

THE ANNUAL QUALITY ASSURANCE
REPORT
OF
PANDU COLLEGE



**FOR THE SESSION
2008-2009**



**GUWAHATI – 781 012
ASSAM**

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PART - A

A1. New Initiatives through IQAC:

- a) IQAC has taken the initiative to prepare the format to get a written feed back on the performance of the college from the alumni, parents and community.
- b) In addition to students feed back on teachers, their feed back was also taken regarding the course curriculum, library and other infrastructure of the college.
- c) Self appraisal report of individual teachers were collected by IQAC to keep a record of the different activities of the faculties
- d) IQAC is entrusted with full responsibility of monitoring the attendance and examinations of the students of the college. Before the Preparatory Test for Final Examinations IQAC takes the responsibility of preparing the final attendance list of students of the entire College.
- e) IQAC encouraged the faculty to take up project work and research activities. Thus many teachers are engaged in research work and a few have already submitted their thesis.
- f) From the session 2007 a Prayer Session for students is regularly held in the college at 9 a.m. where the Assamese National Song is sung and is ended with a Sanskrit sloka.
- g) Pandu College has been offering under graduate courses in Computer Application & Biotechnology (Vocational) for last nine years. The college has started computer science & Biotechnology general courses in 2007. It has started commerce stream to provide better career opportunities for the students from 2005.

A2. PERSPECTIVE PLAN FOR THE SESSION 2008-2009

- a) The College has applied to UGC for one career oriented certificate course from the session 2009-10, sanction is awaited.
- b) To explore the possibilities of opening post graduate courses in certain subjects.

- c) To give information regarding job opportunities at regional, state and national levels in both government and private sector through ICGC and thus making ICGC more effective. To arrange lectures by officials working in banks, insurance companies, railways, the Public Service Commission and other recruiting agencies.
- d) To offer coaching for various sports and games particularly for volleyball and also to organize tournaments.
- e) To explore the possibility of establishing a competitive examination coaching centre for preparing interested students for various competitive examination.
- f) To develop the land for sports activities and to construct a proper playground.
- g) To organize a seminar on Political Science with financial aid from UGC in Collaboration with NEPSA.
- h) College authority is also trying to get the approval from Gauhati University for Mass Communication course in Degree level from the session 2009-10.
- i) The following new Career Oriented Courses will be offered in the coming years-
 - Bachelor Degree in Mass Communication.
 - Certificate Course in Early Child Care & Education
 - Post graduate Diploma in Plant Cell & Organ Culture.

A3. OUTCOME AT THE END OF THE ACADEMIC SESSION 2008-2009

i. Action taken during the session 2008/09

- a) The Best Department Award initiated by IQAC in 2004-2005 has been continued and in 2008-2009, it was conferred on Education Department. It carries a certificate of appreciation and Rs. 5000/- for improving departmental facilities. The award had been ceremonially handed over on 5th September 2008 i.e. Teachers' Day which is also the College Foundation Day.

- b) The annual budget was approved by GB and expenditures were made according to budget allocation. Besides annual government audit, the college also carries out internal audit.
- c) The College has got the permission to open 6 month Certificate Course in Early Child Care.
- d) College authorities has got approval for the existing commerce stream, from academic session 2008-09.

ii. Support Services

- a) Information and Career Guidance cell is a very active unit of our College and has carried out year long programme of action. The programmes have been indicated overleaf.
- b) The NSS is another very active unit of our College. The programme officer has given us detailed information of the regular activities.
- c) The Debate and Symposium section of the college regularly organizes All Assam Inter College/University Debate and Quiz Competition funded by the College.
- d) **Psychological Counseling Cell of Pandu College:**
The Pandu College Counseling Cell was established in the year 2003. It is providing Psychological Counseling to students who are in need of such counseling. Because of increasing stress and pressure on today's students, the cell is actively taking care of mental health of the college students with major problems. Help of a local Psychologist of GNRC hospital have been made available through the cell. Many students have availed of the counselor's service since the establishment of the cell. The Pandu College cell is the pioneer of such service of the region. In each session students regularly receive counseling through the Co-ordinator of the cell.
- e) The Cultural Committee of the College besides organizing various competitions also invites noted artists on special occasions like College foundation Day, Annual College Day to encourage our students.

iii. Feed Back

- a) Student's feed back on teachers were taken in November 2008. Analysis was done by IQAC and the report was sent to individual faculty members through the HODs for information and corrective measures suggested for improvement.
- b) Feed backs were also received from each department regarding their performance throughout the year (2008-2009) on the basis of which Best Department award was given to the Education department. The IQAC monitored the departments throughout the year for this purpose.
- c) Feedbacks were also taken through monitors meeting conducted in November 2008 as in the previous year. The proceedings of the meeting were recorded and reported to each department.

PART - B

B1. Activities Reflecting the Goals and Objectives of the Institution

The goal of Pandu College is to impart value based quality education to the students in a congenial atmosphere. The college tries to raise the intellectual values of the students by organizing inter-college Quiz and Debate competition through Debate and Quiz club. The campus is kept clean and beautiful to raise the aesthetic values of the students and it is declared as Tobacco Free Zone.

Numbers of students taking admission in vocational subjects like Computer Application and Bio-Technology have increased. The college is also helping the students by functioning as a centre for Pondichery Open University.

