



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		WEST GOALPARA COLLEGE
Name of the head of the Institution		Dr. Debendra Nath Sarmah
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03663289178
Mobile no.		9854181523
Registered Email		westgoalparacollege123@gmail.com
Alternate Email		debendranath1234@gmail.com
Address		Village : Ambari, P.O.: Balarbhita, P.S.: Baguan, District: Goalpara, Assam, PIN : 783129
City/Town		Goalpara
State/UT		Assam
Pincode		783129

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Prof. Shoriful Islam			
Phone no/Alternate Phone no.		03663289178			
Mobile no.		9678853822			
Registered Email		westgoalparacollege123@gmail.com			
Alternate Email		iqacwestgoalparacollege@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://westgoalparacollege.ac.in/">http://westgoalparacollege.ac.in/</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		<a href="http://westgoalparacollege.ac.in/acalendar.php">http://westgoalparacollege.ac.in/acalendar.php</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	71.75	2005	28-Feb-2005	27-Feb-2010
2	B+	2.52	2016	05-Nov-2016	04-Nov-2021
<b>6. Date of Establishment of IQAC</b>			30-Jun-2003		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		

Held College Week for students extra curricular activities	10-Sep-2016 6	122
Held awareness camp on Women empowerment	08-Mar-2017 1	196
Observed World Poetry Day	21-Mar-2017 1	27
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

- Regular meeting of Internal quality assurance cell (IQAC) to evaluate the academic environment of the college.
- Collection and analysis of feedback on teachers and courses.
- Constant encouragement and inspiration by the IQAC to Promote research aptitude and research ethics among faculty members and students.
- Institutional best practice such as environmental consciousness was popularized among students.
- Inspection for permission of TDC B.Sc in General Course.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
To celebrate and observe National and International days	Observed Independence Day / Republic Day/ World Poetry Day/National Education Day/ International English Language Day
To Organize students support Programmes	Held College Week/ Freshmens Social Ceremony/ Students Union Election/ Students Field study Trips
Publication of annual College Magazine	Published
To initiate clean and Green Campus	Completed Plantation Programme
undefined	undefined
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<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
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Name of Statutory Body	Meeting Date
Governing Body	12-Dec-2022

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
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Date of Visit	25-Oct-2016
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<b>16. Whether institutional data submitted to AISHE:</b>	Yes
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Year of Submission	2017
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Date of Submission	17-May-2017
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<b>17. Does the Institution have Management Information System ?</b>	No
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## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The West Goalpara College is affiliated to Gauhati University and hence strictly follows the curriculum prescribed by the university. However, at the time of the preparation and designing of the curriculum, members from various colleges take part actively in the committee on the course and syllabus (CCS) of the university. Moreover, senior and experienced faculties from different colleges have shared their ideas and suggestions directly with the member of

the syllabus committee of their respective subject on framing, applicability, and implementation of the curriculum. The university circulates the curriculum to intimate all affiliated college through the website from time to time after necessary modifications if required. The college is bound to follow the curriculum and academic calendar designed by the G.U. The college has to complete the courses within the stipulated timeframe. The college has taken some mechanisms for delivery and documentation of the curriculum to fulfill the objectives of education including intellectual, social, cultural, moral, scientific, skill, and other values of education for maximum learning outcomes for the students. The mechanisms of the college include the preparation of an annual/semester scheme and the framing of time table for effective uses of time and discipline. The departments arrange some meetings regarding unit plans, lesson plans, distribution of the syllabus among the teachers, discussion regarding the method of imparting the content mentioned in the syllabus, and identification of problems and drawbacks of the students. Similarly, departments analyze the results of the students and their progress and modify the methods to impart knowledge of the contents if required. The teachers apply different methods for using teaching-learning materials (TLM) like a smart board, projectors, and other accessories, etc. The departments inform the planning, progression, and drawbacks of students to the principal by sending the reports in detail. The Collage involves the IQAC, the Academic Committee and Admission Committee from teaching staff to make real implementation of the curriculum. The Academic Committee of the College prepare routine for a logistic time-table which distributes class workloads, tutorials and practical classes in proper way that makes skillful teaching. The Admission Committee makes awareness among the students which help them to choose proper optional Subjects. The college arranges internal examinations, field trips, projects, and other various activities and strictly maintains a healthy academic environment. The departments organize different types of activities such as seminars, workshops, presentations of papers, presentations of project works and submit the reports to the principal to regulate and control under the administration of the principal. The college also has an academic calendar in addition to the university calendar. The college academic calendar includes academic activities as well as other activities like awareness programs, foundation day, college week, celebration of different festivals, observation of some important national/international days, etc. The college has a central as well as departmental library and students are inspired to visit the library regularly.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
0	0	Nil	0	0	0

