

**ANNUAL REPORT
OF
DISPUR COLLEGE
2012-13**

*PREPARED FOR
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE*



**PREPARED BY
INTERNAL QUALITY ASSURANCE CELL
DISPUR COLLEGE, GUWAHATI-781006**

ANNUAL REPORT

PART A

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:

Dispur College has been sparing no efforts in providing opportunities to its stakeholders for attaining holistic growth and development. As a part of the continuous process of all round development, in the beginning of the session: 2012-13, the IQAC of Dispur College decided to carry out some programmes. Some of those plans were implemented successfully, where as some could not be achieved due to certain constraints. Some of these plans are as below:

- a) The newly introduced semester system at undergraduate levels requires more time and attentions from the teachers; therefore, it has been decided to run the Higher Secondary section (11th & 12th classes) in a separate shift with part-time teachers. It was believed that this would improve the present teacher-pupil ratio at the UG level. However, that could not be realized as the Government of Assam insisted to continue the HS section with the main stream until and unless any further circular was issued by the government.
- b) For academic development, it was decided to publish annual journal by each department to cultivate research among the students and teachers. The decision has been carried out successfully.
- c) It was resolved in a meeting of the IQAC to organize lecture/discussion etc. at least once in a month to enrich the faculties with inter disciplinary knowledge and information. It was decided that each and every department would contribute one after another. Accordingly, the plan had been carried out.
- d) It was decided to encourage the students to participate at state and national level sports and other co curricular activities in order to increase their level of confidence and develop leadership quality through NCC and NSS activities.
- e) In order to increase infrastructural facilities emphasis was given to speed up the works related to the construction of girls' hostel. The decision has been implemented and the work is in progress now.
- f) It was decided to make all financial transactions relating to admission through banks as it brings transparency and leaves no rooms for financial anomalies. Accordingly, this practice has been adopted.

PART B

1. Activities reflecting the goals and objectives of the Institution

The schedule of short term and long term goals and objectives covering 3 years and 10 years respectively has been submitted in the self-study report. It has been observed that these objectives have not been completely achieved, therefore, decision has been taken to work towards realizing those objectives along with some new ones. A copy is enclosed here as Annexure I for ready reference.

The report given below illustrates the achievements under each category.

a) Academic Development

The Commerce Stream of the college is being covered under provincialisation Scheme from this session. This was one of the long standing demands of the college in the academic field that has been fulfilled by this session.

Academic developments of the students are reviewed at the meeting of the Academic Committee headed by the Principal of the College. As the Vice-principal of the college is entrusted with the responsibility of academic head, she calls on the meetings for academic review at regular intervals. Generally, such meetings are called to discuss the final examination results where academic development of the students are reflected and at the time of preparing/ implementing new rules or ideas towards academic development.

The results of the final examination exhibit a rising trend both in the arts and commerce streams. During the year 2012-13, 80.29% of the arts stream and 94.02% of the commerce stream graduated with Major subjects from the Gauhati University. A few of them have secured first class in their respective subject.

In the H.S. level too 78.62% students from Arts stream and 78.75% from the Commerce stream graduated out from the college during 2012-13. Some of the students secured first division with letter marks in certain subjects. The pass percentage has been found to be much better than the result exhibited by the Assam Higher secondary Education Council as a whole.

The results of the other allied sections are also encouraging. Some of them are shown below:

Dispur College Computer Centre provides 24 hour high speed internet facilities with 25 computers available in the laboratory along with its regular prescribed courses. The computer centre is doing well with good response gathered both from inside and outside the college. The performance of the centre is also encouraging. Trainees get certificate from IGNOU under Computer Literacy Programme after completion of the course. It provides 2 months courses like CCA, DTP, CIA(Tally), Photoshop, etc. More than 1000 students have completed their courses under DCCC till date. After completion of CCA (Certificate in Computer Application), Certificate in Tally, DTP, a few students were engaged in various Private & Public sector organizations within the state.

The accredited IDOL Study Centre of the college provides courses like, BCA/BSc.(IT), PGDCA/MCA/MSc.(IT), CCA, etc. The enrolments in various courses and successive results are satisfactory.

Since 2008-09, Dispur College has been a partner institute of Indira Gandhi National Open University (IGNOU). The centre implements the schemes of convergence of Open & Distance learning. The college centre offers Master Degree, Bachelor Degree, PG diploma, Diploma and Certificate courses. More than 300 students were enrolled in various courses till date. Besides providing study materials, academic counseling is also given to the students.

From the session 2008-09 Krishna Kanta Handique State Open University (KKHSOU) tie-up with Dispur College as a recognized Study Centre and Examination Centre. The college study centre offered Bachelor Preparatory Programme (BPP) and Degree & Master Degree Courses like B.A., B.COM, BBA, BCA, BMC, MBA, MCA, MSW. More than 500 students were enrolled in various courses till date. Programmes are delivered through Study Materials and Academic Counseling on every Sunday.

LEARNER-CENTERIC & OTHER ACTIVITIES:

The college believes in learner-centered educational system. Therefore, within the framework of traditional text-book oriented study system, it continues to put emphasis on field studies, spot visits, report preparations and presentations, case studies, group discussions. Seminars and debates, etc. are organized from time to time for the students for making education more learners centered and student friendly.

Remedial classes are conducted by all the departments in order to help the academically disadvantaged students and thereby minimize both the drop out rate and the rate of failure.

Library classes have also been incorporated in regular routine to develop a reading habit among the students.

Film shows are also organized to make the students more familiar with language- literature subjects. For an instance, the deptt. of **English** organized a film show on 25.2.2013. The film was "OTHELLO". The students were then asked to submit written assignment on the film.

A **Psychological Test** held on 15th September, 2012 among the students of Philosophy Department. 25 students participated in test which was conducted by Sashi Mohan Das.

The department also organized a **Guest Lecture** in collaboration with Guwahati based Philosophical forum by inviting Dr. Saurabh Pran Goswami, HOD, Dept. of philosophy, GU on "The Theoretical approach to Value & Ethics" on 27.02.13.

A **quiz competition** was also organized among the students of Philosophy Dept. on 10.04.13.

The department of **Assamese** organized a **Guest Lecture** especially for the students of 4th semester by inviting Dr. Prabin Das, eminent research scholar of Gauhati University on 05.02.2013 on Folklore Research. The students were also taught about the research methodology in that field.

The department of **English** organized a **Guest Lecture** on “Post Colonial Society and Culture” for the major students of English. The talk was delivered by Dr. Govinda Prasad Sarma, former Dean, Faculty of Arts, GU.

