

INTRODUCTION

The present Internal Quality Assurance Cell (IQAC) of the Handique Girls' College has the following members:

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|---------------------------|---|
| 1. Dr. Indira Bardoloi | Principal (Chairperson) |
| 2. Dr. Lekha Dutt | Vice-Principal (Member) |
| 3. Prof. P.J. Das | Governing Body's Nominee (Member) |
| 4. Prof. B. K. Sarma | Governing Body's Nominee (Member) |
| 5. Prof. D.C. Baroowa | Nominee from local society (Member) |
| 6. Dr. Saroj Barua | Nominee from local society (Member) |
| 7. Mrs. Aditi Choudhury | HOD, English (Member) |
| 8. Dr. Gopal Bardoloi | HOD, Economics (Member) |
| 9. Mrs. Minakshi S Pathak | HOD, Philosophy (Member) |
| 10. Dr. Adity Bhuyan | Convenor, Examination Committee (Member) |
| 11. Mrs. Mridula Barua | Convenor, CPE Scheme (Member) |
| 12. Dr. Mitali Goswami | Convenor, Academic Committee (Member) |
| 13. Mr. Rajib Kr, Das | Convenor, Finance Committee (Member) |
| 14. Mr. M.C. Talukdar | Convenor, Construction Committee (Member) |
| 15. Dr. D.M. Kumar | Secretary Teachers' Unit (member) |
| 16. Mrs. Sumana C. Sarma | Librarian |
| 17. Dr. Dipali Roy | Teacher (Member) |
| 18. Mr. Shakeel Zamal | Teacher (Member) |
| 19. Dr. Utpal Dutta | Co-ordinator. |

The Annual Quality Assurance Report (AQAR) of the IQAC

Name of the Institution:

Handique Girls' College

Guwahati, PIN –781001, Assam

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Year of the Report:

July 2007 to June 2008

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.

PLAN OF ACTION

The plan submitted in the Part C of the AQAR Report for the year 2006-07 was used as a guide to prepare the plan of action adopted by the IQAC for the session 2007-08. The plan tried to address the total learning environment of the institution and had the following components:

1. Improving physical facilities available in the academic campus by focusing on the addition of new classrooms, increasing space available for the library and pursuing the initiative for an auditorium.
2. Creating additional toilet and drinking water facilities in the teaching campus.
3. Undertaking maintenance and development work in the Hostel facilities with the objective of improving the available facilities.
4. Improving present access to IT facilities in the College, with the thrust being on creating a more favourable user: computer ratio, ensuring broadband connectivity and training users.
5. Improving library services by computerization of library functions, new acquisitions and enhancing access.
6. Holding faculty development programmes.
7. Providing students with opportunities to engage in meaningful co-curricular activities.
8. Assessing the feasibility of introducing new courses of study.
9. Strengthening of the outreach programme
10. Implementation of the UGC's CPE Scheme.

OUTCOME

1. A grant of Rs. 20 lakhs was sanctioned by the Chief Minister of Assam for renovation of two floors of an existing building for use as the library. This work has commenced and is continuing.
2. The College has committed its own resources for the complete renovation of the Hostel Dining Room and Kitchen complex. This work is in progress. Also, the old electrification and plumbing are being replaced in the Hostel campus and a new boundary wall will be constructed.
3. The College has utilised funds received under the Government of Assam's Buniyaad scheme, to renovate the Students' Day home on the top floor of the Science Block. This has provided the College with a Multiutility room suitable for holding seminars and conferences.
4. A grant of Rs. 30 lakhs was received from the UGC, under the CPE Scheme, for the upgradation of laboratory facilities in the Science Departments, viz., Botany, Chemistry, Home Science, Physics, Statistics and Zoology. The grant will be utilised in renovation of the teaching laboratories of the beneficiary departments and in acquiring essential laboratory equipment to support better learning.
5. The Central Computer Centre has been set up and 15 computers installed, with funds received under the CPE scheme. The Centre has been equipped with an 11KVA UPS, is networked, and has broadband internet connectivity. The Centre has a capacity to accommodate another 15 computers, which will be acquired with the 2nd instalment of the grant received under the CPE scheme, on its LAN.
6. Open space created within the campus by demolishing old structures was levelled and made available for various outdoor activities.
7. In a bid to provide access to safe drinking water in the College, 5 nos. of Aquaguard Water purifiers were purchased and installed in the teaching campus.
8. During the session, 348 new books were added to the library collection. In the same period the College also subscribed to 11 newspapers and 9 periodicals. The computerization of library functions is continuing with data entry reaching completion and the LAN is being installed in the renovated library building.
9. The Faculty development initiatives during the session included the organization of a two-day workshop on Computer Applications for the teachers of the College on January 10 – 11, 2008 and a workshop on Promotion of Women's Studies in Higher Education on May 17, 2008. The College, in collaboration with the IGNOU, organised an Awareness Programme on the 'Right to Information Act' on May 24, 2008, in which the College faculty participated.
10. In an effort to effectively engage the students and provide them with an enriching learning experience, the College has launched a number of Student Activity Groups. These groups are expected to encourage and nurture the special talents

of the students and also contribute to the development of the qualities of head and heart. The Student Activity Groups currently in place include a group for Music, Dance and Theatre, a group for Creative Writing and a group for Photography. There is also an Adventure Sports Promotion Cell which has been formed in the College.