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Assamese, English, History, Economics under GUIDOL	18/05/2017
MSc	Mathematics under GUIDOL	18/05/2017
<a href="#">View File</a>		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	0
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History	2
BA	Arabic	10
BSc	Mathematics	5
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The Internal Quality Assurance Cell (IQAC) of West Goalpara College organizes the meeting to evaluate qualitatively the various aspects of the college and design some feedback form or questionnaire consisting of various inquiries/questions and distributed those forms among the students, alumni and parents for the feedback of teaching programme and College. These feedback forms are collected from students, alumni, and parents after grading to different parameters. The student's feedback form on the course comprises various queries such as the depth of the course and its coverage, learning values, clarity and relevance with daily life, overall rating, etc. Similarly, feedbacks from students on teacher consist of knowledge, communication skill, sincerity, ability, availability toward students and classroom management, etc. In the same way, the feedback form of alumni and parents consists of some parameters like curriculum, infrastructure, fee structure, teacher-student relationship, extracurricular activities, scholarship, security, cooperation of administrative staff, hostel facility, college canteen, communication with teacher and community engagement, etc. The grading is set on a scale of A, B,</p>

C, D in different four quality levels. The feedback forms are collected from all stakeholders and sort out the drawback for the necessary improvement of the college. The students' feedback forms on the teacher are considered as the assessment of the quality teaching of the college. The audibility, loudness, pronunciation, clarity of voice deepness of knowledge, way of presentation and expression to deliver the contents, ability to make the relation of the course materials with the practical situations, etc. of a particular teacher indicates the level of that teacher. On the other hand, feedback form of alumni and parents assess the infrastructure like availability of classrooms, desks and benches, laboratory facilities, drinking water, separate common room and toilet for boys and girls, library facility and availability of books, gymnastic center, playground with equipment, availability of seat in the hostel, etc. and other overall facilities of the college. All these points are considered under review and placed before the respective committee and necessary actions are taken for improvement. Moreover, there is a suggestion cum complaint box on the college campus for students and visitors for their suggestions and grievances regarding any matter of the college. The suggestion box is opened weekly in presence of the college administration and analyzed by the Grievance Redressal Cell and immediate actions are taken thereon.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ALL	600	729	729
BSc	ALL	250	285	280
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1009	0	48	0	0

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
48	32	51	4	1	1
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

NIL

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
0	0	Nil

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	26	1	0	1

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Bipul Chakraborty	Associate Professor	Certificate of Appreciation
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nil	00	Nil	Nil	Nil
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

West Goalpara College is an affiliated college of Gauhati University (GU), Guwahati and the college follows the rules and regulations regarding syllabus, examinations and evaluations. The University designed the academic calendar for the UG colleges. The internals and end semester examinations are organized according to the academic calendar prescribed by the GU. The University allots marks for both internal and end semester examinations. As per the academic calendar, sessional examination has to be conducted mandatorily for each semester against each theory and practical paper. However, there is some flexibility in conducting internal examination mainly sessional examination. The cumulative marks obtained by the students are added to their final mark sheet as internal assessment marks. Apart from this, college has an internal mechanism of continuous evaluation. All the departments frequently conduct class tests on courses within a stipulated time. Assignments are given to the students to complete consulting the reference in the central as well departmental library. In some of the departments, group discussions and departmental seminars are also held for personality development and academic performance of the students. Special testes are conducted for the slow learners, Rescheduled Examinations are held within a specific period for students who fail to appear in the sessional examination for genuine reasons. The department checks the answer scripts of the internal assessment and students are judged and marked on the basis of their performance in the exams. After evaluation the students are informed about their mistakes and they are asked to work on them. This boosts their confidence to improve in their



