

The
ANNUAL QUALITY ASSURANCE REPORT
(AQAR)
of the IQAC
of
Salesian College, Sonada
2004-05

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The Annual Quality Assurance Report (AQAR) of the IQAC of Salesian College Sonada

Part A:

Name of the Institution

Year of Report

SALESIAN COLLEGE, SONADA

2004 – 2005

Mission Statement of Salesian College

Salesian College is a catholic educational institution which inspires academic achievements and nurtures one to grow as a person by providing the apt intellectual and spiritual ambience for inner growth conserved through the warm, friendly and helpful spirit of each member of the college following the educational system of Don Bosco.

Part B:

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

- Regular College Staff meetings are held in the first week of each month to evaluate the programmes of the previous month and plan for the month ahead as per the college calendar annual plan.
- Hosting and Organizing Seminars:
 - a) Seminar on **Nepali Language and Linguistics** (Organized by CIIL, Mysore, October 11-13, 2004)
 - b) Seminar on **Cultural Identity in Nepali Language and Literature** sponsored by UGC organized by Salesian College, Sonada, March 11-12, 2005. The proceedings of which are in the Press.
- Seminars attended by Different Staff members
 - a) Mr Joydip Majumdar (Economics Dept.) and Mrs Amina Fareedi (History Dept.) attended a workshop on **Media impact on Gender Issues** at Netaji Bose Himalayan Study Centre, Giddhe Kurseong, Darjeeling, in December 16, 2004 organized by the centre for Development Studies, Kolkata.
 - b) Fr. (Dr.) Tomy Augustine (Philosophy Dept.) attended the ICPR sponsored National Seminar on **Language, Understanding and Interpretation: East-West Perspectives** at NBU, from 22-24 March 2005. He also attended the refresher course in Philosophy of Religion organized by the Department of Philosophy, Banaras Hindu University, from 9-29 February, 2005.
 - c) Fr. (Dr.) Thadathil George, (HOD, Dept of Philosophy) participated at the All Indian Christian Philosophers Association Annual Conference (18-22 October 2004) and presented a paper on **Significance of Gramsci in India Today** and at the International Philosophy Seminar on **The Challenges of the Vision of Emmanuel Mounier**, at Salesian Pontifical University, Rome, (January 11-16, 2005)

- Guest Lectures were organized on the following topics during the year:
 Dr. Sanal Mohan, Institute of Social Science Research, Kolkata, on **Colonialism and its Ideologies** on 18 March 2005.
 Prof. Sharad Deshpande, Dept. of Philosophy, University of Pune, on **Principles and Methods in Philosophy** on 21 March 2005.
 Dr R.P. Dhakal, Principal, Kalimpong College, on **Regional Politics and National Mainstream in Darjeeling Hills**, in 21 November 2004.
 Mr Richard, Research assistant from Southampton University, to SPARSH, an NGO for the handicapped, Darjeeling, gave lecture on **"Impact of Pesticides on Handicapped in the Tea Plantations"** on 31 March 2005.
 - Parents' meeting with the staff of the college is an annual event that enlists the cooperation and support of parents for the policies and new decisions regarding college development. A change in the timing of the meeting has been proposed to ensure better participation from parents.
 - Spiritual Retreat for the Christian and Religious students is an annual feature and this year it was conducted at the **Matridham Ashram**, Banaras in the months of December 2004 and February 2005 respectively for the second, first and third year students assisted by staff members.
 - Publication of the College Magazine SCSPEAKS: two issues have been released in this academic session, one in October as a special issue on the Rector of the College at his Silver Jubilee of Religious Profession in the Salesian Society, and the other in April 2005.
 - Publication of Books :
 i) **Communities and Identity Consciousness: South Indian Trajectories** (Madras University & SCS publication) released in December 2004. Co-edited by Dr George Thadathil sdb, principal and HOD of Philosophy Dept.
 ii) *Cultural Identity in Nepali Language and Literature* (To be released in July 2005). It will be a bilingual with the Nepali title being *Nepali bhasha-sahityama sanskritic chinhari*. It is edited by Dr. George Thadathil sdb, Dr. Jiwan Namdung, Mr Terence Mukhia M.A. M.Phil., and Ms Basanti Mukhia M.A.
2. New academic programmes initiated (UG and PG):
- a. **Career Oriented Programmes (UG)**
 - Communicative English
 - Tourism and Travel management
 - Computer Application
 - b. **IGNOU (UG) Courses:** BPP, BA., B.Com and CIC. The College has been approved as a study centre of the IGNOU from 17 May 2005 (IG/SSRC/SSC-2856-D/05/251). The notification regarding the Salesian College Study Centre D- 2856 was issued in Delhi on 28 April 2005 (F.No. IG/RSD/2000/2619).
 - c. **ECIT Courses:**
 - a. PGDCA: Post Graduate Diploma in Computer Application (6 months programme)
 - b. DHN: Diploma in Hardware and Net-working (6 months programme)
 - d. **B.Ed Course** (awaiting sanction)