11. The College has started the formalities for introducing the BCA and PGDCA programmes from the next session. In this context, it needs to be mentioned that the College has received 31 nos. of computers, including one server, a 9 KVA UPS, networking materials and computer lab furniture in March 2008, from the North East Council, Shillong under the IT Scheme for promotion of professional training in IT.

The College is also exploring the feasibility of introducing Microbiology at the undergraduate level.

PART B

1. Activities reflecting the goals and objectives of the institution:

The College's stated goal is "The Advancement, Development and Empowerment of women by imparting quality education"

In keeping with this goal, the college, through the education it provides, seeks to attain the following objectives.

- To encourage women to strive for the optimum development of their potential.
- To enable women to become fully aware of their rights and responsibilities as equal human beings, so that they can avail of all opportunities without any discrimination.
- To ensure active and equal participation of women in the process of decision-making in social life.
- To inculcate a scientific temper in women, in order to reorient societal attitudes and prejudices.
- To build partnerships with different societal groups, particularly women's groups, working in the fields of healthcare, career guidance, employment opportunities and other related areas.

The academic and co-curricular activities undertaken by the different teaching departments, and also by the College as a whole, were in pursuance of the stated goals and objectives of the institution. A brief review of these activities is given below:

Assamese Department

The Department released its Wall Magazine '*Xandiquoi xubas*' in September 2007. The 5th issue of Departmental journal, 'Uttaran', edited by Ms. Karabi Basumatary, Lecturer in the Department, was also released by Dr. Anjali Sarma, former Head of the Department of Assamese, Handique Girls' College.

An invited lecture on 'Comparative Literature' was delivered in the Department by Ms. Lipika Talukdar, Lecturer in the Department of Assamese, R.G. Barua College, Guwahati in November, 2007. The lecture was well attended by the faculty of the College and students of the Department.

Continuing with its initiative on invited lectures, the Department organized a popular talk on 'Bakya Tattva' (Assamese syntax) on December 8, 2007. The talk

was delivered by Prof. Phanindra Narayan Dutta Baruah, a renowned linguist and former Deputy Director and Professor of CIIL, Mysore.

The Department in a function organized on December 9, 2007, gave away the Harish Chandra Bhattacharyya Award, Rajabala Das Memorial Award, Radha Kanta Handique Memorial Award and the Dr. Nirmal Prova Bordoloi Academic Award to students of the Department for excellence in academics.

Bengali Department

The Department invited Dr. Sumita Choudhury, a distinguished academician and its former Head to speak on Rabindranath Tagore's '*Chinnapatrabali*'. The talk on November 7, 2007 was well attended by both teachers and students and ended with a lively interaction with the speaker.

Botany Department

The Department invited Dr. D.K. Jha, Reader, Department of Botany, Gauhati University to deliver a presentation on Mycorrhizal Association on September 26th, 2007. This presentation was the culmination of a series of presentations by the IIIrd year Major students on different syllabus-oriented topics.

The IIIrd year Major students of the Department were also taken on a field visit to Chilka, where they were exposed, first hand, to an estuarine ecosystem. These students also visited the Indian Botanical Garden and the Central national Herbarium at Kolkata. The IIIrd year students, along with the Ist and IInd year students, also visited the ICAR, NE Centre at Barapani.

In pursuit of the policy to encourage interdisciplinarily in teaching, the Department invited faculty members of the Statistics Department of the college to teach some of its Biostatistics classes.

The Department held a Parent – teacher meet on September 8, 2007.

Chemistry Department

The Department organised an invited lecture on January 8, 2008 where Dr. P.L. Goswami of Cotton College, Guwahati spoke on '*Stereochemistry*'.

The Department held student seminars where Ist year Major students of the Department made presentations on the First Law of Thermodynamics and its Practical Implications, and IIIrd year Major students spoke on the Development of Quantum Theory.

The Department also organized a Computer Literacy Program for its major students where they were taught to work with the Microsoft Office suite and also Chemdraw.

Teachers of the Department also engage in interdisciplinary teaching and Dr. H.K. Choudhury taught classes in the Physics Department of the College.

Economics Department

The Department organised a series of lectures to provide students with an exposure to the various dimensions and prospects of the discipline that they were pursuing. A talk on the Guwahati Stock Exchange was delivered in the Department on September 15, 2007 by Mr. R. Choudhury, General Manager, Guwahati Stock Exchange. On November 23, 2007, Mr. R. Phukan of the British Information Centre spoke to the students about the Prospects of Higher Education in the United Kingdom. On June 7, 2008, Dr. A. Sarma, Executive Director of RGVN spoke on Microfinance as a Career Opportunity.

In addition to the lectures from invited resource persons, the Department also organised a number of students' seminars. The topics for these seminars included Green Revolution and its Impact on the Indian Economy, the Impact of Economic Reforms, Population and Economic Development.

