Minor	English	Literacy and Tea-Garden Labourers: A Case Study of Tezpur Circle.	Submitted
4.	Trishna kakaty	Minor	Education	Academic Environment and Results of Provincialised Secondary Schools in the District of Sonitpur, Assam: A Detailed Case Study	On going
5.	Jayanta Bordoloi	Minor	Geography	The Crafts of Mishing Tribe of the North Bank of Brahmaputra and Exploration of scope for their Economic Exploitation through Tourism.	Submitted
6.	Jayanta Bordoloi	Minor	Geography	Potentiality of Tribal Craft in Economic Development: Mishing Textile crafts of the Assam: A Case Study.	On going

➤ **Minor Research Project newly applied by faculty members.**

Sl. No	Name of Teacher	Department	Topics
1	Basanta Kalita	Economics	Socio-Economic Impact of SHG-Bank Linkage Programme: A Study of Sonitpur District of Assam
2	Kuntal Sarmah	History	Cosmopolitan Society of Sonitpur with Special Reference to the History of the Immigrant Population 1826-1983
3	Dharmendra Kumar Baruah	English	Representation of the North East in Contemporary Travel Writing in English: A Study of Select Narratives.

**10. Patents generated, if any**

➤ NIL.

**11. New collaborative research programmes**

➤ NIL

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

➤ Research Grants to pursue research works are received mainly from the University Grants Commission.

**13. Details of research scholars**

➤ Details of research scholars:

(a) Ph. D/ M. Phil.

Sl. No	Name	Department	Ph.D/ M.Phil
1.	Pradip Chandra Mahanta	Economics	Ph.d
2.	Ranjan Kalita	Assamese	Ph.d
3.	Basanta Kalita	Economics	Ph.d

Following teachers have registered in to Ph. d / M. Phil programmes during the academic year 2010-11.

Sl. No	Name	Department	Ph. D/ M. Phil
1.	Gita Rani Das	Economics	Ph. D.
2.	Rajlakshmi Sonowal	Education	Ph. D.
3.	Trishna Rani Deka	Philosophy	Ph. D.

**14. Citation index of faculty members and impact factor**

- Nil.

**15. Honors/Awards to the faculty: National and international**

- Nil

**16. Internal resources generated**

- Some amount of resource is generated from the different self-financing courses run by the college.
- Rent, as part of internal resource, is also generated from the girls' hostel as hostel rent and admission and other fees collected from the students.

**17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes**

- NIL

**18. Community services**

- The International women's day was celebrated by the Women Cell of the college on 8<sup>th</sup> March 2011. As a part of the celebration the members of the Women Cell of the college had visited the Lokpriya Gopinath Bordoloi Regional Mental Hospital and interacted with the patients. After a good and lively interaction the members had also distributed fruits among the patients.

- NCC Girls Wing had participated in Republic Day and Independence Day celebration parade.
- As a mark of service to the humanity the college had also organized Blood Donation and Health camps in the college premises.

### ***19. Teachers and officers newly recruited***

Sl. No	Name	Department	Designation
1.	Prakash Jyoti Saikia	Geography	Assistant Professor
2.	Kuntal Sarmah	History	Assistant Professor

### ***20. Teaching – Non-teaching staff ratio***

- Ratio between Teaching staff and Non teaching staff- 2:1

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

Following are the measures taken by the C. M. Medhi Library, Tezpur College.

- Computerised entry and issue of books with the help of SOUL software is started.
- A Book Bank has been set up for economically backward students. Students from this category are allowed to borrow books for the entire academic session from the bank.
- The library also felicitates with the award of “Best Reader” to the teacher who visits the library for the maximum days.
- Computer facilities for the students to access OPAC (Online Public Access) are provided.
- Online books and journals are provided with the help of INFLIBNET.

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

Item	Nos.	Value
Text Books	1319	1,25,472/-
Reference Books	680	2,55,915/-
Journals and Magazines	12	11,566/-
Total	2011	3,92,896/-

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

- Students' feedbacks are taken from the Major and General students of the B. A. course.

**24. *Feedback from stakeholders***

- Feed backs from students, guardians and the alumni and collected from time to time.

**25. *Unit cost of education***

- Unit cost of education including salary component ;Rs.11095/-
- Unit cost of education excluding salary component:Rs.4522/-

UGC-	1,20,000/-
State-	12,02,910/-
Student's Aid Fund-	3240/-

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

- The process of computerization of office works has already been started. Admission details of the students are maintained in soft copy version. Besides admission details, fee collection records are also been computerized. Admission forms and other information about the college have been made available on the internet. Examination results are made available on the internet by the Gauhati University.

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

- Second Women's Hostel constructed with the financial support from the UGC for girl students.
- New classrooms for the commerce faculty are completed.
- Construction of Car Shed and Two Wheeler Shed for teachers.
- Approach road to the college has been completed.
- Internet connectivity is provided to IQAC and to Vice Principal's office.
- Computers are provided to all the departments.
- Principal's new office building has been completed.