3. Innovations in curricular design and transaction:
 - a. The Career Oriented Programmes have been inserted into the regular day's schedule as to enable the student cope with all three of the programmes offered during the year. The trimester wise scheduling of classes makes this provision viable.
 - b. The Remedial classes for the weaker students have been scheduled in the beginning of the year before the honours classes proper begin.
4. Inter-disciplinary programmes started:

Three courses have been designed as interdisciplinary:

 - a. An **introduction to sociology** as to aid the philosophy course as well as give a better grounding for literature and history studies.
 - b. The **social analysis** theory and project work is intended as application of the study of sociology and as a preparation for the job oriented courses they pursue.
 - c. The course on **cultural philosophy** is an inter-disciplinary course taking into account the studies students have done in philosophy, literature and history preparing them for writing Part II Honours examination at the end of the third year in college.
5. Examination reforms implemented:
 - a) Revision tests have been conducted during the long study leave for the students preparing for University exams.
 - b) The college conducts examinations every trimester. Before the University examinations (Part I & II) there will be the college level selection examinations. Only the names of those who pass in the college test examinations (with an aggregate of 40% marks for the Honours papers and 34.5% marks for each of the pass subjects) will be forwarded to the University for the University examinations. The college has the record of 100% pass in the University examinations. The college issues certificate for B.Ph. course and Basic course in Computer education.
6. Candidates qualified: NET/SLET/GATE etc.:

Two members of the staff are NET qualified (in Philosophy and Economics). One (from history Dept.) has written the test and awaits result and another (from English Dept.) is preparing to appear for the next test.
7. Total number of seminars/workshops conducted:

Total of Seminars	: 2 (1 UGC Sponsored and the other by CIIL, Mysore.)
Workshops	: 2 (by Economics and History Departments)
8. New collaborative research programmes:

Online research collaboration is initiated through the academic research website *Academici.com*
9. Research grants received from various agencies:
 - a) Rs. 70,000.00 (UGC) for the Seminar on Nepali Language and Culture.
 - b) Rs. 1, 68, 000. (ICPR/JRF) Fellowship
10. Details of research scholars: 2
 - a) Fr. (Dr.) Tomy Augustine has joined the Philosophy faculty on completion of a research project in "Yoga Tantra: Theory and Praxis in the light of the Hevajra Tantra" at the Department of Philosophy, Banaras Hindu University. The Research was funded by Indian Council of Philosophical Research.
 - b) Fr. (Dr.) George Thadathil is compiling and editing the papers of the research seminar on "Cultural Identity in Nepali Language and Literature" in association with Dr. Jiwan Namdung the Nepali Translator, Darjeeling, Govt. of West Bengal. The Research Seminar was funded by University Grants Commission.

11. Honours/Awards to the faculty:

12. Internal resources generated:

The past year 20 lakhs donations have been received from various friends of the college towards implementing an innovative project of generating electricity from the mountain stream close to the college property. The work is in progress.

13. Community services:

The students reach out on weekends to twenty villages to provide recreational facility, coaching in English, and literacy promotion.