Further, the Department organised a socio-economic survey visit by the IInd Year Major students of the Department to Ghuligaon area on the outskirts of Guwahati.

Education Department

The Department organized a visit by its 3rd Year Major students and faculty members to Navachetna, the rehabilitation centre run by Ashadeep at Guwahati. At the Centre, the students and teachers attended a lecture on Schizophrenia delivered by the Centre's Psychologist. They also interacted with the residents at the Centre.

As a follow up to this visit, students of the Department organized a sale in the College, of products made by the residents of the Centre, and proceeds of the sale were given to the Centre.

English Department

The Department, in July 2007, roped in its 2nd Year (Major) students to conduct an Orientation Program to acquaint the new students of the Department with the syllabus, teachers and the College.

A Literary Quiz was held in August 2007 and it saw enthusiastic participation from students. All the winners were given prizes by the Department.

The Department organized play-reading sessions for students during September, 2007. In the same month, Othello was screened for the Major students of the Department.

In November 2007, the Department invited Mr. Santanu Phukan of the Department of English, Cotton College, to speak on the 'Art of the Novel'. The lecture was well attended by students and teachers of the Department

The Departmental journal, 'Expressions', edited by the 3rd Year (Major) students was brought out in December, 2007

The Department also organized a parent-teacher meet in December 2007.

History

The Department on December 10, 2007, organised a visit by its students, accompanied by teachers, to North Gauhati to study the Kanai Borosi Boa rock inscriptions.

During December, the Department also organized a visit by the students and teachers to the State Museum. The students had an opportunity to gain an insight into the socio-cultural background of the North East from study of the exhibits. They also had an opportunity to interact with the Curator and learned about the different avenues like museology, art history, archaeology and preservation that are open to a student of history.

Home Science Department

The Department successfully concluded the 2nd phase of the Ministry of Health & Family Welfare, Government of India's, World Bank Assisted 'Capacity Building Project on Street Food Services' in a valedictory function organized on November 7, 2007 in the College. Twenty-five street food vendors who successfully completed the 15-day training programme were awarded certificates in the function.

In the function, the 1st Year (Major) students of the Department enacted a play on 'Conservation of Nutrients' while the 3rd Year (Major) students presented a puppet show on 'Food Contamination and Food – Borne Diseases.'

On December 1, 2007, the Department organized a Cancer Awareness Programme where Dr. Shabina Ahmed and her team members from the B. Barooah Cancer Institute, Guwahati, made a presentation on "Breast and Cervical Cancer – their symptoms and prevention". The presentation elicited great interest among the students who interacted with the resource persons.

Philosophy Department

A guest lecture was organized in the College by the Department's Philosophical Study Circle on September 26, 2007. The topic of the lecture was "Social Philosophy and its Importance in Present Society" and the speaker was Dr. K.B. Hazarika, former Head of the Department.

On the occasion of the 'World Philosophy Day, the Philosophical Study Circle organized on November 23, 2007, a get-together of students and teachers of the Department. A Wall- Magazine was also released on the occasion.

Physics Department

During the period under consideration, the Department organised invited lectures by a number of eminent speakers. Dr. S. Sarma of the L.C. Bharali College, Guwahati delivered a lecture in the Department on November 23, 2007 on Digital Communication. This was followed by a series of lectures on Numerical Investigations and Programming by Mr. A. Das of Cotton College, Guwahati, from January 28 to 31, 2008.

The Department also held regular student seminars on syllabus oriented topics.

Political Science Department

The Department, on September 21, 2007, organized a talk on "Global Terrorism". The speaker invited to deliver the talk was Dr. Nani Gopal Mahanta, Reader in the Department of Political Science, Gauhati University.

Statistics

The Department organized a multidisciplinary seminar on 14.12.07, on the topic 'Tests of Significance'. The speaker for the first session was Prof. Kamal Barman of the Department of Statistics, Cotton College, Guwahati, while the second session was addressed by Dr. Dibyajyoti Bhattacharjee from the Department of Statistics, Gauhati University. The seminar was attended by faculty members and students from the Departments of Statistics, Botany and Zoology. The Department organised a Parent-teacher meet on December 1, 2007.

Zoology Department

The Department organized a talk on December 4, 2007. The topic was 'DNA to Protein' and the speaker Dr. D.K. Sharma, Professor and Head, Department of Zoology, Gauhati University.

The Department also held regular student seminars, which were guided and assessed by the department's teachers.

2. New academic programmes initiated (UG and PG)

Bachelor of Computer Applications and Post Graduate Diploma in Computer Applications to which students are expected to be admitted from the next session.

3. Innovations in curricular design and transaction

The College follows the curriculum prescribed by the Gauhati University. Teachers of the college contribute to the design of this curriculum by serving in the different committees of Courses and Syllabi of the university.

Teachers try to enrich the learning experience of the students by bringing in a variety of learning resources in the transaction of the curriculum.

4. Inter-disciplinary programmes started

No inter-disciplinary programmes were initiated in the current session. However individual departments enrich their teaching programmes with the relevant interdisciplinary inputs. Moreover the teaching of the Environmental Studies Module involves an interdisciplinary approach.