B2. New Academic Programmes Initiated

- a) With the help of the seed money of Rs. 5 lakh from UGC Certificate Course on GPS (Global Positioning System) was started in April 2008. A new syllabus had been prepared for the purpose and approved by Gauhati University. Two batches of students have already successfully completed the course. At present there are 12 students.
- b) The College has been taken as a partner Institute by IGNOU to start the following courses under its convergence scheme in July, 2008
 - i) PGDESD (1 year) – 2 students (Post Graduate Diploma in Environment and Sustainable Development.
 - ii) CDM (6 months) – Nil (Certificate in Disaster Management)
 - iii) CIC (6 months)- 10 students. (Certificate in Computing)
 - iv) BSW (3 years) – 2 students (Bachelor of Social Work)
 - v) CLP (1 month)- 7 students (Computer Literacy Programme).

The college received an amount of Rs. 4 lakh as non-recurring money and Rs. 3 lakh as recurring money to start the courses.

B3. Inter Disciplinary Programme Started

Teachers of a particular department are invited to deliver course related lectures in other departments when the necessity arises.

B4. Examination System

Three unit tests were held during 2008-09 according to academic calendar. Results were informed to the guardians along with the attendance records of the students.

B5. Academic Activity:

Principal: Three articles were published during the session.

Education :

- i) Two senior lecturers Dr. Begum Sultana Hasina and Dr. Chandana Sinha Roy provide guidance to M. Phil scholars. One scholar of Dr. Begum Sultana Hasina was awarded M. Phil degree.
- ii) Two lecturers are doing Ph. D. under G.U.
- iii) One popular lecture on yoga was organized by the department.
- iv) The Department has been given the responsibility to carry out a UGC sponsored Career Oriented Course on "Early Childcare and Education".

Economics:

- i) Two faculties Dr. (Mrs.) Minakshi Bhattacharyya and Mrs. Angana Baruah co-authored a book of AHSEC
- ii) Two faculties are engaged in Research activity.
- iii) Dr. Binita Tamuli Barman is giving guidance to M. Phil scholars.
- iv) One faculty attended 3 national seminars and two faculties attended two national seminars.

Geography:

- i) The Department is conducting a UGC sponsored Career Oriented Course on GPS.
- ii) One popular lecture was organized
- iii) Mr. Nani Gopal Sharma published a book on Environmental Studies for TDC-II yr.
- iv) Two faculties Dr. Rana Sharma and Dr. Sujit Deka are doing Major Research Project of UGC.
- v) Dr. Rana Sharma presented a paper at the annual conference of IGI in Tripura University.

- vi) Dr. Sujit Deka presented a paper in IGU commission on “The Sustainability of Rural systems” held in Spain.
- vii) One Research paper of Dr. Sujit Deka was published in international journal and one research paper was published in national journal.
- viii) One faculty Mr. Niranjana Bhattacharya has submitted his thesis to Gauhati University.

Mathematics:

- i) Dr. Mrinal Chandra Kalita was awarded Ph D degree by Gauhati University.
- ii) A popular talk was arranged by the department.
- iii) One faculty attended one UGC seminar.
- iv) Dr. Mrinal Ch. Kalita was invited as a resource person for UGC run coaching for NET, Bank P.O., SSC at Pre-Examination Training Centre at Gauhati University. One of his articles published in national journal, two articles accepted and to be shortly published in international journals.

Zoology:

- i) One faculty attended two national seminars and two state level seminars at Guwahati.
- ii) One faculty attended one national seminar and one international symposium at Hyderabad. He participated in one workshop and one training programme on Bioinformatics for research scholars and teachers involved in under graduate teaching in Life science and Biotechnology in Cotton College.
- iii) One faculty attended a national seminar and 2 faculties attended the 19th All India Congress of Zoology .

Sanskrit:

- i) The department organized a workshop on “self development” for the students as well as teachers.
- ii) Two popular lectures were organized by the Department.

- Bodo:**
- i) The faculty attended two national seminars one sponsored by UGC & the other by Sahitya Akademi and presented papers in each. He also attended two workshops organized by the above bodies.
 - ii) He also organized a translation workshop sponsored by Sahitya Akademi

- History:**
- i) UGC-ICHR National seminar was organized by the Department where 37 papers were presented by scholars from different parts of Assam as well as other parts of India. All the faculty members of the department presented papers in the seminar.
 - ii) One faculty Mrs. Navaneeta Baruah has submitted her thesis and two faculties are engaged in research activity.
 - iii) Two faculties attended a Workshop on Review of TDC syllabus conducted by Gauhati University.
 - (iii) Mrs Navaneeta Baruah attended several workshop of SCERT
 - (iv) An article of Mrs. Shirin Banu was published in state level Research Journal (KAS).
 - (v) The department conducts UGC sponsored 1yr. Post Graduate Diploma Course on Travel and Tourism management.

Assamese:

- i. Two faculties attended two national seminars and one faculty attended two Workshops.
- ii) One popular lecture was arranged by the Department.
- iii) Dr. Nilmohan Roy attended two workshops- Chairperson of one workshop in Pandu College, Resource Person in another workshop in R. G. Baruah College, He gives Research guidance to the scholars of the department of MIL, Gauhati University. Six candidates are doing Research under him out of which two have submitted their thesis.
- iv) He is also doing minor Research project of UGC.