The third year students conducted a survey in some of these villages on the problems of early marriage and unemployment.

14. Teachers and officers newly recruited:

- a. Fr.(Dr.) Tomy Augustine Ph.D (Dept. of Philosophy)
- b. Fr. Bikash Mondal M.A. (Dept. of English)
- c. Fr. James Chacko M.A. (English) & M.Sc. (Psychology)(Dept. of English)
- d. Fr. Francis Gomes M.A. (Dept. of English)
- e. Br. Ujjol Mondal M.A. (Dept. of History) (NET result awaited)
- f. Mr Pijush Kanti Dutta M.Sc IT, (Dept. of Computer Studies)

15. Teaching- non-Teaching staff ratio: 2:1

16. Improvements in the Library services:

- The first phase of computerisation of the Library books is completed.
- Articles from the Journals are being computerised for reference.
- Space reallocation has been done as to enable more students' access to read and work in the library.

17. New Books/Journals subscribed and their value

- New books added to the library : 890
- New journals subscribed : 7
- Money spent for Journals (2004-05) : Rs. 15,551.00
- Money spent for the books (2004-05): Rs. 10,08,334.00

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

At the end of each trimester the students make an overall evaluation of the trimester. Each honours subject teacher is evaluated at the end of the course and the feedback thus given through the questionnaire is made available to the teacher concerned for further improvement and/or necessary action.

20. Unit cost of Education: Rs. 4,204.87

21. Computerisation of administration and the process of admissions and examination results, issue of certificates:

For admission purpose the prospectus is printed annually. The admission details are made known through the website as well as advertisement in local newspapers. The trimester examination results are made available on the Intranet and promotion test and selection test marks are send to

the parents of the students. The student data recorded in personal files and the statistics are preserved in the office computer.

22. Increase in the infrastructural facilities :

The College administrative offices are in the process of being fully computerised. The Library, and Departments are also computerised. A mini hydro power station is being set up to meet the electricity requirements of the college.

23. Technology up gradation:

- V-SAT technology of the Hughes Escorts Company has been availed to provide Internet facilities to the offices, the departments and the students.

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

- Computer and Internet is easily accessible to Teachers and students and Training is provided to both by the staff of the computer department.

25. Financial aid to students:

- Nine deserving students have been provided the financial aid for their studies in the past year. The financial assistance was from Don Bosco Development Office, Kolkatta.
- Ex service men's wards get government stipend for books.
- Tea Garden employees' wards get assistance from Employee's Association.

26. Activities and support from the Alumni Association

- Organised Fete and Mini Carnival on 31 Oct, 2004
- Helped in the organization of the UGC sponsored Nepali Seminar, 11 – 12 March, 2005
- The new unit of the batch that completed their course in 2005 was set up on 4 May 2005.

27. Activities and support from the Parent-Teacher association

- The last Parent-Teacher meeting was held on 9 April 2005. Two new Parent representatives were inducted in the persons of Ms Sarah Lepcha and Mr. Sunil Subba.
- Dr. Jiwan Namdung, representative from parents' body helped organise 2 Nepali Seminars:
 - i. Nepali Language and Linguistics (11 – 13 October, 2004)
 - ii. Culture and Identity in Nepali Language and Literature (11 – 12 March, 2005)

28. Health Services

The college infirmary caters to the emergency medical needs of staff and students. The local health centre, private clinic and Doctors are availed of in case of need.

29. Performance in Sports Activities:

- Independence Day Cup won by Salesian College, 15 August, 2004
- Triangular Basket Ball Match (JTI, Youth of Darjeeling and SCS, 28 March, 2005)
- Cricket match organised between Residential and Day students (October 2004)
- Cricket match played between different courses on 12-13 December 2004.

30. Student achievement and awards:

Two students of the first year have been selected to participate in the All India Youth Leadership Training programme at ISI, Bangalore, organized by the Xavier Board of Higher Education (An association of Catholic Colleges in India)

Two students represented the college in the Inter College Debate on "Mass Media has Adversely affected Our Society" held on 5 May 2005 and one secured the second best speaker award.