5. Examination reforms implemented

The Gauhati University conducts the final exams for the 1st, 2nd & 3rd Years of the under graduate courses. This does not allow the college opportunity to introduce any reforms with regard to these examinations. However, continuous assessment of the student is done by the departments through unit tests, projects and assignments.

6. Candidates qualified NET/SLET/GATE etc.

As an under graduate institution this does not apply.

7. Initiative towards faculty development programme:

The College has a Faculty Development Cell which is entrusted with the responsibility of assessing the needs of faculty training and of planning suitable programmes. The Faculty Development initiative is supported by funds from the College, and is presently funded by the CPE scheme. Also the faculty members of the college are encouraged to participate in Refresher Courses, Orientation Courses, Seminars and Workshop held within or outside the state. Further, teachers are provided with the necessary support to enable them to benefit from the UGC's Faculty Improvement Programme.

The Faculty Development Cell, in collaboration with the publishing house, Anvesha, organised a Panel Discussion on 'the Importance of English' in the College on November 15, 2007. The panellists included eminent writers in the English language like Mr. Arup Dutta, Mrs. Mitra Phukan, and Mr. Surajit Barooah and the discussion saw the participation of both students and teachers.

The Cell organised the screening of the award-winning documentary on the Ganges River Dolphin directed by Moulinath Senapati, on December 15, 2007. The Director was present at the screening and interacted with the audience to give an

insight into the making of the documentary and also to provide a new perspective on the conservation of this endangered mammal.

The Faculty Development Cell, in an effort to empower teachers with multimedia tools organized a two-day workshop on January 10 – 11, 2008, on Computer Applications with emphasis on Powerpoint and Internet.

A Workshop on Promotion of Women’s Studies in Higher Education was held on May 17, 2008 with the participation of a large number of the Faculty.

8. Total number of seminars / workshops conducted:

- (i) A Workshop on “Promotion of Women’s Studies in Higher Education” was held on 17th May, 2008 with the participation of a large number of Faculty members. Several distinguished personalities including Dr. Kunja Medhi, Former Director, Women’s Studies Research Centre, Gauhati University, Dr Archana Sarma, Director WSRC and Dr Alaka Bhattacharyya, Former Vice Principal, Handique Girls’ College, interacted with the Workshop participants.
- (ii) The College collaborated with the IGNOU to hold an Awareness Programme on the ‘Right to Information Act’ in the State Museum Auditorium on May 24, 2008.
- (iii) Dr. Manjoo Goswami Mishra of the Department of Home Science, Handique Girls’ College conducted a one-day workshop on ornament-making for disadvantaged women in the College premises on December 11, 2007.

9. Research projects a) Newly implemented Nil
b) Completed 02

Name of teachers with departments	Topic	Funding Agency	Amount (Rs)	Duration	Remark
Mrigakshi Sarma Hazarika Education	Active ageing- the psycho-social problems of the elderly in greater Guwahati”	UGC	75,0000	2 years	Completed
Dr. Hiranya Kumar Choudhury Chemistry	Study on the incorporation of zinc in the aluminophate and silicoaluminophate molecular sieves.	UGC	64,000/-	2 years	Completed

10. Patents generated, if any : NONE

11. New collaborative research programmes: NONE

12. Research grants received from various agencies: Rs. 5,42, 290/-

13. Details of research scholars:

(a) The current status of research scholars of Dr. Gopal Bardoloi, Selection Grade Lecturer of Economics department of our college are:-

Sl. No	Name	Topic	Remarks
1.	K. S. Rajput	Socio-Economic Determinants of Differential Fertility and Reproductive Health Need in Rural Assam	Degree awarded
2.	A Ahmed	Problems and Prospects of Hill Agriculture	Degree Awarded
3.	Paresh Sarma	Role of NGOs in Rural Development of Assam with special reference to Darrang District	Finally Registered
4.	Moushumi Bora	Impact of Micro Credit in Alleviation of Poverty and Generation of Employment – A case study in Kamrup District of Assam.	Finally Registered
5.	Padmaja Chetia	Strategy towards Urban Poverty Reduction in Assam – A Case study of Guwahati City.	Finally registered
6.	P.S. Nianglang	An analysis of Spatio-economic dimensions of micro-level planning – A case study of Nongtraï area of Meghalaya.	Provisionally Registered
7.	Biswaroopa Sarma	Small scale industry dynamics in post reform period with special emphasis on Institutional Finance	Provisionally registered.

14. Citation index of faculty members and impact factor:

NIL

15. Honours /Awards to the faculty: NONE

16. Internal resources generated:

Casual Admission

Rs. 11,74,000/-

Venue Charge	Rs.	54,800/-
Sale of Admission Forms	Rs.	3,26,720/-
Donations	Rs.	13,162/-
Miscellaneous Fees/Fines	Rs.	20,000/-
Interest Received	Rs.	4,74,343/-

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

The College has been identified by the Ministry of Science & Technology, Government of India, for support to its science departments under the "North-Eastern Region Package Support to Under-graduate Colleges" in FIST Program. This has been intimated to the College vide letter no. SR/FST/SR/FST/NERC - 041/2008 dated 25.03.08.