Political Science:

- i) Three faculties are engaged in research activity.
- ii) Dr. Asha Sharma is engaged in preparing degree level text book.
- iii) Two faculties have attended national seminars and one attended state level seminar.

English:

- i. Dr. Aradhana Goswami is an Examiner of Ph. D. Thesis of Bangalore University and M. Phil thesis of Periyar university at Salem.
- ii) Mr. B. Deka edited and revised 'English Essays' a Text Book for B. Sc. Students of Gauhati University. His book 'Markin Sahitya Rup aru Rekha" was published by Jagaran Sahitya Gosthi,
- iii) Two faculties attended two National Seminars and two faculties attended one seminar and one faculty attended one seminar.
- iv) Mr. Sanjib Barman has been selected to carry out Minor Research Project of UGC. He is also the Co-ordinator of the UGC sponsored course –Functional English.
- v) A lecture on 'Romanticism' was organized by the department.
- vi) A profile of the department was released.
- vii) Dr, Aradhana Goswami and Dr.Jolly Baruah were subject experts for selection of lecturers in English at Dudhnoi college, Goalpara

Chemistry:

- i) Dr. Gitali Baruah was awarded Ph D by G.U.
- ii) Two faculties are engaged in Research work.
- iii) Mr. Sanchay Jyoti Bora jointly published of one paper in a Research Journal.
- iv) Mr. Manoj Sharma is doing minor research project funded by UGC. He presented a paper in a seminar of Assam Science Society.
- v) One paper of Ms Rimki Bhattacharya was published in an Indian journal of Chemistry.

- Hindi:**
- I) One faculty is doing M. Phil.
 - ii) One popular lecture was organized by the Department
 - iii) Two faculties attended International Conference on Linguistics, organized by NEHU

Philosophy:

- i) Two faculties are engaged in research work.
- ii) Dr. Mayuri Barman qualified for Doctorate degree.
- iii) One popular lecture was arranged by the Department.
- iv) Mrs. Urmimala Hazarika's article "Bioethical Dilemma and Teaching of Sankardeva" was published in "The Philosophy of Sankardeva. An Appraisal" She was invited as a resource person for Refresher Course in Logic, organized by Academic Staff College, G.U.
- vi) One faculty attended three national seminars and one faculty attended one national seminar.

Botany:

- i) One faculty is doing Post Doctoral Research
- ii) One faculty attended one national seminar and one faculty attended two National Seminars.
- iii) Two faculties Dr. Riju Kakati and Mrs. Dulumani Saharia attended a workshop and presented papers which was sponsored by UGC.
- iv) Mrs. Dulumani Saharia selected for Minor Research Project by UGC.

Physics:

- i) Two articles of Dr. Dipali Das (Kar) were published in Journal of Assam Science Society (INP) Vol-47 and Vol-48.
- ii) One faculty attended Faculty Development programme of ICFAI.
- iii) One faculty attended one workshop in Gauhati University.
- iv) One faculty is doing Research work.

Statistics:

- i) One faculty is doing Minor Research Project .
- ii) One faculty completed M Phil.
- iii) One faculty is engaged in Post doctoral Research
- iv) Two faculties are members of C.C.S of UG course of G.U.
- v) One faculty member, Dr. Giti Goswami is Ph. D. supervisor of G.U.

Biotechnology:

- i) An article of Dr Aniruddha Sarma published in "Indian Perfumer Vol 52. He attended an international conference organized by University of Hyderabad.
- ii) Dr. Debabrat Baishya is the author of a book "Fish Fermentation in India : Traditional to Modern Approach",
- iii) He is Asst. Editor of the Journal "Journal of Applied Bio science and Bio Technology," An article of his was published in Vol-4 of the Journal. An article published in Brazelian Journal of Microbiology.
- iv) He attended a national seminar.

Bengali:

- i) One faculty is engaged in research.
- ii) Two popular lectures and one workshop was organised by the Department.
- iii) Ms. Sipra Das is a member of course curriculum, G.U.
- iv) Mr. Shantanu Roy Chowdhury was invited as Appointed speaker in a Talk on Modern Bengali Poetry organized by Lalit Ch. Bharali College.

Commerce:

- i) Two faculties are engaged in M Phil work and one faculty is engaged in research work.
- ii) Two faculties attended one national seminar.

Computer Science:

- i) One faculty is doing Ph. D.

Librarian:

- di) Completed training cum workshop programme at Indian Institute of Science, Bangalore.
- dii) One paper published in Festschrift Volume.
- diii) Jointly edited Festschrift Volume published by Assam College Librarian Association.
- div) Dr. Mukut Sharma was awarded Ph. D Degree by Gauhati University.

B6. Total number of Seminars/ Workshops Conducted

- (i) A total of 100 seminars were conducted by the various departments of the College for the students.
- (ii) Several Departments organized a total of thirteen popular lectures by inviting noted faculties and eminent scholars from outside the College.
- (iii) The History department organized a National seminar on “Status of Women in Colonial Assam” in September 29th & 30th, ‘2008 in the College, sponsored by UGC and ICHR
- (iv) The Malati Das Memorial Committee of the college organised a lecture on “The Myth of ‘Two Cultures’ “, which was delivered by Dr. Amarjyoti Choudhury former Vice Chancellor of Gauhati University.