upcoming examinations. For practical subjects, continuous evaluation is conducted during the semester. For the subject having project papers, each student is given a topic to study within the semester period. The head of the department assigns teachers for each student as teacher guide for the whole project work. Students are allowed to use the laboratory facilities even after the college hours. Review meetings are conducted in the department for the continuous assessment of progress made by the students. The final project reports are submitted and presented before the external and internal examiners in the semester and examination conducted by the University. Thus, the internal assessment system works continuously throughout the session to evaluate the students on the basis of their regular performance. The performances of the students in the internal examinations are used as feedback to revive and improve the teaching learning process.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college refers to the academic calendar prepared by Gauhati University and conducts every examination accordingly. Internal assessments and final examinations are held by the college according to the assessment systems of Gauhati University. Sessional Examinations are mandatory for students as per the academic calendar of GU. This exercise is carried out in every semester for both theory and practical paper. In addition to this, the college also has its own way of assessing the progress of students and this is done by the all the departments through regular class test. Assignment is given to the students to complete consulting the references in the central as well departmental library. In some of the departments, group discussion and departmental seminars are also held for personality development and academic performance of the students. Special testes are conducted for the slow learners. Marks of the tests are displayed in the department notice board and students are informed about their mistakes committed and guided to improve their performance in their next test/examination. For practical subjects, continuous evaluation is conducted during the semester. All the faculty members do the evaluations of day -to-day performance of the students for every experiment in the student record. The average of these marks is given as internal assessment marks against the practical papers at the semester end examination.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.westgoalparacollege.ac.in/poco.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	ALL	341	207	60.70

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[http://www.westgoalparacollege.ac.in/student\\_satisfaction.php](http://www.westgoalparacollege.ac.in/student_satisfaction.php)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	0	0
No file uploaded.				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Role of Teacher in Social Development	Education	27/03/2017
Opportunities of Self employment to tackle unemployment problems of India	Economics	18/12/2016

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Intregation of College with Schools	Bipul Chakraborty	Department of Higher Education, Government of Assam	05/09/2016	Academic Activity
Asomia Naribhittik Jivanimulak Upanyas Swarnalata Aru Abhiyatrish Bishesh Ullikhan Saha:Ati Bishlesanatamak Adhyayan	Dr. Rina Rani Das	University of Gauhati	01/06/2016	Research
<a href="#">View File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	1	4.5
International	Chemistry	1	3
International	Mathematics	1	0.76
International	Mathematics	1	5.1
National	Geography	1	Nil

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
0	0
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nil	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
'Noble metal nano particle-induced oxidative stress modulates tumor associated macrophages (TAMs) from an M2 to M1 phenotype: An in vitro approach'	Ramkrishna Pal, Biswajit Chakraborty, Anupam Nath, Leichombam M. Singh, Mohammed Ali, Dewan S. Rahman, Sujit K. Ghosh, Abhishek Basu, Sudin Bhattacharya, Rathindran	International Immunopharmacology	2016	7	18	Assam University

	ath Baral, Mahuya Sengupta					
Manipulating Electron Transfer in Hybrid ZnO-Au Nanostructure s: Size of Gold Matters	Dewan S. Rahman, Sujit Kumar Ghosh	Journal of Physical Chemistry C	2016	9	40	Assam University
No file uploaded.						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	2	0	0
<a href="#">View File</a>				

### 3.4 – Extension Activities

#### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Encourage the Students towards Science Education	Assam Science Society, JB, West Goalpara College	10	42
AIDS Awareness Program	NSS, West Goalpara College	2	52
NSS Day	NSS, West Goalpara College	2	30
Independence Day	NSS, West Golapara College	20	50
<a href="#">View File</a>			

#### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
No file uploaded.			

#### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Fire Earth Quake Mock	DDMA, District Civil	Awareness Program	2	46

Drill	Defense and District Fire Service, Goalpara in collaboration with Assam Science Society, J.B. Branch and NSS Unit, West Goalpara College.		
<a href="#">View File</a>			

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Null	Null	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Null	0	0
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
10	10

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Seminar Halls	Null
<a href="#">View File</a>	

## 4.2 – Library as a Learning Resource

### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	17.5	2017
OPAC	Fully	17.5	2017

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17150	Nil	100	Nil	17250	0
Reference Books	3100	Nil	100	Nil	3200	0
Journals	12	Nil	0	Nil	12	0
e-Journals	6000	Nil	0	Nil	6000	0
e-Books	135000	Nil	0	Nil	135000	0
Library Automation	2	Nil	0	Nil	2	0

[View File](#)

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nil

No file uploaded.