Government Sponsored Excursion is a regular practice organized by the college. The department of **History** organized an educational tour for the students and took them to Upper Assam from 18th to 20th February, 2013. The team, guided by Pankaj Kathar, HOD, History, visited the places of historical importance at Sibsagar.

b) Co-curricular Advancement

The college tries to provide all possible facilities to the students in various fields of co-curricular activities. The Annual college week festival is held at the end of the session every year where the students can show their talents and creativity in different competitions like sports, performing arts, crafts etc. Freshers’ social is another occasion that is held every year after a new session starts. It has been noticed that an increasing number of students are coming forward to participate in the events, which is an indication of their increased confidence levels. The college has NCC unit under 48 Assam Naval Unit, Red Ribbon Club and NSS unit for co-curricular advancement of the students of the college.

Students of NSS wing participates in several activities both in and outside the college campus. The **NCC Cadets** of the College regularly participate in the camps organized at the National level and State level. In this year **Republic Day Camp**, out of 9 NCC cadets from NE region, 5 were selected from Dispur College, out of which 2 were girls cadets included. The NCC cadets of the college participate in different awareness rallies organized by General Head Quarter of 48th Assam Naval Unit, NCC. 2 cadets were selected for a camp (**Navasainik Camp**) held at **Vishakhapatnam** from 30th October to 10th November, 2012. Out of 5 cadets selected for another camp at the same city 3 cadets were included from Dispur College from 11th Dec. to 22nd Dec., 2012. Again for **Tuticorin, Kerala Camp**, which was held from 22nd Dec., 2012 to 2nd Jan., 2013, 2 cadets from the college were selected

In this session 4 **NSS** volunteers of the college participated in workshop on **HIV/AIDS** organized at Cotton College on 4th & 5th October, 2012.

Besides, students of the college have exhibited their talents in several competitions organized by different institutions in the fields of sports, cultural and other co-curricular activities. (Details are stated in item no. 34)

a. Social Development

Teachers and Students of Dispur College take part in awareness programmes organized by several peer groups/institutions for social causes like creating Aids awareness, anti-smoking campaign, anti-ragging rally, etc. in this session a group of 26 NSS students participated in a seminar on “Elimination of Child Labour and Women Trafficking” organized by the Department of Social Welfare, Government of Assam at GMCH auditorium on 8.12.2012. 10 NSS volunteers underwent a non-residential training on Civil Defense from 13th to 31st Dec., 2012.

b. Environmental Development

The college always maintains a student friendly environment .The campus has been made **cigarette and gutka free zone** by strict notices to maintain a healthy environment. The college has an **anti-ragging cell** and a **grievance redressal cell** headed by **Mr. Ratul Borah** and **Dr. Pranita Sarma** respectively to look into the related issues.

A **security shed** has been constructed at the entrance of the college and a security guard has been engaged. This is to protect the campus from unwanted elements and thereby ensure a safe and disciplined atmosphere.

The **Disaster Management Cell** of the college organizes various workshops, seminars, awareness camps for the benefit of the students and neighboring areas under the trained faculty members of the teaching staff, viz., **Mr. Sashi M. Das** and **Mr. Himangshu Kalita**.

A **Sensitisation Programme** on awareness regarding Disaster Management had been organised on 09.11.2012 at the college premises. This was organized by the NDRF officers in association with the NCC unit of the college. Sub-inspector D.K. Pande, Sunil Kumar and Suresh Kumar explained to the students about the rescue programme to be carried out at the time of disasters like fire and earthquake.

The college has a **Nature Club** headed by Mrs. Anuradha Boruah Saikia. The club organizes cleanliness drives in and around the campus very often. On the occasion of **World Environment Day**, the nature club undertook the task of cleaning college campus on 5th June, 2013. The members of the Nature Club along with the Principal and Convener planted some trees in the college campus on that day.

Students of TDC 2nd year (Arts & Commerce) accompanied by the teachers concerned visited several spots for their project work under the subject Environmental Studies and prepared report on that.

c. Infrastructure and Physical Development

The construction work of the College **Girls’ Hostel** is in progress. The project has been implemented with the financial **grant of UGC**. Before selecting the site for girls’ hostel, **contour mapping and soil testing** was done by professional agencies considering the sub-hill area location of the college, so that the future safety can be assured.

The campus had already been enriched with the modern **Wi-Fi** facilities.

A **High Powered Electric Transformer** has been installed to satisfy the increasing demand of present and future infrastructure and physical development of the college.

d. Organization and Management

The college management runs **on the principles of transparency and participation**. The college has a **Governing Body** to look after several developmental matters of the college. The Governing body is constituted in the following manner:

1. President: nominated by the Directorate of Higher Education
2. Secretary: Principal of the College
3. Vice- principal of the college
4. Two (2) members from the Gauhati University, nominated by the DHE
5. Three (3) Guardian Members
6. Two (2) Teachers' representatives
7. One (1) Non-teaching staff representative.

Several committees like **Examination Committee, Admission Committee, Academic Committee, Election Committee, Routine Committee**, etc. are constituted to fulfill different purposes whenever and wherever it is found necessary.

The college **Prospectus** is published every year to acquaint the students and others with the internal rules and regulations along with the **academic calendar**. Day to day circulars and others information are intimated through the notice boards. Each and every department uses notice boards to display news and information regarding examinations or other activities.

The office is run by a **fully computer literate staff**. Facilities are available to upgrade their skills in the computer centre of the college.

The Audit Report of 2011-12 has shown some anomalies which has been taken very seriously by the authority. Accordingly, an enquiry committee has been constituted and necessary actions were taken to solve the problem.

Staff Welfare Schemes including salary advance during its non-receipt from the State Government, and advancement of loans to employees, are still being continued

The college has an active **Right to Information (RTI) Cell** which is headed by Mr. Khagen Ch. Boro, a senior faculty of the college.

The **College Students' Union, the general body of the students of the college**, provides cooperation in maintaining cordial relationship between the management and students. The union endeavors to foster and promote fraternity, mutual understanding and a sense of responsibility among the students. The Union is constituted and run on the basis of a Constitution which has been prepared by the College Authority.

e. Economic Development

Most of the transactions are done through Banks. All financial transactions regarding professional courses of BBA and BCA have already been done through the IDBI Bank since 2010-11. This practice has been started for the main stream too through the Bank of Baroda from this session. The practice of use of cheques has been continued, as before. This has brought about efficiency in the use of funds.

The college has continued the system of letting out its premises on Sundays and holidays for examinations by various govt., semi govt. and private organizations such as Railways, P & T., Insurance Companies, etc., besides entrance tests for Medical and Engineering College. This brings additional resources for the college fund and ensures optimum utilization of physical resources.