18. Community services:

- (i) As a part of its Village Development Programme, the College undertook the imparting of skills to women and girls of the model village, Chapaidang, to make them earning members of their families. A training programme was organised on July 28th and 29th, 2007, where participants were taught the process for extracting natural dyes from sources like henna, turmeric, tea leaves, onion peels, jamun barks, etc.
- (ii) Subsequently, on the 12th and 13th of December, 2007, a second training programme was conducted in the village on the designing, dyeing and fabric painting of clothes of daily wear and also of household linen. Both training programmes were conducted by the students of the College under the guidance of Dr. Manjoo Goswami Mishra, faculty member of the Home Science Department of the College.
- (iii) In September, 2007, the Handique Girls' College Science Society conducted a project on Solid Waste Management under the National Environment Awareness Campaign (NEAC) Programme, Ministry of Environment & Forest, Govt. of India, in association with Assam Science Society. A vermicompost production unit was launched at Ghuligaon village (Bonda), Guwahati. Members of the local collaborating agency, Nabamilon Mahila Samiti, a tribal women organization were trained how to prepare vermicompost from solid household waste in a daylong workshop.

- (iv) A project on Biodiversity Conservation was also conducted under the National Environment Awareness Campaign (NEAC) Programme, Ministry of Environment & Forest, Govt. of India, in association with Assam Science Society, in June 2008. Under this initiative, model garden of indigenous medicinal plants has been started in the college campus.
- (v) The College donated books, collected through the efforts of the students and teachers, to the library it has helped set up in the model village.
- (vi) The School Adoption Committee of the College organised an essay writing competition on the occasion of Gandhi Jayanti (2007) amongst the students of Panbazar Girls' High School. In Group A (Class VIII-X) the topic for the essay was 'Gandhiji's Ahimsa and Satyagraha', while for Group B (Class V – VII), the topic was 'Our Bapuji'. Prizes were given away for the best three essays in each group.
- (vii) The Extension Activities Cell of the Handique Girls' College organised an AIDS awareness program on December 1, 2007, in the model village. The resource persons for the program were Dr. Gautam Borgohain and Mr. Pranjal Dutta from the Voluntary Health Association, Assam, who interacted with the gathering of students, teachers and residents of the village on the prevention of AIDS and sexually transmitted diseases. The interaction session was followed by the staging of a drama by the members of Aangik, the College's drama, music and dance society and presentation of songs by the residents of the village.
- (viii) The Environment Awareness Cell of the College undertook a number of activities under its 'Clean Guwahati Green Guwahati project. The Cell has launched an eco-friendly carry bag to persuade people to discard the use of plastic carry bags. This bag is being used by students, teachers and staff members of the College and also by the general public. While the bag has been distributed free in certain areas of the city, it has been sold for Rs. 20/- each, to teachers and staff in the College.

In December 2007, the Cell engaged the students of the College in a survey of the Garbage Disposal by households and commercial establishments in the city. Structured questionnaires were used in the survey and the data obtained has been used to compile a report. Further, a handout was distributed on proper garbage segregation and disposal.

The Cell has also taken the initiative to install a vermicomposting unit in the College Hostel campus.

- (vii) Students of the College participated in the Community Mobilisation Initiative Against Tobacco Consumption, organised by the North East Society for the Promotion of Youth and Masses on the occasion of World No Tobacco Day on May 31, 2008.

19 Teachers and officers newly recruited:

Teachers

1. Dr. Bedabrata Saikia in the Department of Economics (Sanctioned Post – awaiting approval)
2. Dr. Malabika Das in the Department of History (Sanctioned Post – awaiting approval)
3. Dr. Sabita Mahanta in the Department of Mathematics (Sanctioned Post – awaiting approval)
4. Dr. Eva Rani Kalita in the Department of Zoology (Sanctioned Post – awaiting approval)
5. Ms. Prabhali Doley in the Department of Botany (Sanctioned Post – awaiting approval)
6. Ms. Suravi Bikash Bora in the Department of Assamese (Sanctioned Post – awaiting approval)

20. Teaching–Non-teaching staff ratio:

Teaching Staff	:	87 (sanctioned) + 13 (non-sanctioned)
Non-teaching staff	:	26 (sanctioned) + 26 (non-sanctioned)
Ratio	:	1.9:1

21. Improvements in the library services:

The new library building is being constructed. The data entry process for computerization of the library is nearing completion and the LAN will be in place once the new building is completed. New books have been acquired during the session.

22. New books/journals subscribed and their value:

Books

Total number of books			348
(i) Price of the books	-	Rs.	1,10, 201.00
<u>Journals</u>			Nil

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

In each of the 18 departments student assessment of teachers has been introduced since 2003. HODs of each department go through the student feed back and consult with teachers to take remedial measures if necessary. There is an endeavour to improve the analysis of the feedback using statistical tools.

