

**THE
ANNUAL QUALITY ASSURANCE REPORT (AQAR)
OF THE IQAC**

OF

SALESIAN COLLEGE

2005-06

**Sonada P. O. 734219
Darjeeling Dt., W. Bengal**

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SALESIAN COLLEGE, SONADA

Members of the IQAC:

Signature

1. Fr. (Dr.) Tomy Augustine(Member, Rector)

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Tomy

2. Fr. Francis Gomes(Member, HOD, English)

.....
Francis

3. Fr. Babu Joseph(Member, HOD, History)

.....
Babu Joseph

4. Mr. Terence Mukhia(Member, Dept of Philosophy).....

.....
Terence

5. Fr. Bikash Mondal(Member, Co-ordinator)

.....
Bikash Mondal

Principal
THE PRINCIPAL
SALESIAN COLLEGE,
SONADA (DARJEELING)

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 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.

The Details of the Institutional plan for the year 2005-2006 were the following:

A. On the basis of the assessment done, for the college to move forward, three areas had been identified last year: (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.

1. In a meeting of the Governing Body of the college the draft of the Personnel Policy was presented by the Principal, Dr. George Thadathil. As per the outcome of the meeting a new personnel policy has been implemented for the personnel management to ensure a stable qualified team of lecturers with a commitment to the institution. Secondly, Two interviews were held in the college for the posts of lecturers in Economics and History so as to strengthen the staff of the college.

2. 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 Plan for the beginning of B.Ed has been suspended due to several official reasons. The proposed two new Departments (Music & Psychology) could not be established last year. However, a Career Oriented Programme in Music is on the way to initiation.

B. The infrastructural expansion planned for the year ahead was 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. This plan was carried out to some extent.

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. This plan is yet to be implemented

3. A new **office space** is proposed on the ground floor near to the reception counter for the purpose of documentation, collection of fees and general inquiries. This too is yet to be implemented.

4. An **audio-visual lecture hall** with a capacity to accommodate 150 students on the ground floor. This too is yet to be implemented.

5. A **Language lab** to cater to the Communicative English student's proficiency in language skills. The Work is in progress.

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) A Two Days Research Scholars' Seminar was organised by Salesian College Sonada on 21-22 April, 2006.

b) The ACPI (Association of Christian Philosophers of India) annual Conference on the theme 'Pluralism: Challenge to Philosophizing in India' was organised by Salesian College on 18-22 October 2005.

Seminars attended by Different Staff members:

a) Fr. (Dr.) George Thadathil and Mr. Terence Mukhia from the Department of Philosophy attended a Seminar in St. Joseph's College, North Point, Darjeeling, on 9 September 2005.

b) Fr. (Dr.) George Thadathil attended, at the National Consultation on 'Indigenous Philosophies: New Horizons' on revamping philosophical curriculum organized by the Dharamaram VidyaKshetram, pontifical athenaeum of the Oriental Churches at Bangalore on 3-5 June 2006 and presented a paper on "Vision From the Margin: Rethinking Philosophical Education in India."

c) Fr Francis participated in the National Seminar on Communicative English organized by the 24 Parghanas College, Kolkata in March 2006. He also participated in a four day training programme for Softskills in communication organized by the Competent Infosystems, Delhi, November 2005.

d) Fr Tomy Augustine and Fr Dr George Thadathil Participated at the 80th session of Indian Philosophical Congress, at NBU, 24-27 October 2005 and presented papers.

e) Frs Nirmol Gomes, Tomy Augustine, George Thadathil, and Bikash Mondol participated at the "Counselling Skills and Self Development" Programme for Formators organized at Bandel, Retreat House from 19-25 January, 2006.

f) Fr George Thadathil presented paper at the National Seminar on "Developing Innovative Strategies in Higher Academics" (DISHA) at St. Xavier's College Mumbai on 3-5 February 2006. He also presented papers at the UGC Sponsored seminars at St Joseph's College North Point, Darjeeling on "Civil Society Institutions and Democratization Process: A case study in Darjeeling" on 9 September 2005 and at Government College, Darjeeling on "The Environment as the Matrix for Cultural Identity," on 16 November 2006. He was also a guest

speaker at the AGSU organized consultation seminar on "Central University for Darjeeling" on 12 September 2006 at Darjeeling.