2. New academic programmes initiated

The college has not started any new academic programme during this session. However, the last 10 years added several new areas in the field of academic advancement. Here is a highlight of the new programmes:

- **2002-03:** Computer Centre was set up.
- **2003-04 :** UGC recognition for add on courses. Accordingly, Diploma in Child Education and Certificate in Entrepreneurship Development Courses were started in the college as add on courses.
- **2008-09 :** professional courses like BBA and BCA introduced which were recognised by the Gauhati University.
- **2009-10 :** IGNOU has recognised the college as a partner institute for Convergence Scheme and offers various courses of Master Degree, Bachelors Degree, P.G. Diploma, Other Diploma and Certificate courses.
- **2009-10 :** Krishna Kanta Handiqui State Open University has recognised the college as a Study Center/ Examination Center for its various courses of Bachelors Degree, Diploma and Certificate.
- **2009-10 :** ICWAI Eastern Regional Center has recognised the college as an Oral Coaching Center for ICWAI.
- **2009-10 :** IDOL of Gauhati University has recognised the college as its study center.
- **2010-11 :** the AHSEC has recognised the college for ASOS center.

3. Innovations in Curricular Design and Transactions

The College follows the curriculum designed and formulated by the Gauhati University as other affiliated colleges under Gauhati University. However, certain faculty members of the college were appointed as members of the Undergraduates Course Committees (UGCCS) of Gauhati University. **Dr. Sumitra Choudhury, HOD, Philosophy, Mrs. Anuradha Boruah Saikia, HOD, Economics, Dr. Jyotish Goswami, HOD, Accountancy, Mrs. Mausumi Devi, Asstt. Prof., Management** represented the college to UGCCS of respective department in GU. **Mrs. Indrani Choudhury Mahanta** prepared the study material on Political Science (Under Graduate Level) for KK Handiqui State Open University.

4. Interdisciplinary programmes started

The college has not started any interdisciplinary programmes as yet.

5. Examination reforms implemented

The examinations of the college are conducted as per the rules and guidelines framed by the Gauhati University. From this session, the Gauhati University has initiated the semester system at the undergraduate level. Accordingly, reforms occurred in the examination system too. Instead of three years annual final examinations now students are to appear for six-monthly semester examination. In each semester, they have to take/sit for two Sessional examinations. 1/5th of the marks are allotted from Sessional examinations

6. Candidates qualified NET / SLET

Hemanta Kumar Boro and **Chayanika Roy**, both Guest Faculty, English cleared NET/JRF from G.U.

Kamal Medhi, Guest Faculty, Political Science cleared SLET .

7. Initiative towards Faculty Development Programme

Visit by the University Team: A three-member committee of University Development Committee of GU headed by **Dr. Jogen Chandra Kalita, Director, UDC** visited the college on 10.06.2013. They met the faculty members in a meeting and discussed relevant issues like syllabus, good teaching practice, examination and evaluation systems, academic development programmes meant for the college teachers, and so on.

Faculty members were deputed to undergo several development programme such as refresher course/ orientation course/ diploma course/ certificate course /workshop/ seminar etc. Some of the instances are given below:

Dr. Babi Baruah, Dr. Joyjyoti Goswami, Dr. Rani Mudiari Deka, Dr. Sunita Agarwalla, Mrs. Jabin Akbar, Mr. Khagen Chandra Boro, Mr. Sashi Mohan Das attended a state level workshop on “**Restructuring Undergraduate Curriculum**” organized by ACTA on Dec., 2012.

Mrs. Indrani Choudhury Mahanta, Associate Professor & HOD, Political Science, attended a workshop on CBCS system (Choice Based Credit System) and Restructuring of undergraduate Curriculum at Pandu College, Guwahati organized by its teachers’ unit in association with ACTA.

Mr. Khagen Ch. Boro, Associate Professor, Political Science, attended a workshop organized by ACTA at Sonapur College on 21st and 22nd June on “EXAMINATION, EVALUATION & ACCREDITATION SYSTEM” under Gauhati University.

Hemanta Boro, guest faculty, English, participated in a Professional development programme on “ Integrating English Language Skills in the ESL Classroom” from 1-3rd November, 2012.

As a good practice for faculty development, the college authority obtains **Self Appraisal Report** from the teachers at the end of every session. Recently, the format for self appraisal has been redesigned by including API score as per UGC guideline.

8. Total number of seminars / workshops / Departmental seminars conducted

Like earlier sessions all the departments of the college hold **class seminars** every year for TDC 1st, 2nd and 3rd year. Hence, the total number of departmental seminar held during this session is 24. Besides, group discussions are also held among the Major students.

On the occasion of **NSS- Day (24th Sept, 2012)** a guest lecture was organized on “Drugs and Substance Abuse- its psycho-physical effect on mental health”. The lecture was delivered by Hrishikesh Bharadwaj of “Ayusmaan”, an organisation for mental health.

A seminar on **Hardware and Networking** was held on 21st September, 2012, organized by the **Career & Guidance Cell** of the college in association with IIHT, Bhangagarh, Guwahati.

The **department of Assamese** invited Dr. Keshabananda Dev Goswami, Scholar, writer and ex-Prof. of Dibrugarh University to deliver a lecture on Assamese Language on 15.10.2012.

The college Women Cell organized a talk on 4th January, 2013 on “Towards a Gender Discrimination less Society”. The talk was delivered by Ms. Junu Bora, social and women activist of the state and publisher-cum-editor of a progressive Assamese women’s magazine, *Jonaki Baat* since the last 27 years.

9. Research Projects

Nil

10. Patents Generated

Nil.

11. New Collaborative Research Projects

Nil.

12. Research Grants Received From Various Agencies

Nil.

13. Details of Research Scholars

a. Maushumi Devi, Deptt. of Management

Topic: Managerial and Economic Aspect of Mobile Theatre Establishments in Assam.

Guide: Dr. Nayan Baruah, Prof., Commerce Gauhati University.

*** Final Registration.**

b. Sanjib Sarma, Dept. of English

Topic: East West Interface: John Keats and Indian Thought.

Guide: Dr. U. Sewa, NEHU, Shillong.