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	27	1	1	0	0	1	10	2	0
Added	2	0	0	0	0	0	0	0	0
Total	29	1	1	0	0	1	10	2	0

### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

200 MBPS/ GBPS
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### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
--------------------------------------------	------------------------------------------------------------------------

0	Nil
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#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2	2	10	10

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college administration gives utmost importance to the maintenance of academic and support facilities like laboratories, libraries, sports complexes, computers, and classrooms. The college authority initiates a maintenance drive every year through reparation works on the campus. The maintenance works are done mostly during the winter break and summer vacations. For that, we approach the service centers of the nearby cities as well as the local service providers or experts. In case of utilization, we provide the service of all facilities mainly to the students. We also provide the services to the local public also free of cost throughout the year keeping the interest of the students in mind. The College ensures the optimal allocation and utilization of the funds for the maintenance of infrastructure and the purchase of new equipment. The proposal for reviews the proposal, which is further approved by the principal. The quotations are invited and the equipment is purchased from the vendor with the lowest quote keeping in mind the quality and experience. The record of the equipment is maintained in the stock register. At the end of the financial year, the College carries out an Internal Financial Audit. The various functions of the college are carried out by the committees constituted by the Staff members. The garden is maintained by the Garden and beautification committee, and the upkeep of the library is done by the staff of the library and library committee.

<http://www.westgoalparacollege.ac.in/gallery.php>

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Swaccha Bharat	03/05/2017	47	Red Ribbon Club

Abhiyan			
Yoga Day Celebration	21/06/2016	124	0
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Seminar on Career Opportunity in Assam Police	0	0	0	0
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	1	West Goalpara College	Political Science	Goalpara Law College	LLB
2017	1	West Goalpara College	Political Science	JB Law College, GHY	LLB
2017	1	West Goalpara College	Political Science	NEHU, Shillong	Journalism
2017	1	West Goalpara College	Assamese	Goalpara Law College	LLB



2017	1	West Goalpara College	Assamese	IDOL, Goalpara College under GU	MA
2017	1	West Goalpara College	Political Science	JB Law College, GHY	LLB
2017	1	West Goalpara College	Arabic	Cotton University, GHY	MA
2017	1	West Goalpara College	Arabic	Dispur Law College	LLB
2017	1	West Goalpara College	Arabic	Cotton University, GHY	MA
2017	1	West Goalpara College	Arabic	Gauhati University, GHY	MA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Long Jump Competition	UG	17
Singing Competition	UG	9
100 Meter Race	UG	20
Debate Competition	UG	10
Assamese Poem Recitation	UG	12
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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

West Goalpara Students' Union: Students' Union of the college is an elected

body elected by the regular students. The college holds the students union election in every academic session following the guidelines of Lingdo-Commission and the rules and regulations framed by the college authority. It has a pivotal role to develop curricular and extra-curricular activities of the college. The authority frames an election commission for conducting the election smoothly. The West Goalpara College discharge their duties as per the college constitution The Union conduct Fresher's social ceremony, College week, college foundation day and other remarkable days of the college. More over the college Students Union plays an active role for eradiating ragging entirely from the college campus. The Student Union keeps strict vigil and carries out an awareness drive among the students for preventing the ragging following the direction of the college authority. Grievances and Redressal Cell: The Committee comprises with the members of faculties and students constituted by the college authority. The committee solves all the complaints arisen by the students. The committee arranges to hear statements from both sides and tries to mitigate the same. (NSS) National service Scheme: The College has an NSS Committee. The Committee comprises with the teachers and Students constituted by the college authority. The NSS plays pivotal role in arranging some important schemes. Scouts and Guide: The Scouts and Guide play a vital role in various occasions held in the College such as Independence Day, Republic Day and College Foundation Day.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

207

5.4.3 – Alumni contribution during the year (in Rupees) :

145000

5.4.4 – Meetings/activities organized by Alumni Association :

