



Annual Report of IQAC
Internal Quality Assurance Cell
Bhawanipur Anchalik College, Bhawanipur
Year: 2021-22

Vision & Mission

Internal Quality Assurance Cell has been established in the institution with a vision of making quality the defining element of higher education in Bhawanipur Anchalik College through a combination of Self and external quality evaluation, promotion and sustenance endeavour with the active support and co-operation of all the stakeholders.

IQAC for Bhawanipur Anchalik College

The Internal Quality Assurance Cell was restructured in April 2012 as per the revised guideline of NAAC, Bangalore. Since then the prime task of the IQAC is to develop system for conscious, consistent and catalytic improvement in the overall performance of the institution. The cell has played a significant role during the First and Second cycle of NAAC Assessment in 2004 and 2015 with C++ & B grade respectively and it has prepared the institution to go for Third cycle of Assessment by inculcating a sense of belongingness and participation in all the constituents for the institution. Over the years the IQAC has become a vehicle for ushering the quality enhancement by working out plan interventionist strategies to remove deficiencies and enhance quality a never ending process.

Keeping the aforesaid vision and mission in mind, the IQAC, Bhawanipur Anchalik College, Bhawanipur has adopted the following strategies and procedure for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- Serving as a torch-bearer and path finder for the college to bring excellence;
- The relevance and quality of academic research programmes;
- Equitable access to and affordability of academic programmes for various sections of society;
- Optimization and integration of modern methods of teaching and leanings;
- For establishing the credibility of the evaluation procedures;
- Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- Facilitating the creation of a learner centric environment conducive to quality education and faculty maturation to adopt the required knowledge for participatory teaching and learning process;
- Arrangements of feedback responses from all the stake holders of the institution on quality related process;
- Dissemination of information on various quality parameters of higher education;
- Organisation of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;

- Documentation of various programmes, activities leading quality improvement;
- Acting as a nodal agency of the institution for co-ordinating quality related activity including adoption and dissemination of best practices;
- Development of quality culture in the institution;
- Preparation of the Annual Quality Assurance Report and Self Study Report as per guideline as parameters of NAAC to be submitted to NAAC for Assessment and Accreditation.

TEACHING LEARNING PROCESS:

PREPARING THE COURSE PLAN:

Bhawanipur Anchalik College, Bhawanipur follows curriculum prepared by Gauhati University at the Under Graduate level for both the Arts and Commerce streams. The course curriculums are implemented in a planned manner through an Academic Calendar of the College prepared by IQAC in consultation with Academic committee of the college based on the Academic Calendar and holiday list of Gauhati University. The Academic calendar prepared by IQAC are uploaded in the college website and incorporated in prospectus of the college. The college prospectus is also uploaded in the website. Based on the Academic Calendar the Academic Committee for the college prepares the class routine and after scrutiny by HoDs it is distributed among the departments. The faculty member through mutual discussion allocates the classes of their departments as per the class routine and circulates it among the students of the departments. The HoDs submit a copy of their departmental class routine to the Principal and Vice-principal of the college. The IQAC encourages the faculty members to prepare individual work load, Teaching Plan and lesson plan. Classes are monitored by the principal and vice principal of the college on regular basis. The grievances relating to the classes, if any, are resolved through discussion in Academic Committee. Class attendance of the students was recorded in a Register Books by the respective departments. It mandatory for every students to remain present for at least 75% of classes to appear in the end semester examinations. All the departments keep records of attendance of their students individually.

CURRICULUM TRANSACTION:

For making the teaching learning process interesting along with lecture method the faculty members take ICT enabled classes also. The faculty members of different departments prepare the PPT of some of the Units of the syllabus allotted to them and done their ICT classes accordingly. Moreover, all the departments have their own whatsapp group through which they regularly communicate with the students. Study materials for different courses and other academic information are delivered to the students through their whatsapp group. Some teachers also do their classes through digital platform like Zoom, Google Meet and YouTube channel.

In the syllabus of the courses of each departments book references are well mentioned. However, for the students it is not very easy to follow all the books. The faculty members of the college, at the beginning of each session, gives instruction to the students about the name and author of essential book to be studied by them and which are easily available in

the market and college central library. Some books are also issued to the students from departmental library.