*** Ph.D. declared in March, 2013**

c. Malabika Bhattacharrya, Deptt. Of Assamese
Topic: Folk Elements in Lakshminath BezBaruah's Works
Guide Dr. Bijoya Baruah
Gauhati University

*** Ph.D. Declared on 1.10.2012**

d. Kumud Nath, Deptt. Of Mathematics
Topic; Certain aspects of Spectra of Graphs
Guide Dr.T.K. Datta, Professor
Gauhati University

*** Declared Ph.D. on 1st Nov., 2012**

e. Ajoy Deka, deptt. Of Accountancy
Topic: An Evaluative Study of Swarna Jayanti Gram Swarojgar Yojana in
Kamrup District (Rural Assam)
Guide: Dr. Padma Lochan Hazarika
Gauhati University

*** Pre submission seminar held on 26.6.2012**

f) Himangshu Kalita, Deptt. of Economics, Commerce Stream
Topic: Impact of MGNREGA on Rural Poor with Special
Reference to Barpeta District.
Guide: Dr. Gopal Bordoloi, Rtd. Head, Deptt. Of Economics
Handique Girls' College under GU

*** Final Registration**

g) Manalisa Bhattacharyya, Deptt. of Economics, Commerce Stream
Topic: Development of Information Technology in NE India-A Socio-economic
perspective.
Guide: Dr. Chandrama Goswami, Associate Prof. Mangaldoi College under GU.

*** Course work Completed.**

h) Dipti Baishya, Department of Economics, Guest faculty, Arts Stream
Topic: Sustainability of SHG-Bank linkage programme in Assam with special
reference to Assam's RRB.
Guide: Dr. Ratul Mahanta, Associate Professor, Gauhati University.

***Course Work Completed.**

i) Amit Roy Choudhury, Department of Education, Guest faculty, Arts Stream.
Topic: Study on the Educational Backwardness of the Children in Urban Slum
with special Reference to Guwahati City.
Guide: Dr. Gayatri Goswami, HOD, Dept. of Education , GU.

***Course Work completed.**

j) Ms. Bandita Baruah, guest faculty , Dept.of English

*** Enrolled for M. Phil programme at GU .**

14. Citation Index of faculty members and impact factor

Nil.

15. Honours / Awards to the faculty

1. **Dr. Nandini Baruah, Vice-Principal** and Associate Prof., Deptt. of English –
a) Invited as Subject Expert to B.Baruah College on 20.4.2013.

2. **Dr. Joyjyoti Goswami, Associate Professor, Department of Assamese,**
a) Appointed by the Secondary Education Board, Assam, **for preparation of textbook.**
b) Appointed by the Assam Higher Secondary Education Council to **revise the text book of ASOS** on Assamese.
c) Invited to act as Director of *Kabi-Sanmilon(conference of poets)* by the *Barsajai Sahitya Sabha*, a wing of *Asom Sahitya Sabha* on 24.2.2013
d) Invited to deliver Lecture by the *Assam Satra Mahasabha*, a renowned socio-cultural organisation of Assam at Majuli on 09.07.2013.
e) Invited to inaugurate Souvenir of *Sadharan Jati Parishad* on 07.04.2013
f) Invited to deliver lecture at *Pub-Sarania Kristi Bikash Sangha* on the occasion of 566th birth anniversary of *Srimanta Sankardeva*.

3. **Dr. Namita Deka, Associate Prof. & Head, Deptt. of Assamese,**
a) Has been awarded prestigious “**Nilima Dutta Xowarani Anubad Sahitya Bota**” by the Asom Lekhika Sanstha for the year 2012.
b) Was selected as **member** of **TEXT BOOK DEVELOPMENT COMMITTEE** constituted by the Assam Higher Secondary education Council.
c) Was selected as **member** of the executive committee of “**ASOM PRAKASAN BHARATI**” (a wing of SISHU SIKSHA SAMITI).
d) Has been nominated as a **member of jury** of “Munin Borkotoky Sahitya Bata”, an award committee on assamese literature Guwahati.
e) Selected member of syllabus committee of ASOS.
f) Selected member for three years by Asom Prakashan Bharati.
g) Was invited as the **chief guest** at Bishnu Rabha Dibash organized by Guwahati Sahitya Sabha on 20.6.2013.
h) Was invited as appointed **speaker** in the inauguration of Uttam Baruah’s book at Guwahati Press Club on 20.1.2013.
i) Was invited to deliver lecture on Giridhar Sarma by the Kaliabar Sahitya Sabha on 17.11.2012.
j) Was appointed as member of interview board by the State Selection Committee during October, 2013.

4. **Dr. Babi Baruah, Asstt. Prof, Education,**

a) Appointed as **member of Governing Body of Sankardev Sishu Niketon** under Vidya Bharti, Assam Sishu Samiti in Jan, 2011.
b) Appointed as member of Bidyat Parishad , Assam Sishu Siksha Committee, Vidya Bharati, Assam.
c) Invited to deliver talk on “Vivekananda’s attitude towards women” on 23.3.2013 at Sualkuchi Higher secondary School.

5. Dr. Sunita Agarwala, Associate Prof. & HOD, Dept of Education,

- a) Was invited as **Resource person** to deliver a talk on “ Role of women in preserving social Values” at a women’s symposium organized by the Lions Club International on 17.11.12.
- b) Was invited as **Resource person to deliver talk on “Prevention of Crime against Women’ by NEGSA on 28.01.13.**
- c) Was appointed as **Guest Faculty** for M.Ed. class at National Institute for Teacher Education for the session 2012-13.
- d) Was invited **to deliver Motivational Talk** on different topics related to success in life at different institutes of the city like Star group of Institution, Zoo Road,(23.09.12) Pre- RD camp of NSS, Sorousajai Stadium,(08.10.12) GLEAM- an NGO at District Library,(28.12.12).
- e) Invited as **Resource person** to take 8 sessions on “Personality Development Skill” organized by Royal School of Commerce, Guwahati for BBA & MBA students on 04.02.13.
- f) Invited to **deliver talk** on “Individual Transformation –key to nation’s transformation” for MBA students of Girijananda Institute of Management & Technology, Guwahati on 13.02.13
- g) Invited to **deliver talk** on ‘Status of Women- Change in Mindset” on the occasion of International Women’s Day, 2013.
- h) Invited as **Chief guest** at Foundation Day of Prachya Bharti College, Guwahati on 12.5.2013.
- i) Invited to **chair** a session at a **National Seminar on Good Practices in Education for Sustainable Development”** organized by sonapur College on 26.6.2013.
- j) Was invited as **Subject Expert** at Sonapur College on 27.7. 13.

6. Dr. Rani Mudiari Deka, Associate Prof, Economics,

- a) Was deputed on **Govt. of India** duty to act as External for assessment of Panchayats for incentive award to be given by the government through **SIRD** from 07.03.13 to 09.03.13.
- b) Was invited by the **All India Radio, Guwahati**, for Radio discussion on **General Budget** on 28.2.2013
- c) Invited to participate in a panel discussion on Food security Bill by DDK, Guwahati (Prasar Bharati) on 05.07.13

7. Khagen Ch. Boro, Associate Professor, Political Science,

- a) Appointed as **Treasurer**, Kamrup Metro Zone, **Assam College Teachers’ Association** for the years 2011-12 and 2012-13.
- b) Was deputed on **Govt. of India** duty to act as External for assessment of Panchayats for incentive award to be given by the government through **SIRD** from 07.03.13 to 09.03.13.