○ **Guest Lectures were organized on the following topics during the year:**

a) Prof. Amar Rai of Loreto College, Darjeeling gave a talk on "The Sixth Schedule and the DGAHC" on 20 March 2006.

b) Fr Joseph Punchakunnel addressed the students on "Cultural Diversity and Approach to Life in Bolivia" on 20 February 2006.

c) A talk on the theme 'The Growth and Development of Salesian College' was given by Fr Joseph Kezhakekkara in May 2006

d) Fr Mathai Vellapallil sdb ex principal spoke on the theme 'The UN Agenda for Higher Education' in November 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 month of February 2006 for the first year students. They were accompanied by staff members.

○ Publication of the College Magazine SCSPEAKS: One issue is getting ready for release.

Publication of Books: The College has five publications to its credit. The book entitled **Subaltern Perspectives: Philosophizing in Context** edited by Dr George Thadathil, published by Asian Trading Corporation, Bangalore, was released on 18 October 2005. Two Doctoral Dissertations are in the process of being published.

2. New academic programmes initiated (UG and PG):

a. Education Honours: The College has got affiliation of Education Honours. The first batch of 21 students has been admitted for Education Honours Part I for the Session 2006-2007.

b. Career Oriented Programmes (UG)

- Communicative English
- Tourism and Travel Management
- Computer Application

c. 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).

This is the detail about the number of IGNOU students who have enrolled:

- a. B.A. (Part-I)=07
- b. B.A. (Part-II)=03
- c. BPP (First Batch)=14
- d. BPP (Second Batch)=45
- e. CLP=19

Total=88

d. **ECIT Courses:**

a. PGDCA: Post Graduate Diploma in Computer Application (6 months programme)

b. DHN: Diploma in Hardware and Net-working (6 months programme)

e. **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:

- c. An **introduction to sociology** as to aid the philosophy course as well as to give a better grounding for literature and history studies.
- d. 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.
- e. 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.:

01	NET/SLET/GATE	TWO
02	M. Phil.	TWO
03	Ph. D.	TWO
04	Doing M.Phil	TWO
05	Doing Ph.D.	ONE

7. Initiative towards faculty development programme:

8. Total number of seminars/workshops conducted:

Total number of Seminars : Getting ready for a Nepali Seminar. It will be organised jointly by Salesian College and Sahitya Akademi, New Delhi.

Workshops : 1 (Research Scholars' Workshop on 21-22 April, 2006)

9. Research Projects: a) Newly Implemented: b) Completed

a) Newly Implemented:

- One of the staff members has undertaken one year project entrusted by Sahitya Akademi, New Delhi on *Agam Singh Giri*, a Nepali poet.
- One of the staff members is doing Ph.D. on *Louis Mathias* from Salesian Pontifical University, Rome.
- The college will be conducting Research Workshops twice a year.

b) Completed:

- One of the staff members has just completed a project entrusted by the Diocese of Darjeeling on *The History of the Salesians in Darjeeling, Sikkim and Nepal*.

10. Patents generated, if any: NIL

11. New Collaborative Research Programme:

- Online research collaboration is initiated through the academic research website *Academici.com*
- The college has taken a decision to organise Research Scholars' Workshop twice a year.
- Micro Research on HIV Aids awareness in the rural villages surrounding the college in collaboration with the NGO Prerna, Darjeeling by the third year students under the Social Analysis Programme.

12. Research grants received from various agencies:

13. Details of research scholars:

- 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. Joseph Pauria is doing Ph.D. from the Salesian Pontifical University, Rome on *Mgr. Louis Mathias*.

- c. Mr. Terence Mukhia has been appointed by the *Sahitya Akademi*, New Delhi, to write a Monograph of 100 pages on the Nepali Poet Agam Singh Giri. It is a project for one year which will be submitted to the *Sahitya Akademi*, New Delhi, by April, 2006.
- d) Fr Dr George Thadathil is a consultant to the AGSU sponsored effort to set up a Central University in Darjeeling.