B7. Research Projects**Details of Research Work**

Three faculties of the College have been awarded Ph. D degree in 2008-2009

- (i) Dr. Mayuri Barman, a faculty of Philosophy Department has been awarded Ph. D. Degree for her thesis titled “**Man and Superman in the Philosophy of Nietzsche**” by Philosophy Department of Gauhati University in 2008-09
- (ii) Dr. Mrinal Chandra Kalita, a faculty of Mathematics Department has been awarded Ph. D. Degree for his thesis titled “**A study of Fuzzy**

Algebraic Structures: Some special types.” by the Mathematics department of Gauhati University.

- (iii) Dr. Gitali Baruah, a faculty of the Department of Chemistry has been awarded Ph. D Degree for her thesis on **“Catalytic Destruction of Organic Pollutants in Water”** by the Chemistry Department of Gauhati University.
- (iv) Dr. Mukut Sharma, librarian was awarded Ph. D Degree for his thesis titled **“Prospects of Application of Information Technology in Academic Libraries of Assam: A study”** by the Library and Information Science department of Gauhati University
- (v) Three faculties, Dr. Projit Das of Physics Department, Dr. Giti Goswami of Statistics Department and Dr. Nilmohan Roy of Assamese department are recognized guides for Ph D and M Phil scholars of Gauhati University.
- (vi) Three senior faculties Dr. Begum Sultana Hasina & Dr Chandana Sinha Roy of Education Department and Dr. Binita Tamuli Barman of Economics Department give guidance M. Phil scholars.

B9. Major Research Project Awarded

Title of the project	Duration	Funding Agency	Year of award	Budget sanctioned
Dr. Rana Sarmah (Geography) : Estimation of suspended sediment yield from Mora Dhansiri River catchment of Darrang District of Assam	3 years	UGC New Delhi	February 2009	8,95,300/-

Title of the project	Duration	Funding Agency	Year of award	Budget sanctioned
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Dr. Sujit Deka (Geography): Evaluation of Wastelands for Sustainable Development of Jia Bharali River Watershed of Sonitpur Dist. (Assam)	3 Years (2009-2012)	UGC New Delhi	February 2009	4,70,800/-
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B10. Minor Research Project

Title of the project	Duration	Funding Agency	Year of award	Budget sanctioned
Mr. Dipjyoti Barman (Mathematics) : " A study of some MHD... Medium	1 year	UGC New Delhi	March 2009	1,50,000/-
Dr. Mrinal Ch. Kalita(Mathematics) : " A study of ringsfuzzy sib rings"	1 year	UGC New Delhi	March 2009	1,50,000/-
Mrs. Dulumoni Saharia (Botany) : "Melissopalynological....lkamrup dist.	1 year	UGC New Delhi	March 2009	1,70,000/-
Mr. Niranjan Bhattacharyee (Geog.): "Flood and Impact.....river basin, Assam".	1 year	UGC New Delhi	March 2009	1,16,000/-
Md. Rafiqul Haque (Hindi) : "A study of the Philosophical.....kamayani"	1 year	UGC New Delhi	March 2009	1,40,000/-
Mr. Sanjib Kr. Barman (English) : "Delineation of human....Interpreter of Maladies".	1 year	UGC New Delhi	March 2009	1,50,000/-
Dr. M. Sarmah (Librarian) : "Study on information in College Libraries of Guwahati City & Planning for Resource Sharing".	2 years	UGC New Delhi	March 2009	1,00,000/-

B11. Extra Curricular Activities

- a. Mrs. Urmimala Hazarika delivers talks on Philosophy in AIR; Mrs. Maitreyee Sharma is editor of a book "General Philosophy" for K.K.H. Open University. She is an appointed writer by AHSEC for Text book of H.S. new syllabus
- b. Dr. Rana Sarmah was the writer of a school level text book on Social Studies published by SCERT
- c. The Bodo department published one Wall Magazine and one News Magazine annually. The faculty edited a Text Book for class IX published by Assam state Text Book Production Corporation Ltd. He has prepared and authored reading materials for MA in Bodo (Institute of Distance and open learning, Gauhati University)
- d. Mrs. Ila Barua was the editor of the souvenir published on the occasion of the UGC and ICHR sponsored national seminar on "Status of Women in Colonial Assam" conducted by the History Department.
- e. Mrs. Navaneeta Baruah had been invited as resource person three times for training of NSS Programme Officers on Social Harmony & National Integration. She is associated with writing of high school text book on social science and has attended several workshop of SCERT
- f. Mrs. Shirin Banu presented a paper on "Adventure Sports in the NE" in a National Workshop on Adventure sports conducted by Ministry of Youth Affairs and Sports.
- g. Ms. Sipra Das is a member Akhil Bharatiya Sahitya Parishad, Sanskrit Parishad, Member of Central Committee of H.S. School, editor of a Literary Magazine.
- h. Mr. Shantanu Roy Chowdhury is involved in curriculum designing for school students under SCERT. He is involved in Text Book publication & translations which are approved by SEBA is a programme officer of NSS, Pandu College, organized an NIC sponsored by Ministry of Youth Affairs and Sports at Pandu College, member of Folkloristic Education and Research Institute, Kolkata. Acted as a resource person in a seminar on International Mother Tongue day 'organised by

Vyatekran a Bengali monthly magazine. Joined Training of Trainers (TOT) on Youth in Social Harmony & National Unity organized by Ministry of Youth Affair and sports in Raichur, Karnataka.