24. Unit cost of education:

- (a) With salary component = Rs. 19,028.08
 (b) Without salary component = Rs 6,414.25

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

The office accounts, salary statements of the teaching and non-teaching staff have already been computerized. Office records and student's records of examinations are also stored in the computer. The admission procedure of the college has been computerized since 2003. The College is in the process of developing a comprehensive database which will allow computerization of more functions.

26. Increase in the infrastructural facilities:

- (i) Provision of a multiutility room suitable for holding conferences, seminars examinations and students group activities.
 (ii) Central Computer Room with broadband connectivity.
 (iii) Acquisition of 46 nos. of new computers (15 under CPE scheme and 31 under the NEC's IT scheme.
 (iv) Equipment has been procured for the Electronics lab of the Computer Science Department with funds received from the UGC for laboratory upgradation.
 (v) Installation of Aquaguard Water purifiers in the academic campus.

- (vi) Creation of an open space by demolishing old buildings for use in students' activities.

27. Technology Upgradation:

The College has acquired broadband connectivity. Further, under the CPE scheme, four classrooms have been equipped with audiovisual aids enabling teachers to use a variety of learning resources.

28. Computer and Internet access and training to teachers and students:

The College has a well equipped Computer Centre with broadband connectivity, which is available to both teachers and students. There is an on going programme to make every student and teacher computer-literate.

An initiative has also been taken to familiarize teachers with the use of multimedia tools in teaching.

29. Financial aid to students:

The College's Students' Aid Fund provides financial assistance to needy students for

- a. Books
- b. Counselling services for physically challenged students.
- c. Concession for library, sports, establishment and tuition fees for deserving students.

This assistance is made available to deserving students, subject to the availability of funds. To avail this facility, students have to apply to the Principal with a certificate from a prominent citizen of the locality.

Apart from this, the various state and central govt. scholarships, such as National Merit, State Merit, Physically handicapped, Hindi scholarships for students of non-Hindi origin, Cultural, Talent Search, Sports, SC/ST/OBC/MOBC etc from the Govt. of Assam, Nagaland, Manipur, Arunachal Pradesh etc. are disbursed to the students who are recipients of these scholarships.

30. Activities and support from the Alumni Association:

NONE

31. Support from the Parent – teacher Association and Activities:

Parent-teacher meets are organised at the Department level. These meetings provide a very useful opportunity for interaction between two major stakeholders in higher education. These meetings have helped the institution in understanding parental expectations and communicate directly to the parents their ward's academic progress. However, a Parent-Teacher Association has not been formed for the College as a whole.

32. Health services:

The college has a Health Awareness Cell, which has the mandate to regularly arrange health awareness interactions of students with healthcare professionals and also health check-up camps.

33. Performance in sports activities:

The lack of a playing field is a hindrance to the development of many field sports activities in the College. However, the College does promote sports like volleyball, table tennis, badminton etc. Also there is an annual sports event which is usually conducted on a hired field, where track and field events are held. Student participation can however be improved.

34. Incentives to outstanding sportspersons:

Awards are given annually to the best sportspersons of the year in the Major Games and Minor Games sections.

The College has seats reserved for candidates who excel in sports at the State and National level and seek admission to the College.

35. Student achievement and awards:

The student of Handique Girls' College has always shown excellent result in TDC Final Examination in both Arts and Science Stream. The names of the 1st class holders in the TDC Final Examination, 2008 are mentioned below –

Arts

Sl. No.	Name	Subject	Position
1.	Banashree Das	Assamese	1 st Class 11 th
2.	Ritcha Das	Economics	1 st Class 1 st (D)
3.	Upasa Bayan	Economics	1 st Class 4 th
4.	Miranda Das	Economics	1 st Class 6 th (D)
5.	Sagarika Saha	Economics	1 st Class 7 th
6.	Niroja Mousam	Economics	1 st Class 8 th
7.	Suzanka Dastidar	Economics	1 st Class 12 th (D)
8.	Nilakshi Bora	Economics	1 st Class 18 th (D)
9.	Mondira Sharma	Economics	1 st Class 18 th (D)

10.	Manikangkana Bhattacharyya	Economics	1 st Class 25 th
11.	Sanjuri Goswami	Economics	1 st Class 25 th
12.	Moumita Dey	Economics	1 st Class 26 th
13.	Tridisha Bayan	Economics	1 st Class 27 th
14.	Momi Begum	Economics	1 st Class 32 nd (D)
15.	Mehzabin Alam	Economics	1 st Class 33 rd
16.	Zeenat Aman Khatun	Economics	1 st Class 33 rd
17.	Raina Jain	Education	1 st Class 5 th
18.	Kakoli Goswami	Education	1 st Class 12 th
19.	Debaleema Datta	Education	1 st Class 16 th (D)
20.	Bindia Bhuyan	Education	1 st Class 18 th
21.	Manali Jain	English	1 st Class 1 st (D)
22.	Nishad Azmi Bakht	Home Science	1 st Class 1 st
23.	Rupannita Saikia	Home Science	1 st Class 2 nd
24.	Alpana Talukdar	Home Science	1 st Class 3 rd
25.	Maitreyee Bezbarua	Philosophy	1 st Class 6 th
26.	Bijoyeta Das	Philosophy	1 st Class 12 th
27.	Daisy Medhi	Philosophy	1 st Class 14 th
28.	Jonali Das	Philosophy	1 st Class 16 th
29.	Nibedita Talukdar	Philosophy	1 st Class 24 th
30.	Bhabita Talukdar	Philosophy	1 st Class 27 th
31.	Ranjana Bhattacharyya	Philosophy	1 st Class 27 th
32.	Sabana Salmee Islam	Philosophy	1 st Class 27 th (D)
33.	Barsha Kalita	Political Science	1 st Class 8 th (D)