8. Himangshu Kalita, Asstt. Professor, Dept. of Economics,

- a) Was deputed on **Govt. of India** duty to act as External for assessment of Panchayats for incentive award to be given by the government through **SIRD** from 07.03.13 to 09.03.13.

9. Dr. Monalisa Choudhury, HOD, Management,

- a) Was **nominated** to the **Assam Branch of National Women Commission** by the **Govt. of Assam** for a term of 3 years.

10. Mrs. Indrani Choudhury Mahanta, Associate Prof. & HOD, Political Science,

- a) Was deputed on **Govt. of India** duty to act as External for assessment of Panchayats for incentive award to be given by the government through **SIRD** from 07.03.13 to 09.03.13.

11. Dr. Manjaree Sharma, Associate Prof.& HOD, English,

- a) Invited as Subject Expert at Sonapur College on 01.04.2013.
- b) Invited as resource person at the conference for teachers organized by Don Bosco Institute on 16.04.2013 on the theme ‘ Leadership Skills for Educators’.

12. Dr. Ajoy Mitra, Asstt. Prof., HOD, Deptt. of Finance,

- a) Appointed as **nodal officer** of Dispur College for **All India Survey on Higher Education** launched **MHRD, GOI, since 2010.**
- b) Elected as **Executive member of “Faculty of Commerce”**, GU, for 3 years from 2012.

14. Mausumi Devi, Asstt. Professor, Deptt. of Management,

- a) Nominated as member for **UGCCS** by the Gauhati University for 3 years, w.e.f. 2011-12 to 2013-14.

15. Rosie Patangia, Guest Faculty, Deptt. of English has been conferred the “Bharat Siksha Ratan Award” by the Global Achievers Foundation at Speaker Hall, Constitution Club, New Delhi on 21.12.2012 for outstanding contribution from national progress and world peace.

16. Internal Resource Generated

Resource has been generated from students’ tuition fees. Besides, additional funds are also collected by letting out of college premises for holding conferences / workshops by outside agencies and public examinations conducted by UPSC, APSC, Competitive Examinations of RBI, State Bank of India, Railways Recruitment Board, etc.

Resources generated internally to run the self sustained courses, viz., BBA and BCA.

17. Details of departments getting SAP, COSIST / DST, FIST etc. assistance / recognition

Nil.

18. Community Services

The faculty of the Arts stream donated a sum of Rs. 14,000/ to KARUNADHARA, a public charitable trust which works for the downtrodden and the physically and mentally challenged on 03.09.2012.

Teachers, students and the non teaching staffs of the college regularly involve themselves in various kinds of activities either in group or individually related to community services like cleanliness drive, distributing clothes and funds to the flood affected victims, visiting orphanage and distributing foodstuffs, etc. to the children.

Mr. Himangshu Kalita was appointed as resource person for **financial awareness** to be carried out among the masses by the **SEBI (SEBI.RP.E/Asm/23)**.

Red Ribbon Club of the College organizes programmes for creating awareness about blood donation and dreadfulness of aids among the students and society.

19. Teachers and Officers newly recruited

Mrs. Dipti Baishya, Mr. Rupjyoti Bardaloi, Ms. Bandita Baruah, Ms. Debasmita Chakravorty, Ms. Gitanjali Saikia and Mr. Amit Roy Choudhury have been appointed on contractual basis in the department of Economics, English, Political Science, Assamese and Education respectively.

20. Teaching and non-teaching staff ratio

Arts: 1.9: 1

Commerce: 1.8:1

BBA, BCA: 7:1

21. Improvement in the library services

The College library is well equipped resource center both for the students and teachers. It has been fully computerized with 24hr. internet facility. At an average 200 students attend the library daily. Number of books has been increased. WIFI broadband facility is available for the students and teachers. INFLIBNET facility has also been incorporated in the library so that teachers and students can avail the services of e-journals and others by using their email- ID.

CCTV has been installed at entrance and reading room of the library which helps in monitoring and makes activities more transparent.

22. No. of books and journals subscribed and their value is given below.

a) Books (2012-13)

1) Books	-	1114
2) Journals	-	20
3) Magazine	-	10
4) Yoga Cell book	-	1
5) News paper	-	7
6) Weekly paper	-	2

Total No. of Books = 15068+ 1114= 16531

Cost of Books & journals = Rs. 2.6 lakh (approx.)

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

The practice of taking Students' feedback from the 3rd year students has been continued. Prescribed forms are given to the students explaining several aspects of teaching and guidance. The completed feedback forms are outsourced for analyzing. This practice has been started from the last session. The results are reviewed by the IQAC and measures are taken accordingly.

24. Unit cost of education (2012-13)

Unit Cost of Arts Stream

Including Salary Component:	Rs 27,618/-
Excluding Salary Component:	Rs 2801/-

Unit cost Commerce Stream

Including Salary Component:	Rs. 5655/
Excluding Salary Component:	Rs.2272/

25. Computerization of administration and the process of admissions and examination results, issue of certificate

The college has its **own website, i.e. www.dispurcollege.org**, where in formations regarding admission, subjects, syllabus, etc. are available.

The entire administration process is computerized in the college. Official tasks are also computerized.

The college conducts all examination under Gauhati University's rules and regulations.

The results, mark sheets and certificates are issued by Gauhati University.

26. Increase in the infrastructure facilities

The college did not have a permanent girls' hostel. The construction work of the girls' hostel, the foundation stone of which was laid on 29.06.2012, is in progress. The common room facilities for the teachers have been upgraded. The internet as well as the electricity facilities has also been improved.

27. Technology Upgradation

Electronic Bell has been installed in the college to indicate time of classes. **Punching machine** has been installed for attendance of teaching and non-teaching staff as per guideline of **UGC** and the **State Government**. It is believed that this will not only help the management to monitor the attendance of the teaching and non-teaching staff's attendance but will also help in maintaining discipline.

Dispur College is one of the few educational institutions to introduce modern technology like CCTV and WIFI connection in the campus. The college has earned the reputation of being the fore-runner in the Gauhati University in this front. The SOUL computer package provided by INFLIBENT has already been introduced in the college library.

28. Computer and internet access and training to teachers and students

Internet facility is available in the college campus.

The library and office staff is fully computer trained.

The college IT center is there to provide courses and other assistance to the students and teachers.

29. Financial Aid to students

The college provides **free admission to students who are holders of Star Marks, Distinction and Rank/Position in SEBA/AHSEC.**

The students from **BPL family** are exempted from tuition fees.