Acted as Resource person for training NSS programme officers at Don Bosco Institute, Guwahati and again at NEHU in Meghalaya. He is a member of management committee Vidya Mandir H.S. school, Vidya Niketan High School, Member Governing Body, West Guwahati Commerce College, Chairman L.P- M.E. Teacher selection committee, Kamrup District

- i) Dr. Timir Dey is a member of Folklorist Education & Research Institute, Jadavpur University. He was the editor of a souvenir of a socio-cultural committee. He did translation work of two Assamese short stories of Sr. Homen Bargohain (Hati) and Dr. Syed Abdul Malik (Hari Masterer Dukan) He is the Zonal Officer of H.S. (Arts) Zone
- j) The following departments publishes wall magazines annually –
Biotech, Zoology, Physics, Economics, Philosophy, English, Assamese, Mathematics, Hindi statistics, Political Science, Sanskrit, Botany, Education, Chemistry and Geography
- k) The department of Education, Bodo and Hindi publishes annual Magazine
- l) One article of Dr. Nilmoan Roy was also published in the souvenir of national seminar. He was chief appointed lecturer in Rabindra Jayanti organized by Assam Sahitya Sabha. He was resource person in the seminar on Bishnu Rabha & Assamese cultural. Several articles written by him are published in newspapers. He is the editor of a souvenir on Assamese culture. He is the Appointed Chairperson and Lecturer in Netaji Jayanti organised by Pandu Railway committee .
- j) An article of Mr. Rafiqul Haque was published in the souvenir of UGC and ICHR sponsored national seminar of History Department.
- k) One article of Dr. Sabita Devi and Dr. Chandana Sinha Roy was also published in the above mentioned souvenir.
- l) Dr. Chandana Sinha Roy is working on UGC sponsored programme on ECCE . She is a member of Council of Teacher Education, North East Forum for Value Education.

- m) Dr. Aradhana Goswami wrote a novel 'Nepothy Sangeet' which was published by Jagaran Sahitya Gosthi, Dr. Aradhana Goswami and Dr. Jolly Barua each wrote one article for the souvenir published on the occasion of the UGC and ICHR sponsored national seminar conducted by the history department of the college. Mr. Bhubaneswar Deka wrote one short story for the souvenir. He regularly contributes stories and articles to local dailies, magazines in Assamese and English.
- n) Dr. Rana Sarmah was the writer of a school level text book on social studies published by SCERT
- o) Dr. Mrinal Kalita published one poem in the souvenir. He published a short story collection titled 'Anusheelan'. Mr. Dipjyoti Barman translated a text book for Assam Higher Secondary Education Council He regularly organizes seminars and workshops relating to HIV/AIDS prevention as member of NGO NEFELUR.
- p) Computer Science Department organised one short training course for staff (Teaching & Non-teaching) of the college.
- q) Dr. Debabrat Baishya Executive member of NE Biotechnological Association, Guwahati, Member Assam Science writers Association . He is the editorial assistant of the journal "Journal of Applied Bioscience and Biotechnology." Dr. Anirudha Sarma is the President of a NGO 'DREAMS'. He is sub editor of an Assamese magazine 'Mandakini'.

B12. Internal Resource Generated by the College

Sl. No.	Head	Rupees
1.	Hostel	Rs. 1,36,000/-
2.	Photocopy	Rs. 14,146/-
3.	Computer Application	Rs. 45,000/-
4.	Biotechnology	Rs. 52,400/-
5.	Room Rent	Rs. 1,26,600/-

B13. Activities of NSS, 2008-09**i. Important Activities:**

1.	31 May/2008	World No Tobacco Day observed
2.	11 July/2008 to 20 July/2008	Ten Day's College level Special Camping Programme
3.	August/2008	NSS Volunteers took part in Polio Mopup programme on 17 August, 7 September/08 and 28 September/2008 (Three Polio Sundays). They organized street processions, National programmes, Awareness leaflet distribution etc. on 16 August, 6 September and 27 September, 2008
	20 August/08	Observance of 'Sad Bhabna Divas' and Akshay Urza Divas'
	23 August/08	A team of Disaster Management experts from the Asian Disaster Preparedness Centre, Bangkok, Thailand & Minister of Home Affairs GOI New Delhi Visited Pandu College. College D.M. Plan released
6.	3 Sept./08	Seminar of Eye Donation, as a part of National Eye Donation Fortnight in collaboration with District Blindness Control Programme (DBCS), Kamrup (Metro)
7.	10 Nove/08	University level Inter College Poster Competition on United Nation's Millennium Development goals organized.
	19 Nove./08	Week long Quami Ekta Week observed and as a part of it
	25 Nove./08	A seminar on National Integration and Inter Educational Institute Elocution, Art, Essay Competition organized.
8.	01 Dec./08	World AIDS Day observed
	01 Dec./08	National Integration Camp (NIC) organized at Pandu College sponsored by Minister of Youth Affairs & Sports, Govt of India, New Delhi. A total no. of 11 teams from seven states & 8 Universities of Andhra Pradesh, Arunachal Pradesh, Bihar, West Bengal, Assam, Orisa & Haryana took part
9.	12 Jan./09	National Youth Day Observed

ii. Participation in Regional, National International level NSS Camps:

1.	Bimanjyoti Das, Debajyoti Das and Bhanita Kalita participated in Pre-Republic Day Parade Camp in Orissa from 14-11-2008 to 23-11-2008.
2.	A team of 40 NSS Volunteers participated as Volunteers in an International Conference on "Blending Education, Science and Spirituality for a better World" at Guwahati Organized by the Council for Teacher Education, Assam Chapter.
3.	A seven member team of NSS Volunteers along with the P.O. participated in National Integration Camp for Women at Sindhnur, Karnalaka from 25-01-09 to 31-01-09
4.	Bimanjyoti Das participated in an Inter state Youth Exchange and Home Stay Programme in Rajasthan from 20-03-09 to 30-03-09

B14. New appointment Teaching/Non-Teaching

1. Lecturer – Assamese, SLET -1
2. Lecturer – History, SLET -1
3. Lecturer – Zoology, Ph. D -1
4. Lecturer – Zoology, NET –1
5. Lecturer – Hindi, NET -1
6. Lecturer – Chemistry, NET -1
7. Lecturer – Geography, SLET -1
8. Lecturer – Bodo, NET/SLET -2
9. Lecturer – Computer Science -1
10. LDA – 2
11. Grade –IV-6

B15. Teaching / Non Teaching Staff Ratio: 2008-2009 = 5:2**B16. Improvement in the Library Services**

- a) The library has created Research Section. Some of the collections in this section are: Census of India Reports since beginning to present date, Statistical data of India and its states, Housing Atlas, Administrative Atlas, Language Atlas, Scheduled Tribe Atlas of Assam, Bio-diversity of Assam, Tea Industry of Assam and Revenue Administration of Assam? Handbook of Government Circulars, Report of Assam Agriculture Commission, Handbook of General Circulars Economic Survey of Assam, Assam Handicraft Survey Report, Assam District Gazetteers, Migration Tables, Economic Tables, Social & Cultural Tables, Housing Report Tables and so on.
- b) The Library received a Grant of Rs. 5, 00,000.00 (Rupees five lakh) only from Directorate of Higher Education (DHE), Govt. of Assam for purchasing of Books, Journals and Equipments. Whole amount has been utilized.
- c) Some new equipments have been added to the library in the last session as shown below:
Computer, Speaker, Barcode Scanner, Head Phone, Dot Matrix Printer, Hard Disc (External), UPS, Web Camera and Norton Antivirus etc.

- d) One dedicated telephone line with a Broadband Internet connection from BSNL has been installed in the Library to provide Web-based services to the library users.
- e) The Library has been given one T. V. recently by the college.
- f) This year also Best Reader Award has been presented to student who has made the best use of the Library.
- g) Some furniture have been added to the library as shown below:

Item	Description	Amt. Spent
Book cases (Steel)	16 nos.	Rs. 2,19,240.00
Computer Accessories	One PC and others	Rs. 70,388.00
Computer Table	Two	Rs. 9,348.00
Total:		Rs. 2,98,996.00

- h) New Books added to the Library during 2008-09

Source	Amt. Spent	No. of Copies
State govt. Grant	Rs. 3,39,185.00	1555
Library Fund	Rs. 61,800.00	207
Donation	Rs. 27,138.00	174
Total:	Rs. 4,00,984.00	1762

B18. Action Taken:

- a) Students Feed Back on teachers were taken in a confidential manner and after proper evaluation was reported to each teacher through the H.O.D. of each Department giving them scope to know their strength and weakness. Monitors meeting as in previous year was held in the month of November 2008 and the feed back was properly recorded and reported to each Department individually in a confidential manner.

B19. Unit Cost of Students

- (i) Without
the salary of teaching & non teaching staff
= Rs. 5036/-
- (ii) With the salary of the teaching and non teaching staff
= Rs. 10,489/-

B20. Computerization of Administration and the Process of Admission and Examination Results, Issue of Certificate

Admission and accounting process is completely computerized and implemented. Certificates are issued by computers but examination process is not yet computerized.

B21. Increase in the Infrastructure Facility

- a) Construction of spacious Computer Science lab has been completed.
- b) The 20 KV generator is regularly maintained which is necessary due to frequent power cuts and in addition to this a 45 KV generator has been installed.
- c) Renovation of Laboratories of all Science departments have been completed.
- d) Construction of another girls' hostel is going on.
- e) Construction of multigym and boys lavatory is in progress.
- f) Construction is going on for accommodation of major Research Projects.
- g) Renovation of library yet to be started due to paucity of funds.
- h) Renovation of playground is in progress.

B22. Technology up Gradation

- a) Total number of Computers purchased: Computer Department – 10, Office- 2, Librery-1
- b) Broad Band Internet connection is maintained.