Science

Sl. No.	Name	Subject	Position
1.	Riplee Phukan	Botany	1 st Class 26 th (D)
2.	Usha Rai	Chemistry	1 st Class 30 th (D)
3.	Neikim Lhouvum	Home Science	1 st Class 1 st (D)
4.	Pooja Goel	Physics	1 st Class 37 th
5.	Urshila Bhuyan	Physics	1 st Class 38 th (D)
6.	Mayurakshi Deka	Zoology	1 st Class 53 rd
7.	Shafin Ara Begum	Zoology	1 st Class 62 nd (D)
8.	Nilanjana Choudhury	Zoology	1 st Class 67 th (D)
9.	Sangeeta Sarma	Zoology	1 st Class 68 th

The college has instituted awards for academic distinction with the assistance of a number of benefactors. The awards and the recipients for the year 2007 - 2008 are given below:

- i. **Nirmala Medhi Memorial Gold Medal** for the student securing the highest marks among the 1st class major holders from this college in the BA/ B.Sc. examination of the year was given to Ritcha Das.
- ii. **Nirmala Medhi Memorial Silver Medal** for the students securing the highest marks in major subjects belonging to the faculty other than in which the above gold medal is awarded was given to Pooja Goel.

- iii. **Ratna Prova Bordoloi Memorial Scholarship of Rs. 125/-** per month, awarded to the best student of HS 1st Year class was given to Chandana Devi.
- iv. **Kabita Kumari Baruah Memorial Scholarship of Rs. 60/-** per month, is awarded to the student with the highest aggregate of marks, admitted to the BA 1st year class of this college after having passed the HS examination under AHSEC.
- v. **Mohiuddin Ahmed Memorial Cash Prize of Rs. 1001/-**, awarded to the student securing highest marks in a Major subject in the faculty of Arts in TDC Part I examination was given to Reemi Bhuyan
- vi. **Sailadhar Rajkhowa Memorial Cash Prize of Rs. 1001/-**, awarded to the student securing the highest aggregate marks in a major subject in the faculty of Arts in TDC final examination was given to Ritcha Das.
- vii. **Lakshmi Prasad Dutta Memorial Cash Prize of Rs. 1000/-** ,awarded to the student securing the highest aggregate marks in a major subject in the faculty of Science in TDC Part I examination was given to Dipannita Deka
- viii. **Devajani Devi Memorial Cash Prize of Rs. 1000/-**, awarded to the student securing the highest marks in Logic and Philosophy at the HS final examination from this college, was given to Mehjabin Farha Yasmin.
- ix. **Devajani Devi Memorial Scholarship of Rs. 120/-** per month, awarded to the student offering major in Philosophy with the highest aggregate marks at the HS final examination under AHSEC, was given to Subrata Kemprai.
- x. **Bhabananda Dutta Memorial Cash Prize of Rs. 1000/-**, awarded to the student securing the highest marks in Philosophy major in TDC Part II(Arts) examination from this college was given to Daisy Dutta.
- xi. **Cash Prize of Rs. 100/-** , awarded by the college to the student securing the highest marks (minimum 60%) in the HS 1st year examination(Science & Arts), was given to Syeda Naznin Sultana.
- xii. **Cash Prize of Rs. 200/-** each is awarded by the college to the student securing the highest marks in each major subject with not less than 55% in Arts faculty and

60% marks in Science faculty at the annual promotion examination from 1st year to 2nd year in TDC.

- xiii. **Certificate of Merit** is awarded to every student securing 60% or more marks in the annual promotion or Test Examination.
- xiv. **Padma Dhar Saikia Memorial Award**, for the student securing the highest marks in Home Science major in the BA final examination, was given to Nishad Azmi Bakht.
- xv. **Dr. V Venkata Rao Award** for the student securing highest marks in Political Science in HS final Examination from Handique Girls' College was given to Barsha Kalita.
- xvi. **Nirmala Neog Memorial Award of Rs. 1000/-** for the student securing highest marks in English Major in B.A. Final Examination from the college was given to Manali Jain.
- xvii. **Gouri Kar Memorial Award of Rs. 1000/-** for the best graduate from the College was given to Ritcha Das.
- xviii. **Ajit Sarma Memorial Award of Rs. 2000/-** each for the students securing highest marks in Political Science Major Part I Examination was given to Rimli Dutta Bhuyan.
- xix. **Lokendra Nath Medhi Memorial Award of Rs. 1001/-** for the student securing the highest marks in the TDC Major 2nd Year examination in Botany was given to Dipannita Deka.