As a part of internal evaluation of the students, they are given home assignment on the course content before every end semester examination. Moreover, the teachers give regular home work to the students to test their understanding in the classes. All the faculty members of the college are participating in the Evaluation Process of End Term Examinations of the university. Bhawanipur Anchalik College have completed nearly 25 evaluation zones of Gauhati University of both Even and Odd Semesters. The faculty members of the college participated in the evaluation process with full dedication which helped in completing the zones in time. Some of the faculty members of the college are the question setter of the university.

The evaluation system consists of both external and internal evaluation of the students. The external evaluation is done through the term end examination for both even and odd semester examinations. In the external evaluation process the faculty members engaged themselves for nearly two months for both even and odd semester examinations. The internal evaluation are done through sessional examinations, home assignments, group discussions, seminars etc for which the faculty members have to engage themselves round the years as a part of continuous evaluation of the students.

LIBRARY AS A LEARNING RESOURCE:

Bhawanipur Anchalik College library was established in the year 1982. At the time of establishment of the college library there were around 1000 books and the same has been increased to 27120 in the year 2022.

The central Library is a well-equipped with computerized network through SOUL software (SQL Server 2008 workgroup) and internet with Wi-Fi facilities. At present the library is well stocked with Books: 27120, Journals: 08, Magazine: 09 and Daily Newspaper 10 of both Assamese and English language.

The has a digital library with a capacity of 10 students at a time. The digital library have 10computers, one scanner and one printer cum Xerox machine. The students and teachers of the college can access the digital library during the college hours.

The central library is fully automated. A Local Area Network (LAN) using IILMS (Integrated Library Management System) Software for University Libraries (SOUL 2.0 College Version) was installed in the year 2012. This is extensively used for automating in-house activities and services of the library. The Online Public Access Catalogue (OPAC) is made available for users to identify the status of availability of books and documents in the library. There is a separate reference books section in the library also.

At present the library have 27120 Books, 09 Journals, 315660 E-Books and 7500 E-Journals. Moreover all the institutional publications are available in the college library.

COLLABORATIONS:

All the Departments have signed Memorandum of Understanding (MoUs) with nearby colleges of the district for teacher and faculty exchange programme. Moreover, the

departments also adopted some schools of the locality. In the adopted schools the faculty members take classes and arrange some motivational lecture programme for the students.

EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY:

The Extension Education Cell, Women Cell, NSS unit and the faculty members of the college undertakes various extension activities in the college and the neighbouring villages, Schools and institutions of the college. Some of the major extension activities for the session 2021-22 are listed below:

1. Celebration of Gandhi Jayanti 02-10-2021.
2. Covid-19 Vaccinisation programme for the students organized by college authority Bhawanipur Anchalik College in collaboration with PHE Bhawanipur on 22/10/2021.
3. Motivational Speech for the Students by Jaidev Keshri, DIG (Ops) CRPF BGGN on the theme Commander Meets the Youth Brigade on 10/12/2021.
4. Awareness Programme on Ease of Doing Business organized by Bhawanipur Anchalik College in collaboration with Department of Industries and Commerce on 26/08/2021.
5. Cleaning and greenery Programme under Swachh Bharat organized by NSS unit under Swachh Bharat Abhiyan.
6. Celebration of World Environment Day on 05-06-2022.
7. Faculty exchange programme by the Department of Philosophy with Tihu College on 28-09-2022.
1. Holding Guardian Meet on 05-02-2022.
2. Celebration of Independence day on 15-08-2022.
3. Krsihna Kanta Handiqui State Open University (KKHSOU) Induction Programme for newly admitted learners on 06-11-2022.
4. Induction Programme for HS 1st Year and Degree 1st Sem. Students on 06-07-2022.
5. Prime Minister interaction with students through virtual mode on 07-07-2022.
6. Special lecture programme on Freedom movement of Bharat and its relevance in present day on 24-02-2022.
7. Signing Memorandum of Understanding with Krishnaguru Adhyatmik University on 28-09-2022.
8. Celebration of Republic Day on 26-01-2022.
9. Celebration of Saraswati Puja on 05-02-2022.
10. Holding Seminar by the Department of Education on the theme “Sri Arobindor Alokati Shilpakala, Kabya aru Sahityar Mulya” special guest Diganta Biswa Sarma on 13-06-2022.
11. State level seminar on NEP 2020: Its Prospects and Challenges on 24-03-2022, Resource Persons were Dr. Sushanta Kumar Kashyap, Dr. Mallika Kalita of KVBSAU and Prof Dilip Borah of Gauhati University.
12. Tree Plantation Programme on 01-02-2022.
13. Unity Run on 31-10-2022 on the occasion of Azadi Ki Amrit Mahotsav.
14. Interaction of Prof Nani Gopal Mahanta with the Students of the college on 24-05-2022.