Yes

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Believing the saying of Henry Ford, "If everyone is moving forward together, then success takes care of itself", and accordingly the West Goalpara College practices Decentralization and Participative Management. It focuses on collaborative work and combined efforts of all the stakeholders right from the president, G. B. and its members to the teaching, Non-teaching staffs and student, alumni and parents and guardians. All of their cooperation and involvement in devising and academic matters through different committees have contributed to the growth of the college. Apprehending seeing the necessity of the college for its ongoing progress and development, the college focuses keen on decentralization by giving/catering equal appropriate as well as equal role to participate in the functioning by the college towards its Governing Body, Principal, and various committees which are provided with specific functions to meet up the multi-natured needs of the same. The Governing Body is the highest decision making body inside the college family which takes care of all facilities to fulfill the quality and required needs of the higher education

bodies to reach the set goals of the college. The principal, the Heads of all departments, teaching and Non-teaching faculty along with the Students' Union members concentrate on upbrining the progress of the college by sharing the responsibilities and participate towards the growth of the college. • The Principal of the college is the member Secretary of the Governing Body and Chairperson of the IQAC. The Principal in consultation with faculty members related to different committees make plan to implement of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decisions of the Governing Body, the IQAC of the teachers of the college. • The Governing Body nominates the faculty to represent in the IQAC and other committees. The faculty members who nominate two members every year to represent in the governing body. There are also some Sub-committees where the Principal nominates the faculty members in his individual capacity, of course, the composition of all sub-committees is changed every year to ensure a uniform exposure of academic duties and professional development of the faculty members. • There is a students' Union body and some cells where the students either by elected or nominated, represent in various capacities or could play role for the all-round development of the college. • Members from the non-teaching staff and represent in the governing body and the IQAC. For framing policies and taking important decisions, suggestions and also considered for the non-teaching staff.

**Participative Management** The college always upholds the culture of participate management at the different levels: • The Principal, Governing Body, teachers and the IQAC are involved in designing policies, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievances, support services, finance etc. • The Principal, faculty members, non-teaching staff and students share their knowledge while working for a committee. • The Principal, faculty members, office staff and students join hands together for the execution of academic and administrative works.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The individual college has hardly any scope to have the freedom to develop its own curriculum. Accordingly, our college follows centrally imposed syllabus by the affiliating university namely Gauhati University. But individual teachers of the colleges are, directly or indirectly part of the curriculum development process.
Teaching and Learning	The departments of the college make and implement unit plans and lesson plan. The college implements the combined academic calendar of affiliating Gauhati University with some own institutional additions. Feedbacks are collected from the various stakeholders in general and from the students in particular every year and after analysis the same, necessary actions are taken up.

Remedial classes are arranged semester wise for slow learners identifying their area of weakness. Tutorial classes are also arranged for improving the capacity of the students. New books are suggested every year by the faculty members as per the requirements in the respective subjects. Encourage the students to make use of Library and specially to inculcate the habit of Newspaper and Magazine reading. The departments arrange departmental Workshop, Seminar, Group Discussion, and Informal Talk. The college also provides the facility for educational excursion, Field Trip, Quiz, Assignments and Project Works for concerned departments.

**Examination and Evaluation**

For evaluation of students, regular class tests and assignments are given. Sessional examination is conducted for each semester before semester end examination. After checking, the answer scripts of sessional examination are shown to the students to acquaint with their errors and to encourage as well. For examination dates and relevant information, timely notifications are put up on the notice board of the college and uploaded on the college website. The college follows the rules and regulations of the affiliating university, Gauhati University, Guwahati for examination and evaluation.

**Research and Development**

The college has a research committee which encourages and makes updated the faculty members to carry out their research activities. The faculty members are provided duty leave as per norms for attending seminars and conferences. Internet facility, NLIST Subscription to access e-resources is available to the staff and students to facilitate smooth progress of research schemes and projects.

**Human Resource Management**

The Human resource management is that process of management which develops and manages the human elements of an organization. It is not only the management of skills but also the attitudes and aspirations of people. When individuals come to a work place, they come with not only technical skills, knowledge, experience etc., but also with their personal feelings, perceptions, desires, motives,

attitudes, values etc. Accordingly, the college always takes initiatives to recruit qualified and efficient Teaching and non-teaching staff as per UGC and State Government guideline. It also motivates the staff for advance studies under UGC Faculty Development Programme. The college also encourages the faculty for participation in Seminar, Conference, and Workshops. Assessments of faculty members are done on the basis of Self- appraisal, Students Feedback, departmental appraisal and extracurricular activities. The college provides various categories of leaves to all staff members as per State Govt. Leave Rule and UGC.