B23. Computer and Internet Access

- a) Almost all the office staff is computer trained.
- b) The College has its own website where the latest information regarding the college can be availed.
- c) Providing Access to Information

Our College library have been computerized 4 years ago using SOUL, Library Management Software. We now intend to augment the computerization of library and become part of the network of the University & Colleges under UGC, for this the College will tie up with Infonet for software & resources.

Internet Access is now provided to all the students in “Search room” on an hourly payment basis. We would like to popularize the use of IT much more by making it completely free for all students and staff after a nominal amount is paid at the beginning of the academic session. This facility is also extended to the college library. With this we hope to provide access to other libraries & make IT an essential component of teaching learning process.

B24. Financial Aid to Students

39 economically backward students received financial aid from Students Welfare Fund, the total amount being utilized was Rs. 30,740/-

B25. Performance in Sports Activities:

- a) The students of Pandu College joined the Inter College Volleyball tournament at Puranigudam in Nowgong and was rewarded with second position
- b) The teachers of the college participated in the S. N. Baruah Memorial Inter College (Gauhati University) Teachers’ Cricket Tournament-2009 and was awarded the third position.

B26. Student Achievement and Award

- a) Chandan Das – Best Dancer (Folk Dance competition organized by All Indian Multi Lingual Dance Festival/08)
- b) Biva Kalita and her group was awarded for their performance of Bihu Dance in International Trade Fair.
- c) Biva Kalita and her group received best participant award in Bihu Dance competition organized by Duddupui College, Karnataka (Inter Stale Folk Dance Competition) date 25-01-09 to 31-01-09
- d) All Assam Inter College Bishnu Rabha Sangeet Competition- Shampa Basak received a special prize for her outstanding performance
- e) Chandan Das and his team received **Gold Medal** in Inter University Youth Festival in Maharshree Saraswati Dayanand University (Azmeer) date-02-02-09 to 03-02-09.

- f) The Malati Das Memorial Committee gave an award to the best science graduate and best arts graduate of the college.

B27. Activities of the Guidance and Counseling Unit

- a) ICGC: Placement Interview conducted in association with WIPRO (BPO), Kolkata-22nd August, 2008 - Five Students were selected.
- c) Campus Interview conducted by AIRCELL – 22nd August, 2008 – Seven Students were selected.
- d) Interactive Session was organized with US Embassy, New Delhi, Resource Person was: Ms. T. Rigler, Dy. Spokesperson, US Embassy, New Delhi
Topic: US Presidential Election and Higher Education
- e) Personality Development Camp was organized on -26th October, 2008 in association with Rotary Club, Guwahati West.
- f) ICGC has been promoting its registered students to different guidance cell of Gauhati University and Entrepreneurship Development Cell of Cotton College. In this way the cell provides the students a wider platform to choose their career options. More than 35 students got selected by different reputed companies.
- g) From this session ICGC has arranged some regular routine classes along with other subjects. Each week a section gets minimum of 2 classes regularly.

B28. Annual Report of NCC

- 5th April 2008 : Monthly firing camp at Narengi Firing Range. 10 cadets took part in the camp
- 2nd May to 7th May 2008 : SSB coaching for cadets at HQ 4 CORPS, Tezpur
- 20th June to 21st June/08 : Social work by NCC cadets at Assam State Zoo.
- June 2008 : 30 students of Pandu College took admission in the First year NCC for the session 2008-09.

- June 2008 : 78 cadets of First year are promoted to the Final Year and all of them have been admitted in the session 2008-09.
- 11th July 2008 : Paryavaran Divas observed in the college premises and 50 nos of sapling plantation done.
- 8th Aug'08 to 17th Aug'08 : 20 Cadets took part in the Annual Training Camp
- 11th to 20th August 2008 : 20 cadets took part in the Annual Training Camp.
- Sept.'2008 : NCC Cadets were present in uniform on the stage during the open session of the College Freshmen Social.
- 28th and 29th Sept'08 : In both the two days of the National Seminar (organized by the History Dept) the NCC Cadets were present in uniform and offered gourd of honour to the invited distinguished guests which includes the Education Minister of Govt of Assam, former DGP etc.
- 15th Oct'08 to 24th Oct'08 : 20 Cadets took part in the Annual Training Camp
- 4th Sunday of Nov.'08 : NCC Day observed in the College premises. Campus cleaning had been carried out on the occasion. A colourful cultural function was held and the cadets took part with their various performances.
- 28th Dec'08 : 21 Cadets took part in the Cleaning Operation carried out at the Umananda Peacock Island in collaboration with the NGO SPOT.
- December, 2008 : 1 Cadet participated in the Pre-republic Day Parade

- 1st Week of Jan'09 : Cadets were present in the Flag Hoisting of College Week and in the other important programme of the college week.
- 11th Jan'09 to 20th Jan'09 : 20 Cadets participated in the Annual Training Camp
- 18th Jan'09 to 27th Jan'09 : 20 cadets took part in the Annual Training Camp.
- 19th Jan'09 to 20th Jan'09 : 10 Cadets participated in the Army Attachment Camp
- 17th Feb.'09 : 22 cadets appeared in the 'B' certificate exam. conducted by NCC HQ Shillong
- 14th March 18, 2009 : 10 cadets appeared in the 'C' certificate exam. conducted by NCC HQ Shillong

B29. Any other relevant information the institution wishes to add

Pandu College has two hostels viz. Boys' Hostel and Girls' Hostel for its needy students. Both the hostels are one of the bests among city hostels. They are situated within the College campus in a healthy and secured environment. The hostels have easy access to Bus and Railway stations and Airports. Regular city buses are plying on the city road, which is, located one minute walking distant from the hostels. Both the hostels are unique in the city of Guwahati so far as rules, regulations and discipline of the educational institutional hostels are concerned. From the very inception, the hostels bear a cosmopolitan culture, which helps the boarders to develop the spirit of brotherhood and national integration. "PRAYER MEET" at the evening in both the hostels is a unique feature, which highly helps the boarders to concentrate their minds to devote for learning.