PUBLICATION DETAILS OF THE TEACHERS IN PEER REVIEWED/UGC CARE LIST JOURNALS:

- 1) Dr. Samiran Sarma, Assistant Professor, Department of Economics, (2020). **Socio-Economic Status of SHG's in Assam**, published in **journal of critical reviews**, ISSN: 2394-5125, <http://www.jcreview.com/admin/Uploads/Files/61c9f9ffc58c59.96777347.pdf>
- 2) Dr. Samiran Sarma, Assistant Professor, Department of Economics, (2020). **Economic Dimension of Marketing and Trade Centre in Ancient India**, published in **Elementary Education Online**, ISSN: 1305-3515, <https://www.ilkogretim-online.org/fulltext/218-1621013552.pdf?1658191478>
- 3) Dr. Samiran Sarma, Assistant Professor, Department of Economics, (2021). **Psychological Impact of Covid-19 on the Economy and Education Sector of Barpeta District of Assam** published in **Psychology and Education** ISSN: 1553 - 6939, <https://www.ilkogretim-online.org/fulltext/218-1621013552.pdf?1658191478>
- 4) Dilip Kr. Deka, Assistant Professor, Department of Assamese, (2021). **Covid 19 Pandemic and its Impact on Human Society and Analysis**, published in **International Journal of modern agriculture**, vol 10, No.2 ISSN: 2305-7246, <http://www.modern-journals.com/index.php/ijma/article/view/1023/871>
- 5) Dilip Kr. Deka, Assistant Professor, Department of Assamese, (2021). **Teaching of Sankardeva: Its Relevance in modern Assamese Society** published in **Turkish Online Journal of Qualitative Inquiry**, vol12, Issue 8 ISSN: 1309-6591, <https://www.tojq.net/index.php/journal/article/view/5600/4000>

NUMBER OF BOOKS AND CHAPTERS IN EDITED VOLUMES/BOOKS PUBLISHED AND PAPERS PUBLISHED IN NATIONAL/ INTERNATIONAL CONFERENCE PROCEEDINGS:

- 1) Malay Kalita, Assistant Professor, Department of Economics, (2021). **Primary Education: Its Need & Challenges**, published in **Contemporary Issues of Development policies in India**, IQAC, Dispur College, Guwahati, ISBN978-81-929492-5-3
- 2) Malay Kalita, Assistant Professor, Department of Economics, (2021), **SHGS&Empowerment of Womwn-A Survey in Bajali Dev. Block**, published in **Empowering Women in India**, White Falcon Publishing ISBN: 978-1-63640-357-1

USE OF ICT TOOLS FOR EFFECTIVE TEACHING:

An online two day workshop on use of ICT for effective Teaching was organized by the IQAC on 4th & 5th June, 2021 in association with TLC, Tezpur University. The inaugural session of the workshop was addressed by the Director of TLC, Tezpur University and Principal of Bhawanipur Anchalik College, Bhawanipur. The workshop was basically organized for the teachers of Bhawanipur Anchalik College. All the faculty members including the part time faculty participated in the workshop. The well trained faculties of Tezpur University were the resource persons of the workshop. In the first day there was five sessions including the inaugural sessions. The contents covered in the first day were *Google Classroom: Set up and Management, E-content Creation in Four Quadrant Approach, Screencasting Software for E- content Creation and handson practice by the participants*. In the second day the contents covered were *Interactive Online Presentation, Cloud based*

Storage and Sharing, Interaction with the participants and Feedback & Valedictory. In the entire workshop the resource persons trained the participants regarding the use of Google classroom, Youtube, Screen casting Software for E-Content Creation, Screencast-o-matic, Freecam, Canva.com, Powtoon, Visme.co, Myviewboard, Mentimeter etc.