31. Activities of the Guidance and Counselling unit:

One staff trained in Therapy has been assisting the students on personal problems and on making choices in life.

32. Placement services provided to the students:

- 3 Students appointed to a sister institution of this college, at Don Bosco School Mirik, as assistant teachers
- 5 students have been inducted into primary schools in the locality

33. Development programmes for the non-teaching staff:

The annual Picnic for non-teaching staff took place this year on 18 December 2004. A trimonthly interactive session by the Rector of the college with the non-teaching staff ensures their cooperation and is an occasion for them to bring forward their suggestions and grievances if any.

34. Healthy practices of the Institution:

- Value based talks/sessions and prayer services batch wise
- Occasional interactive sessions with students by the Rector, the Dean and the Counsellor
- Outing for the Course III along with select staff members
- Graduation Day on completion of all examinations and prior to the students leaving the college, as to honour the batch and give awards to exceptional performers in academic and co-curricular activities.

35. Linkages developed with National / International, academic/ Research bodies

- Salesian Pontifical University, Rome
- The Chair of Christian Studies, University of Madras
- Banaras Hindu University, Varanasi
- North Bengal University
- Indira Gandhi National Open University

36. Any other relevant information the institution wishes to add:

The parent/founder body came for a meeting with the managing committee (council) on 15-16 April 2005 for an overall evaluation and assessment of the college and especially to look into the suggestions made by the NAAC peer team report. It has been decided that in the governing body meetings there will be three representatives of the founder body as to enable quicker decision making and implementation of proposed projects. The decision has been taken to expand the college further in its student intake as well as infrastructural requirements phase-wise in the coming years.

Part C:

Details of the Institutional plan for the year 2005-6:

On the basis of the assessment done, for the college to move forward, three target areas have been identified: (1) Personnel management as to ensure a stable qualified team of lecturers with a commitment to the institution; (2) Increase in student intake and addition of new courses; (3) Infrastructural Expansion as to cater to the growth demands.

The Parent body through its joint meeting with the managing committee (council) of the college has given assurance about framing personnel policy as to strengthen the staff of the college. The student intake is being gradually increased as to keep a balance in the college campus environment to serve the twin objectives of the religious formation of the residential students as well as providing quality higher education to all the students enrolled. The initiation of Career Oriented Programmes (NBU), Job Oriented Courses (ECIT) and the Distance Education Units of (NBU, DDE & IGNOU) are steps in the direction of diversifying the courses offered in the college. The beginning of B.Ed as well as two other proposed Departments (Musicology & Psychology) will also cater to this aspect of developing the college.

The infrastructural expansion planned for the year ahead are as follows:

1. **Expansion of Library building:** to accommodate greater reading room space for staff and students; to increase the available stacks room space; to separate the stacks room and the reading room; and to create a general consultation section accessible throughout the day.
2. Creation of space for new departments: by shifting the present study hall and dormitory on second floor; by adding a **new residential block** behind the present library in three floors; by separating the hostel facility for residential students as to cater to two groups of 60 persons each.
3. A new **office space** is proposed on the first floor near to the reception counter for the purpose of documentation, collection of fees and general inquiries
4. An **audio-visual lecture hall** with a capacity to accommodate 150 students on the ground floor.
5. A **Language lab** to cater to the Communicative English student's proficiency in language skills.

Members of the IQAC:

- | | |
|-----------------------------|---------------|
| 1. Fr. Bikash Mondal | (Coordinator) |
| 2. Fr. (Dr.) Nirmol Gomes | (Member) |
| 3. Fr. Babu Joseph | (Member) |
| 4. Fr. Francis Gomes | (Member) |
| 5. Fr. (Dr.) Tomy Augustine | (Member) |
| 6. Mr. Terence Mukhia | (Member) |

Signature

.....
Bikash Mondal

Fr. N. Gomes

Babu Joseph

Francis

Tomy

Terence

Terence Mukhia

THE PRINCIPAL
SALESIAN COLLEGE,
MUMBAI (DARJEELING)