36. Activities of the Guidance and Counselling unit:

The Career Guidance and Counselling Cell of the College took the initiative to facilitate the participation of students from the College in a campus interview, conducted by the Tata Consultancy Services at Gauhati University, on 17.09.07. It is heartening that Ms. Urchila Bhuyan, a 3rd Year Physics (Major) student of the College was successful in the interview.

The Cell also organized, on 12.12.07, campus recruitment in the College by IBM (Gurgaon). Five students from the College were selected by the Company for its BPO operations and are posted in Gurgaon.

37. Placement services provided to students:

The College does not have a separate placement cell. The Counselling & Guidance Cell helps in placement as mentioned in item 36.

38. Development programmes for non-teaching staff:

A one - day training on Government Service Rules and Pension Rules for the non-teaching staff of the College was held on 13th September 2007, with Mr. Joydev Goswami, a retired officer of the Government of Assam as the Resource Person.

39. Best Practices of the institution:

Among the best practices of the Institution, the following can be cited:

- (i) The College continues to have a system of continuous assessment of the learning achieved by the students through class tests, assignments and student seminars.
- (ii) Mentoring has been introduced on a pilot basis.
- (iii) The education provided by the College is being planned to include a strong component of community service, and this is reflected in the students' involvement in the institution's Village Development Project and scheme of Adoption of Neighbourhood Schools.
- (iv) The College has been steadily investing in the development of its physical infrastructure, evidence for which is borne by the major achievements like the initiative for the new library block and also smaller efforts like improving access to drinking water in the campus.
- (v) The college publishes a news bulletin "The Handique Herald" twice a year, using this to keep in touch with its various stakeholders.

40. Linkages developed with National / International, academic / Research bodies:

NONE

41. Any other relevant information:

- (i) An important initiative during the session was the setting up of different student activity groups, which are expected to provide students with an opportunity to engage in activities outside the classroom which will make their educational experience richer.

Aangik, the activity group for cultural activities, organised a two-week workshop on Drama, from September 15 – 30, 2007, with Ms. Pakiza

Begum, a highly regarded theatre personality as the Workshop Director. Twenty-seven students participated in the workshop and received certificates on its conclusion.

In a follow-up to this workshop, another 5- day Drama workshop was held from December 15 – 19, 2007.

A one – week workshop on choral singing was organised in the College from December 12 – 19, 2007 with eminent composer, Shri Ramen Barua as its Director. Twenty-five students participated in the Workshop and received certificates on its completion.

A one-week workshop on Xatriya Dance form was organised to run concurrently with the workshop on choral singing. The Director for this Workshop, which had 20 students participating in it, was Guru Ghanakanta Barbayan, a noted exponent of this dance form.

Srijan, the group for promotion of creative literary talent organised a lecture on Assamese lyrical literature in September, 2007, by Dr. Dilip Kumar Bora of Gauhati University. It has also brought out the first issue of the magazine '*Srijan*' which showcases the literary talent of the students, faculty and staff of the College.

The group for photography held a 4 – day workshop in December 2007, with Mr. Gautam Dhar, an artist and photographer, as the resource person. The workshop dealt with various dimensions of still photography and was followed up with an exhibition of the work of the participating students. Thirty-two students participated in the workshop and received certificates on its completion.

- (ii) The World Environment Day, 5th June, 2008 was observed in the college campus in association with WWF (India) and ASTEC. A daylong programme was conducted which included the following:

Awareness Rally

Inter College Quiz Competition

Popular Talk

Drama show

Publication of Souvenir

PART C: DETAIL THE PLANS OF THE INSTITUTION FOR THE NEXT YEAR:

During the session 2008 – 2009, the College will persist with its efforts to create a learning environment that fosters the all round development of its students. While the development and maintenance of physical infrastructure will be a part of this effort, there will be an added emphasis on improving the availability and access to learning resources, faculty training, streamlining of administrative functions and obtaining feedback from stakeholders. To achieve these objectives, the College will continue with its ongoing efforts and also

1. Endeavour to provide the students and staff (teaching and non-teaching) staff with good canteen facilities in the form of a new canteen building and hygienically prepared nutritious food at an affordable cost.
2. Complete new library building which has been initiated.
3. Continue the renovation of classrooms under the CPE scheme.
4. Equip the Central Computer Centre with more machines, in an effort to achieve a favourable user: machine ratio.
5. Complete the upgrading of teaching laboratories in the Science Departments, viz., Botany, Chemistry, Home Science, Physics, Statistics and Zoology, under the CPE scheme.
6. Commence works under the "North-Eastern Region Package Support to Under-graduate Colleges" Program.
7. Introduce the BCA and PGDCA programs of study.
8. Computerize library and office functions.
9. Try to implement a Learning Management System.
10. Help faculty develop ICT skills
11. Train faculty members in student counselling skills.
12. Obtain feedback from students, parents and guardians and also teachers and use the information in directing institutional action.

(Dr. Utpal Dutta)
Co-ordinator, IQAC

(Dr. Indira Bardoloi)
Chairperson, IQAC