Awards and Recognition Received by the institution

Bhawanipur Anchalik College received District Green Champion Certificate awards from MGNCRE, Ministry of Education, Govt. of India as recognition of clean and green campus and successfully implementing the Swachhta Action Plan in the areas of sanitation, hygiene, waste management, water management, energy management and greenery management in the year 2020-21.

Reports on national and international commemorative days, events and festivals celebrated in the college

The college regularly celebrates the National and International commemorative days, events and festivals to maintain harmony and healthy work atmosphere in the college among the students. The main objective of celebrating these days and events are to create awareness among the students regarding the National pride and its rich cultural heritage.

Some of the events organized by the college are:

1. Celebration of Gandhi Jayanti: This year the Gandhi Jayanti was celebrated in the college as a mark of the birth anniversary of Mohandas Karamchand Gandhi, who was famously known as Mahatma Gandhi. He is called as the father of the nation and led India's freedom movement along with many other national leaders against the British rule in India.
2. Observation of Martyrs' Day in Assam: The Martyr's Day in Assam is celebrated on 10th December every year. Bhawanipur Anchalik College also observed the day on 10th December 2021. In the occasion homage is paid in front the Martyrs' statue of the college reminiscing their sacrifice for the nation and society.
3. Celebration of Republic Day & Independence Day : The students, teachers and other members of non-teaching staff of the college along with the local people Celebrate the Republic Day and Independence Day in the college every year on 26th January and 15th August respectively. The same was also organized in the college during the session 2021-2022.
4. International Women's' Day: International Women's day in the college was celebrated by the women cell on 8th March 2022. This year the programme was organized in Tihu College by the faculty members.
5. Teachers' Day celebration: The Teachers' Day was celebrated on 5th September, 2021 in the college. In the programme the students of the college celebrated the birth anniversary of Dr. Sarvepally Radhakrishnan. The students also felicitated the teachers of the college on the occasion and the programme of tree plantation was organized by them.
6. Celebration of World Philosophy Day: The World Philosophy Day was observed in the college on 18/11/2021. The programme was organized by the Department of Philosophy. Topic of discussion on the programme was " Importance Of Philosophy

In Present Day Context". Besides the faculty members of the college the students of the college also participated in the programme.

Activities of the Students Union Body during the year 2021-22

The Students' Union Body of the college was constituted for the year 2021-22 as per the constitution of the Students' Union Body. The Body successfully organized College week and freshman social during the year. They also celebrated the Swaraswati Puja with complete devotion. The members of the Students union Body always cooperate with the faculty members and college authority as and when sought for.

Examinations and Evaluation Zones:

The Examination Board of the college conducted the end semester final examinations of Gauhati University in both online and offline mode. The Board also conducted the sessional examinations of the students. However, the examination Board of the college conducts all State and National level recruitment written examinations held in the institution from time to time. The college also conducted the Evaluation Zones of final year examinations of Gauhati university, Assam Higher Secondary Education Council and Krishna Kanta Handique State Open University during the year 2021-22. The faculty members of the college rendered their service as Examiners and Assistant Zonal officers in these evaluation zones.

Collection of Feedback:

Keeping in mind for the systematic evaluation of the Quality Parameters and taking necessary steps for the overall uplift, the IQAC has regularly been collecting Feedback from the Stakeholders viz. From Students, Alumni and Teachers with the help of well developed Scale as per the UGC/NAAC directions. For the Session 2021-22 such Feedbacks on Curriculum, Syllabus, Infrastructural Facilities and Performance of the Teachers have been collected and analysed.



(Dr Mukunda Sarma)

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