Tuition fees for HS (Arts), Day Shift **girl students** are **exempted** as per Government Notification.

30. Activities and support from Alumni Association

A wall magazine named '**PRERONA**' is sponsored by the **Alumni Association** of the college. The students and teachers publish articles, write up, poems etc.

31. Activities and support from the Parent-Teacher Association

The college does not have a formal parent teacher association.

However, the College Governing Body has three **parents /guardians as member representatives**. They are invited to attend GB meeting where they can provide their suggestions and support towards several activities of the college.

32. Health Services

Every year the college organizes health awareness programmes. On 9th August, 2012, the members of the Red Ribbon Club of the college visited the Red Ribbon Train at Kamakhya Railway Station and rendered their services voluntarily inside the train under the supervision of Mr. Himanshu Kalita, the teacher in-charge.

A **Blood Donation Camp** was organized by the NCC unit and Red Ribbon Unit of the college on 16.10.2012. Teachers, members of non-teaching staff and students of the college donated blood to the GMCH Blood Bank.

World Aids Day was observed on 1st December, 2012 at the state level and 20 students from college participated in the rally from Khanapara to Kalakshetra.

33. Performance in sports activities

The students of the college show great enthusiasm in participating in sports. Major and minor games are held annually where the students show remarkable prowess. The students also participate in different sports events outside the campus.

Angshuman Bora, a B.Com. 4th semester student of Dispur College participated in the “**Walikota Surabaya Cup International Badminton Championship**” at **Surabaya, Indonesia** held from 4th to 9th May, 2013.

34. Incentives to Outstanding Sports Personalities

The students of Dispur College are motivated and encouraged to participate in various sporting events inside and outside the college campus.

As informed through the college prospectus, there is special quota for admission for students showing extra caliber in sports.

Besides the college provides financial support to the team or individual sports person to participate in inter college competition, youth festival which is held every year at Gauhati University, and also in other sports events.

35. Student's achievements and awards

The students of Dispur College have been able to show good result in other disciplines besides academics.

Both the Arts and commerce stream of the college have been gradually improving and the results show an upward trend.

Arts Stream- the pass percentage of the stream for this session is 80.29% and two students secured 1st class.

Commerce Stream- The pass percentage of the stream this session has been 94% and one student has obtained 1st class.

The pass percentage in the examination of Career Oriented Programme of Child Education Nutrition Department is 100%, out of which 4 students **secured first class**.

Achievements in other disciplines:

- **Ravi Kr. Choudhury**, a B.Com. 3rd year student and **Prasenjit Saha**, a B.A. 2nd semester student participated as Youth Delegates in the “United We March-A National Summit” –B and the Mass Media Grand Final from 2nd to 3rd Feb., 2013 in New Delhi.
- **Barnali Thakuria**, a student of 3rd semester, BA has been secured 2nd prize in an essay competition organized amongst the students of North East India on the occasion of World Disabled Day by Karunadhara, a public charitable trust based at Guwahati.
- Students of BA 2nd semester(Nisha Sarma, Sumi Ghosh, Prasenjit Saha) and 4th semester(Mampi Barman, Neeha Shah), English Major attended a seminar at B. Baruah College and **presented papers**.
- 3 students from the department of Education attended a **Talk** on “Body Language” at Chinmaya Mission on 11th November, 2012.
- 12 students from the same department attended a **Programme** on “Prevention of Crime against Women” organized by NEGSA on 28.01.2013.
- 2 NSS volunteers along with the incharge, Dr. Sunita Agarwalla participated in a **National Youth Festival** held at Chimpu in Arunachal Pradesh from 10th to 14th November.
- 53 NSS volunteers participated in a felicitation programme of Mary Kom organized by the Govt. of Assam at Sarusajai Stadium on 17.11.2012.
- 80 students participated in the flag down ceremony of **ASEAN-India Car Rally**, 2012 held at Sarusajai Stadium on 17.12. 2012.
- Out of 9 **NCC cadets** from NE region 5 were selected from Dispur College (out of which 2 girl cadets) to participate in this year **Republic Day Camp**.
- 2 cadets were selected for a camp (Navasainik Camp) held at **Vishakhapattanam** from 30th October to 10th November, 2012. 3 cadets were selected for another camp at the same city held from 11th Dec. to 22nd Dec., 2012. Again for **Tuticorian, Kerala Camp**, 2 cadets from the college were selected which was held from 22nd Dec., 2012 to 2nd Jan., 2013.

36. Activities of Guidance and Counseling Unit

The career guidance and Counseling Cell of the college organizes various programmes from time to time.

- A **workshop on Career Counseling** was organized on 15th October, 2012 in association with the Directorate of Employment and Craftsmen Training of Assam. Mr. Jayanta Sarma, Director, Employment and Craftsmen, Guwahati, Mr. Santanu Choudhury of Pragati Institute of Hospitality and Management and Basanta Gogoi, Corporate Trainer, were the resource persons for the workshop.
- A **selection test** was conducted for CAT/MAT/Other MBA examination by the North Eastern Council in association with Triumphant Institute of

Management Education Pvt. Limited on 20th September, 2012, where 89 students had appeared and 29 were selected for coaching.

- A **skill development programme** was organized by Orion Edutech on 21st January, 2013. Altogether 35 students participated in the programme.
- Two days **Induction Level Workshop** was attended by Chief Life Insurance Advisor of LIC India on 2th and 27th Feb., 2013, where 90 students participated.
- The college organised **Stress Elimination Programme** under Swami Alexander of the Art of Living from the Netherlands, where 80 students along with teachers participated.
- A **workshop on Persona Enhancement and Stress Management** was held on 10.04.2013 in association with Future Sharp-a joint venture of Future Group and NSDC (National Skill Development Corporation). Altogether 41 students and 5 faculties attended the same.
- Day long workshop by Ankit Fadia **on Ethical Hacking** was organised on 3rd May and was attended by 13 students. This was organised in association with the BBA and BCA departments of the college.

37. Placement services provided to the students

The Career development and Placement Cell (CDPC) provides job assistance training courses in association with Dispur College. Training is provided for creating employable human resource for various industries. Placement available in : Banking, IT, Sales & Marketing, Front office and Back office, BPO, etc. and selections through direct interview or campus interview at Dispur College, are held both for Guwahati as well as outside Assam.

The College is known as being a pioneer institute within Guwahati in holding Campus Recruitment Drives which started from 2010. This year a campus interview was organized on 14.12.2012 in association with Luit Educational Services Private Limited and 13 students were selected for final round of interview.

38. Development programme for non-teaching staff

Mr. Nilotpal Deka deputed to undergo training on tax- calculation for 12 days. Mr. Deka along with the Principal of the college attended a one-day workshop on Income Tax at B.Baruah College.