**28. Technology upgradation**

- Nil

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

- Teachers are provided with free internet facility.
- Training courses for the teachers on computer education and internet surfing are organized.
- The college also extends basic computer course for the students at a nominal fee.

**30. Financial aid to students**

Sl. No.	Item	Amount
1	State Scholarship	12,02,910/-
2	UGC Scholarship	1,20,000/-
3	Student's Aid Fund	3240/-

**31. Activities and support from the Alumni Association**

- Alumni meet held on 25/10/2010 where the Alumni Association had extended many suggestions.

**32. Activities and support from the Parent-Teacher Association.**

- A Parent-Teacher meet held on 10/8/2010 to discuss various issues related to the college in special and Higher Education in general.

**33. Health services**

- First aid facilities are available in the campus. The college also organized free health check up camps every year.

### ***34. Performance in sports activities***

- Participated in the Annual Varsity Week of the Gauhati University  
Students have also participated in the various inter college competition organized by different colleges.

### ***35. Incentives to outstanding sportspersons***

- Special prizes and felicitations are provided to the sports persons who bring laurels to the institution.

### ***36. Student achievements and awards***

- Ms. Jyotsna Debnath had been selected by Tezpur University for its Winter Internship Programme (WIP) held from 14<sup>th</sup> December 2010 to 13<sup>th</sup> January 2011.

### ***37. Activities of the Guidance and Counseling unit***

- Few guidance and counseling meets were held by the Guidance and Counseling Cell of the college.

### ***38. Placement services provided to students***

- NIL

### ***39. Development programmes for non-teaching staff***

- Nil

#### ***40. Good practices of the institution***

- Students admissions process has been computerized. The admission related records including fee payment records are maintained through computers.
- Steps are taken to install micro phone in the classroom so that teacher can communicate in a much better way and also as a part of process to using ICT in teaching and learning.
- Students of the institution can take the help of various cells functioning for their development and benefits. The various cells like Grievance Redressal Cell, Career Counseling and Guidance Cell, etc are always ready to help and provide co-operation to the students.
- Feedback from the students are regularly collected and analysed by the IQAC.
- The College website has been renovated and uplifted by making available more information.

#### ***41. Linkages developed with National/ International, academic/research bodies***

- NIL

#### ***42. Action Taken Report on the AQAR of the previous year***

- Majority of the schemes and plans as mentioned in 2009-10 by the IQAC for the current year have been materialized. Some of them are mentioned below-
  1. Construction of Girls' Hostel, Commerce building and principals' office are completed.
  2. The approach road to the college is also constructed.

3. Remedial classes for SC/ST and students from minority communities are successfully organized.
4. Classes under Entry in Services Scheme are held for the students aspiring to appear in the competitive examination.
5. A professional counselor is appointed as part of students' welfare scheme for the students.
6. Few students awareness programmes in different subject are organized.

**43. *Any other relevant information the institution wishes to add.***

➤ Nil

## **Section C: Outcomes achieved by the end of the year**

### 1. Infrastructural Development

- Few classrooms for students from B.A./B.Com faculties are constructed.
- Generators for power backup are purchase.
- More indoor sports facilities Table Tennis has been made available.

### 2. Academic Programme

- Semester System is introduced in the UG level.
- More text and reference books are purchased for the C.M.Medhi Library.
- Free coaching classes are arranged for students appearing in the Competitive Examinations for jobs in State and Central services.

### 3. Students Welfare Programme

- Poor students are provided financial assistance.
- Departmental libraries are provided with more books.

### **Section D: Plans of the HEI for the next year Plan**

- (i) The College aims to organize national/ state level seminars on important subjects affecting the social, economical and cultural issues in the North Eastern areas.
- (ii) The Career Guidance and Counseling Cell is to be made stronger. In order to do that career counseling meets are to be organized frequently.
- (iii) As a part of strengthening the infrastructure of the institution more instruments and apparatus are to be purchased as per requirement in certain departments.
- (iv) Computers are to be provided to all the departments.
- (v) Efforts will be made to motivate the faculty members towards research and consultancy activities.

(Basanta Kalita)  
Co-ordinator  
IQAC, Tezpur College

(Dr. C. S. Nath)  
Principal  
Tezpur College, Tezpur

## GLIMPSES OF THE PROCESS OF DEVELOPMENT

### APPROACH ROAD



# PRINCIPAL'S CHAMBER



## ELECTRICITY BACK UP FACILITY



VEHICLE SHED FOR TEACHERS AND EMPLOYEES



TWO WHEELER SHED



FOUR WHEELER SHED

## NEW CLASSROOMS FOR COMMERCE DEPARTMENT



NEWLY BUILT COLLEGE CANTEEN