Pandu College hostels have a strong and effective administrative base comprising the following members:

1. Principal (Overall administrator)
2. Two Superintendents (Executive administrator)
3. Monitor/Monitress (Selected from among boarders)
4. Assistance Monitor/Monitress (Selected from among boarders)

Boys' Hostel:

Four seated room : 16

Total No. of seats: 64

Every room of the hostel is furnished with a bed, study table, chair and bookshelf for every boarder. Besides the hostel has well equipped visitor's room, dining hall, kitchen and store room.

Girls' Hostel:

Total No. of rooms: 24

Single seated room: 2

Double seated room: 15

Triple seated room: 4

Total No. of seats: 61

Facilities (Common to both the hostels):

The hostel administration leaves no stone unturned to provide basic facilities like sanitation, telephone, television, continuous water supply, electricity, medical, library, etc. Besides. It regularly organizes recreational/educational tours to Greater Guwahati City and its vicinity area and co-curricular activities (Yoga training wall magazine, thought for today writing, etc.) for its boarders.

1. Movable and immovable properties acquired during 2008-09

- Worth of Rs. 46.50 lakh

B30. Innovations in curricular design and transaction:

Teacher representatives from many departments of this institution take active role in designing the curricular, being member of the curricular committees of the Gauhati University.

PART - C

Detailed Plan of the Institution for 2008-2009

C1. Infrastructure Building

- a) To undertake the construction of an indoor stadium, the boundary wall of which has already been completed. Fund has not yet been received though the proposal had been sent to state government for an amount of Rs. 6 crore. Grants still awaited
- b) Construction of Science building proposal had been sent to DONER the amount being Rs. 7 crore is still awaited
- c) Construction & renovation of Arts faculty with fund from UGC for which proposal has been sent for about Rs. 3 crore is still awaited
- d) For renovation & extension plan of Library a Rs. 31 lakh plan has been submitted to UGC the sanction of which is still awaited.
- e) Construction of Women's Hostel with the grants of Rs. 20 lakh is going on.
- f) Constructing additional rooms for research activities in the College
- g) Constructing new spacious room for Mutigym.
- h) Constructing a residential quarter to accommodate the superintendent of the Girls Hostel.
- i) Constructing a new auditorium to accommodate 1500 students in the College

C2. Administration of Finance

- a) Centralized inventory service is to be made more effective.
- b) Full functioning of all sub-committee for different works.
- c) Maintaining the present system of administration through collective leadership.
- d) Efforts are made to increase the internal resources.
- e) Opening of job oriented courses like PGDTTM has helped in the college finance.
- f) By mobilizing college surplus fund in the form of fixed deposits also generates resources.

C3. Academic Affair

- a) All the existing system regarding admission, regular holding of class tests and unit tests will be retained.
- b) Emphasis regarding holding of tutorial and remedial coaching classes are to be maintained.
- c) Student Assessment of teachers will be carried out in the month of October 2009 and the results will be informed to the concerned teachers. Planning course content etc. will be taken in the month of May 2009.
- d) Examination results of each department will continue to be informed to the department and the measure to improve the results will be suggested through IQAC.
- e) "Best Department Award" will be continued for improvement of teaching -learning and evaluation. Also teachers obtaining general achievement will be felicitated.
- f) Books purchased in the library to be made more meaningful. Awareness for readership to be increased by the effort of the library committee.

C4. Facilities

- a) Offering financial assistance to poor and meritorious students will be continued from Students' Welfare Fund. Also students securing first class marks in Part-I and Part-II and Part- III examinations be felicitated and some financial assistance will be offered.
- b) Financial assistance during the admission will be offered to students in sports, games and other fields who at least represented the state in national level contests.
- c) Students coming from other states will be offered special attention through ICGC.
- d) Cultural exchange programme among the colleges of Assam will be organized in the month of Nov/Dec-2009
- e) Yoga, Mental Health and Childcare etc. courses (certificate) will be introduced depending on the seed money received from UGC in Oct/Nov-2008.

- f) Activities of Alumni Association will be activated.
- g) A voluntary blood donor's cell through NSS, disaster management cell will be formed and training will be offered to the member students of NSS and NCC.
- h) Upgradation of vacant land for sports activities.
- i) Awards for excelling in academic and extra curricular activities to teachers.
- j) Education extension cell will be made operational.
- l) The proposal of the NSS unit of the College to adopt a village for the development in the field of education, health & sanitation, sports and agriculture and also self-finance through SHG is continuing.

(Shirin Banu)
Signature of Coordinator, IQAC

(Dr. Bhubaneswar Bora)
Signature of the Principal