**Admission of Students**

The College ensures publicity and transparency in the admission process through following ways (i) The college Prospectus (ii) Display of notice regarding admission in the Notice board. (iii) Banner, Poster etc. (iv) Website: [www.westgoalparacollege.ac.in](http://www.westgoalparacollege.ac.in) (v) Admission cell. (vi) One to one counseling by the faculty members.

**6.2.2 – Implementation of e-governance in areas of operations:**

E-governance area	Details
<b>Finance and Accounts</b>	The College has implemented digital operation in the area of finance of accounts and Examinations. The College has introduced online payment system on various transactions in connection with salary of teaching and non-teaching staff and their income tax from March 2017 and onwards. The various examinations under degree programme are conducted by affiliating Gauhati University and payment related to the examinations fee etc. is done by online mode only

**6.3 – Faculty Empowerment Strategies**

**6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year**

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Dr. Kanta Chakraborty	UGC-Sponsored National Seminar on Folk Literature and Language of	Department of Assamese, Goalpara College	600

		Northeast India		
2017	Shoriful Islam	National Seminar on Teachers as Motivators and Counsellors	USTM, Meghalaya	600
2017	Dr.Dewan S. Rahman	Second International Conference on Material Science	Department of Physics, Tripura University	600
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Application of Digital Library	Application of Digital Skill	15/10/2016	15/10/2016	31	5
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refreshers Course on Comparative Literature	1	06/03/2017	26/03/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
3	2	4

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The College maintains three types of audit mechanism: Internal Audit done by

Governing Body if required (not mandatory) Approach to the Government for Local Audit Special audit done by the Chartered Accountant to prepare audited utilization certificate in respect of various fund sanctioned and released by the Govt. of Assam and UGC etc. The last audit is done in the college for the period 2015 - 2016. No major objection is found in Audit report however the Governing Body meets all objections raised in Audit report and submitted for disposal.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Non-Government Bodies	145000	Bicycle Stand for students
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6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	No	Null
Administrative	No	Null	No	Null

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Parents/guardians provide valuable suggestions in the form of feedback to be followed up by the college authority. 2. Three guardian members are included in the Governing Body of the college as per government guideline. 3. Departmental parent-teacher meetings are held at the beginning of the academic session in order to appraise them about the rule and expectations.

6.5.3 – Development programmes for support staff (at least three)

1. Orientation Programme for non-teaching staff on accounts and office management which are conducted in every year. 2. Tejaswini Women Society, a co-operated society provides financial help to the needy persons. 3. Loan Facility

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Construction of new building for Laboratory and Classrooms 2. Improvement of ICT environment in the college campus. 3. Introduction of Major/ Honors in Botany, Physics. 4. Encouragement for Research Culture among faculty and students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2016	Improvement of extracurricular activities of Students	10/09/2016	10/09/2016	15/09/2016	122
2017	Held programme about women empowerment	15/03/2017	15/03/2017	15/03/2017	196

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A programme on women empowerment	08/03/2017	08/03/2017	75	10
Awareness Camp against early marriage	26/04/2017	26/04/2017	42	15

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The college emphasizes to make the campus clean and green and accordingly to reach that goal, our college takes programmes on management of Garbage, Energy Saving by using of CFL/LED Bulbs , Plastic Free Campus, Tobacco Free Zone etc.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	14/09/2016	1	Program on job opportunities	Job Opportunities	82
2017	1	1	22/02/2017	1	Talk on Sexual Harassment	Sexual Harassment	74



					assments and Legal Provision	t And Legal Provision	
2017	1	1	18/05/2017	1	Talk on Drug Abuse	NO TOBACCO	110
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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for Teachers and students	11/08/2016	The college is a provincialized college and such, the teachers are liable to follow all the rules and regulations framed by Govt. of Assam in discharging duties. The code of conduct of West Goalpara College outlines students conduct and disciplinary policies pertaining to students of the college, it aims at maintaining an atmosphere in the community appropriate for an institution of higher education.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Women's Day	08/03/2017	08/03/2017	120
Gandhi Jayanthi	02/10/2017	02/10/2017	90
<a href="#">View File</a>			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<ul style="list-style-type: none"> <li>• Successfully completed the plantation program on different occasions and the staff, alumni and our students have planted trees during the plantation programme and World Environment Day.</li> <li>• The college has initiated strict prohibition of single use plastic in the campus</li> <li>• The college has strictly prohibited / making no smoking / tobacco free campus.</li> <li>• Minimizing the paper works by making examination work online.</li> <li>• Set up a garden in the college campus / for campus beautification.</li> <li>• Set up a garbage disposal.</li> </ul>
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## 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