39. Healthy practices of the institution

The college has been continually striving to adopt certain measures as healthy practice. The steps adopted in earlier years in this regard have been continued. These include efforts to widen the mental horizons of students.

- The **Fresher Social** was celebrated on 25.08.2012 to formally welcome the new students. Dr. Sibanath Barman, prominent academician, writer and editor of an Assamese news paper was invited to deliver lecture.
- The College celebrates its **Foundation Day on 28th August** every year. This year, Dr. Nomal Chandra Bora, renowned physician and proprietor of GNRC, delivered the foundation day lecture.

- **Educational excursions** to places outside the state are also being held on a regular basis.
- **Dispur College Students Union Election: 2012-13** was held on 28th September, 2012 to elect the student members. An open debate among the contesting candidates was held for the same on 27.11.2012.
- The **Annual College Week Festival** held from 29th to 24th January to 2nd February, 2013. It is a great event for the students where their talents are showcased through various competitions. This also helps in fostering team spirit among them.
- **ARUN**-the 17th volume of the **annual magazine of the college** was released on 02.02.2013 by D.N Chakravorty, a famous social worker, senior journalist and editor of a daily news paper. This issue was edited by Kashyap Kishore Borah and supervised by Jabin Akbar, asstt. Prof., deptt. of English.
- Besides the annual magazine the students maintain two wall magazines, namely, **“Prerona”** and **“Srishti”**. All these provide platforms to develop the literally, artistic and creative potential of the students.
- The **15th volume** (July-Dec, 2012) and **16th volume** (January-July, 2013) of **Dispur College Bulletin (Bilingual)** have been released during the months of January and July, 2013 respectively. Both the issues were edited by Dr. Namita Deka, Associate Prof. and HOD, Assamese and the lay out, design and DTP were done by Kuldeep Kr. Medhi, in-charge, college IT center.
- **Departmental Annual journals** are now published by various departments of the college. The issues released during this session are as follows:

Department	Name of the Journal	No. of Volume	Date of Release
Assamese	DISPUR	6 th	21.01.13
Economics	SPECTRUM	6 th	03.06.13
Education	ACADEMIA	1 st	18.12.12
English	MOSAIC...foot steps towards the literary world	1 st	07.06.13
History	ITIBRITTA	1 st	22.05.13
Political Science	JANACHINTON	1 st	22.05.13
Philosophy	DARSHANANURAGI	2 nd	05.03.13
Commerce	BANIJYAPRABHA	1 st	30.06.13

- The college **STUDY CIRCLE** organized a lecture on 13.05.13. Eminent journalist **Prasanta Rajguru, Executive Editor of “Aamar Asom”, an Assamese Daily**, delivered the lecture on **“Influence and Impact of Media on the Student Community in the 21st Century”**. He also inaugurated the wall magazine of the study circle, **“Sristi”**.
- Yoga teaching is another healthy practice which has been continued since last several years.

40. Linkages Developed with National / International academic / research bodies

Nil

41. Any other relevant information the institution wishes to add.

As envisaged in the long term action plan of the college, both the administration and the faculty members are trying their best to keep up the standard and reputation of the institution. The endeavor of the institution as a whole and some of the faculty members in particular in this regard is worth mentioning.

- a) The IQAC of the college has included Dr. Ajoy Mitra, Assistant Professor, HOD, Department of Finance, as a new member.
- b) The IQAC of the college has organized series of lecture. So far the following lectures were delivered by the faculty members of various departments.

Date & Department	Delivered by	Topic
20. 02. 2013	Dr. Amar Saikia, Principal	UGC on Workload
23.03.2013, Education	Dr. Sunita Agarwalla, Associate Prof. & HOD	Value based Education
15.5.2013, Philosophy	Mr. Sashi Mohan Das, Associate Prof.	Environment and Ethical Issues
28.06.2013, History	Mr. Pankaj Kathar, Associate Prof. & HOD	Medieval Assam in the eyes of Sahabuddin Talish

- c) The college continues to offer the following prizes and medals to meritorious students as an incentive:
 - i. Cash prize of Rs. 1000/ each awarded to the students securing highest marks (minimum 60%) in the Degree examination (Arts & Commerce).
 - ii. Cash prize of Rs. 1000/ each is awarded to the students securing highest marks (not less than 55%) in each major subject in the Degree examination(Arts & Commerce).
 - iii. Certificate of Merits is awarded to every student securing 60% more marks in TDC Part 3 examination (Arts and Commerce).

- d) **Faculty Members** are engaged in several academic activities, some of which are as follows:

1. Dr. Namita Deka, Associate Prof. & Head, Deptt. of Assamese,

- a. authored a novel “Sabda Pratisabda”, published by Bhabani Books, ISBN-978-93-82624-30-1.
- b. authored a book on assamese women writers named “ Swadhinottor Kalar Asamiya Sahityaloi Mahila Lekhakor

Abadan” and published by Bani Mandir Prakasan, **ISBN -978-93-81064-10-8.**)

- c. Wrote a script for a documentary on Bihu that was telecast by the Delhi Doordarshan and Guwahati Doordarshan during April, 2013.

2. Dr. Ajoy Mitra, Asstt. Prof., HOD, Deptt. of Finance,

- a. Co-author of a Reference book for B.Com, “Fundamentals of Insurance & Risk Management” , published by Global Publishing House, Andhra Pradesh and released on Oct., 2012, ISBN 978-93-81563-19-9/HB AND ISBN 978-93-81563-18-2/PB.
- b. Author of a reference book for B.Com, M.Com. “Investors Behaviour in Capital Market in NE India”, published by Global Publishing House, AP, ISBN 978-93-81563-26-7, IN 2013
- c. Co-author of a Reference book for B.Com, M.Com titled “Human Resource Management”, Global Publishing House, AP, ISBN 978-93-81563-27-4 IN 2013.

3. Dr. Sunita Agarwalla, Associate Prof. & HOD, Deptt. of Education, authored 5 Reference books for B.A. Semester Major & General Courses, viz.,

- a. Emerging Issues in Education, ISBN: 81-89872-48-7
- b. Sociological Foundation of Education, ISBN: 81-89872-68-5
- c. Philosophy of Education, ISBN: 81-89872-08-5
- d. Statistics in Education, ISBN: 81-89872-18-7
- e. Teacher Education, ISBN: 81-89872-98-5

4. Dr. Jyotish Goswami, Asstt. Prof, HOD, Deptt. of Accountancy, is **guiding two scholars**, Ms Kastury Borah and Ms. Rinku Agarwall, both working as Asstt. Prof., NEF Law College, for Ph.D from Singhania University, Rajasthan.