<p>1) Title of the Practice : Visit to a forest to Study the Nature Goal: Everyone needs to take a break away from everyday busy life and routine to be tranquilised. Specially to make aware about the benefits of visiting to nature, field study trips are arranged for the students of the college. The students are also made aware about the importance of the savings of forest. Context: Our college authority always emphasises on field study trips. These trips to nature give an opportunity to observe and to be acquainted with the natural</p>
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environment which gives the first hand experience of what they learn theoretically in classes. Such trips also offer opportunity to interact outside of the class room. Practice: The Geography Department of our college under the guidance of Prof. Abdul Latif Mollah , HoD with the co-operation of the fellow colleagues , a trip was organized and done successfully on 14th February/2017. Evidence of Success: The college authority as well as the student participants became satisfied with the trip and authority suggest for arranging such programmes on regular basis. Three teachers and fifty students participated in the trip. Due to this practice, staff members and students became aware of the nature and take initiatives for making clean and green the college campus. Problems faced: A tour to a forest is a risky programme. As the college is located in a remote area, it is difficult to arrange such tours. 2) Title of the practice : Village adoption and visit Goal: The goal of the village adoption is to provide information for the development of the area and to assist the village in assessing the best possible ways for improvement and development, also to identify the potential of the village for growth and is to provide the opportunities of learning . Context: Our college considers the necessity to render its services knowledge of the college may be made available to this outside of the college fraternity. The village adoption program provides many opportunities for the students and teachers to understanding of the rural people, rural system and habitat. The college provides educational help by conducting tours, special talks etc. on various issues to the problem identified. The Practice: Village adoption program is a self financed program generated purely out of the goodwill and desire to serve others. Necessary Fund is generated by donation of the authority and teachers. The college forms a committee with the principal as the chairman. The committee decides to conduct various surveys on which village is to be adopted. Evidence of success: Through the village adoption program, the college provides opportunities for rural community. The village adoption committee organizes a number of workshops, group discussion etc. Problem faced: It is very difficult to manage the program due to busy academic schedule and fund restrictions.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.westgoalparacollege.ac.in/bestpractices.php>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institute provides students opportunities for learning the subjects to earn desired degree and also help them to gain knowledge in subjects beyond the course . The college is situated at the heart of the Goalpara West Constituency but large number of students is drawn from rural back ground, char areas. The college provides a platform to the students from socially backward sections like tribal and minority community. The college is committed to nurture the sense of rational thinking and humanistic values so as to maintain unity in diversity, brotherhood, peace of communal harmony .Keeping in view the distinctive vision of our college, it has the capacity to accommodate both girls and boys in the hostels who come from "char" and distant areas. To promote inclusive education, the college emphasizes on mainstreaming the minorities of the char areas and tribal communities. To maintain universal brotherhood the college celebrates all religious festivals. The faculty members encourage the students to visit the college library to create reading habit. Apart from other socio - economic areas our faculty members provide extra attention in the academics to ensure a holistic development among the students, aid fund for the needy students. To impart quality education the teachers of the college also keep themselves updated in the field of academic by attending

seminars , orientation programme, faculty development programme, short term and refreshers courses. Our college was set up with the cooperation and support of the community to address the need for providing quality education to the economically weaker sections. The college was established by the prominent educationist for imparting education to the socially -economically backward students, especially to the girls. Girls coming from the char areas are provided a safe and secure with women / girls hostel where they are provided all facilities fulfilling their dreams. The college provides Gym within the campus to provide our students for physical and mental fitness.

Provide the weblink of the institution

[http://www.westgoalparacollege.ac.in/insti\\_dist.php](http://www.westgoalparacollege.ac.in/insti_dist.php)

### **8.Future Plans of Actions for Next Academic Year**

The future plans of Action for next Academic year i.e. 2017-18 1. To fill up the vacant post for smooth functioning of the institution. 2. To collect and analyze feedback forms for all round development. 3. To develop the laboratory infrastructure and well equipped class rooms. 4. To observe and celebrate National and International Days to temperate moral/ethical and scientific values.