(Amar Saikia)
Principal
Dispur College
Guwahati – 6

(Rani Mudiari Deka)
Coordinator, IQAC
Dispur College
Guwahati-6

ANNEXURE – I

Our objectives and goals

In the context of today's fast changing global scenario the 21st century demands the production of quality human resources and relevant manpower. This in turn requires a re-orientation of education and educational programmes where in arises the need to go beyond knowledge based learning and to make it more relevant and purposeful to societies needs. Simultaneously, resources have to be mobilized to face the challenges of liberalization, privatization and globalization in order to survive in the 21st century reformation.

Keeping these facts in mind, Dispur College has formulated multiple objectives that touch every facet of the college. These objectives will help to create components of development in respect of academic, curricular, physical, economic, administrative and environmental aspects of the college. Taken compositely, these components should lead to all round quality enhancement of the institution.

Objectives have been classified as both short term and long term and the strategy formulated accordingly.

• **Academic development**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	To make education more learner-centric.	1	To combine conventional programmes with vocational self financing and professional courses in order to make academic activities more career and job oriented.
2	To motivate the students to be computer literate.	2	To teach and guide the young generation through modern techno curricular and extra curricular systems and thereby help to develop their personalities.
3	To provide the students career opportunities.		
4	Extend help to academically disadvantaged students and thereby minimize both the dropout rate and the rate of failure.		
5	To develop the academic status of all departments.		

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Inclusion of Library Classes in the regular class routine to foster the reading habit which will serve as a basis for research work later. Exercise for learning by doing will be continued. These will include field study / visits, report preparation there on, case studies, group discussion, seminar presentation, debate and practical training. Further, these will be included for evaluation. The internal assessment system will thus be extended to continuous students' evaluation system.	1	To introduce new subjects.
2	Continuance of the courses through Dispur College IT Resource Center(DCITRC)	2	Introduce new technologies in teaching and learning like the use of audio-visual aids and computerization.
3	Campus interviews by different institutions to be organized through the Career Counseling Cell.		
4	As before tutorial classes to be held on a regular basis and remedial classes to be held on the basis of requirement.		
5	Departments have been asked to build up / upgrade their own departmental libraries. Undertaking of research projects will be made mandatory. Inter college activities relating to survey works / field works will be taken up. The college will conduct seminars, visiting lectures and workshops. To increase the competency of the faculties, self-appraisal and student feedback will be made compulsory.		

- **Co curricular advancement**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	To continue the promotion of an ambience of creativity and innovations.	1	To create more avenues and to develop required infrastructure.
2	To undertake activities towards personality development of the students.		
3	To make NCC and NSS more active in national participation		

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Departments will continue the practice of organizing educational tours, students exchange programmes and other cultural activities.	1	To compete and to ascertain more participation in national and international activities.
2	Continue the practice of students' participation in joint and inter-college (State / National level) curricular and co-curricular activities.		
3	To provide financial assistance to NCC and NSS cadets for participation in national events. Leave granted for such participation. Loss in studies compensated through special classes		

- **Social Development**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	To involve in social outreach programmes.	1	To strengthen the socio-economic bond.

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Programmes to be undertaken as a part of the normal college activities through the Extension Centre and Welfare Centre.	1	Departments will be asked to render extension services to society. Studies will be involved as a part of the learning process.
		2	Teacher, guardian and students meets will be organized.

- **Environmental development**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Sensitizing the students on environmental issues.	1	To make nature and environmental education more result oriented.

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Continue the awareness programmes taken up. Inviting guest to deliver lectures on environment issues.	1	To build a recreation and environmental park in the college.
2	Continue the cleanliness drives in the neighbouring areas frequently by teachers and students.		

- **Structure and physical development**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	To strengthen the capacity of the library, class rooms, girls' common rooms, etc.	1	To strengthen the steps taken up for the up gradation of the physical facilities, the teaching learning facilities as well as library.
2	To strengthen the security of the college	2	To start a central computer facility in the college.

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Plans being taken up to start inter library borrowing. Installation of high-power transformer to enhance electrical capacity. Making the college Wi-Fi enabled.	1	Up gradation of the infrastructure as shown in the master plan.
2	Construction of the sentry post near the college entrance.		

- **Organization and management**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	To decentralize power and responsibilities.	1	To achieve greater excellence in all aspects of organization and management in order to meet the challenges of the 21 st century.
2	To strengthen the various committees and cells.		
3	To impart professional development programme for non-teaching staff.		

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Academic power has been entrusted with the vice-principal.	1	To augment the administrative, academic and financial aspects by practical planning and policy making, development of infrastructure, by the settlement of grievances, proper recruitment and training, by promoting curricular and co curricular activities and programmes by generating resources and maintaining vigil on proper utilization of funds.
2	Conducting periodic assessments and monitoring for further development. Organization of committees to help in the management and the smooth conduct of entire activities of the college.	2	To enhance the social aspects by consolidating the established cordial relationship with the various stakeholders.
3	Office management training to be conducted regularly.	3	The institution will use management techniques and technologies as far as possible.
4	Specific duty allotment to fourth grade employees.	4	To increase the welfare schemes already being practiced by the institution for all its constituencies.

- **Economic development**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Generate funds for the college.	1	To generate funds to meet the expenditure of the future.
2	Proper utilization of funds.	2	To manage the financial resources effectively so that the academic development of the 21 st century as well as the infrastructure growth of the institution can be maintained.

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	Collect funds from Distance Learning courses, such as IGNOU, KKHSOU, IDOL, and ASOS .	1	To collect funds from UGC's development grant.
2	Collect funds through self-financing courses in computer education, BBA, BCA.	2	To collect fund from HS classes.
3	Collect funds by allowing outside agencies to conduct various examinations.	3	To collect funds from self financing courses.
4	Proper auditing by recognized agency to ensure proper utilization of funds.		

- **Development of healthy institutional ambience**

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	To continue to inculcate civic responsibility among the students.	1	To become the flag bearer among all colleges in the field of green practices
2	To strengthen and increase the activities of the existing support services like welfare center, nature club, career counseling and guidance cell and Alumni Association.		
3	To impart value based education regularly.		
4	To strengthen discipline in the college campus.		

Strategies for implementation

<i>Short term (three years)</i>		<i>Long term (ten years)</i>	
1	The welfare center, nature club, the career counseling and guidance cell and the Alumni Association will be undertaking various activities for the coming sessions.	1	To look into the possibility of using solar power replacing conventional energy consumption needs of the college.
2	The wearing of uniform has been made compulsory for all students while attending college.		
3	Strict Regulation banning chewing of Ghutka in the college premises.		
4	Use of mobile phone by the students strictly prohibited.		