14. Citation index of faculty members and impact factor:

15. Honours/Awards to the faculty:

Dr Fr Tomy Augustine received his Ph.D award in the Presence of President Abdul Kalaam at BHU in March 2006.

Fr Dr George Thadathil was nominated Board Member of the All India Association of Christian Higher Education from the Eastern Zone at the 14th General Body Meeting held on 28-31 December 2005 at New Delhi.

16. Internal resources generated:

Besides the 20 lakhs donations generated the previous year additional costs have been recovered 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 still in progress. The final approval from the local government is being awaited.

17. Details of departments getting SAP, COSIST (ASSIST)/DST.FIST, etc. assistance / recognition:

18. Community services:

- Two staff members animated students of classes 9, 10 of a neighbouring school for two days.
- The students reach out on weekends to twenty-six 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 Awareness of HIV AIDS using the KABP Survey strategy in collaboration with the Darjeeling based NGO, PRERNA.
- Aforestation (plantation of the trees) by the third year students in the locality.

19. Teachers and officers newly recruited:

- a. Fr. Kurikayil James M.A. M.Ed. M.Phil.
- b. Br. Patrick Lepcha (Department of Language and Communication)
- c. The college has taken four part-time teachers this year. Two in the Department of History, one in the Department of Economics, and one in the Department of English.

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

21. Improvements in the Library services:

- Guillotine paper cutting machine costing Rs. 51,080/- has been installed.
- The library software (Eblis) has been updated. One new facility is the direct search facility from the OPAC without entering ID. New circulation system (Barcode Circulation) and budget system have been added.
- 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.
- Now the Library has 29,952 books excluding journals, magazines, and bound volumes.

22. New Books/Journals subscribed and their value

- New books added to the library : 392
- New journals subscribed : 9
- Current subscriptions : 72
- Money spent for Journals (2005-06) : Rs. 16,958/-
- Money spent for the books (2005-06): Rs. 90, 202.50/-

23. 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.

24. Unit cost of Education:

Unit Cost excluding Salary component:
Total No. of Students: 198

$$\frac{\text{Rs. } 1025964.32}{198} = \text{Rs. } 5,181.63 \text{ (Unit cost of education)}$$

25. 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.

26. 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.

27. Technology Up-gradation: V-SAT technology of the Hughes Company has been availed to provide Internet facilities to the offices, the departments and the students.

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

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

29. 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.
- Annual aid of Rs. 3000/- only is given to the poor students.
- Ex service men's wards get government stipend for books.
- Tea Garden employees' wards get assistance from Employee's Association.
- Some students avail of the Tribal and Scheduled Caste's Welfare Department scholarships.
- AIACHE scholarship is made available to two Christian students from the SC/ST and general category respectively.

30. Activities and support from the Alumni Association

- Organised Independence day programme for the neighbouring schools and clubs
- Organised Career Counselling programme for the school and college students

31. Activities and support from the Parent-Teacher association

- Annual parents and teachers' meet for year was held on 6 April 2006.

32. 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.

33. Performance in Sports Activities:

- b. Participated at the Independence Day Cup Tournament in preparation for 15 August, 2006.
- c. Cricket and Basketball matches are organised regularly by the college.
- d. Sports activities are regular on the college campus with inter batch tournaments in outdoor and indoor games.

34. Incentive to Outstanding Students:

- The college gives awards to the best students in various fields: study, attendance, sports, literature, essays and debates, cultural programmes, etc.

35. Student achievement and awards:

- One student got the first prize (in cash) on essay competition organized by the Xavier Board for Higher Education.
- Five students participated at the Regional Youth Leadership Training Programme organized by the Zonal unit of the Association of Catholic Colleges and held at St Edmunds College, Shillong from 11-15 October 2005.
- One English Honours student was awarded gold medal by the North Bengal University for scoring the highest in the English Honours Part II Examination. - 2005.
- Five students from the three batches participated in a Seminar "Democracy and Youth" organized at Kalimpong College, Kalimpong on 10-13 April 2006.

36. 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. The religious staff on the campus do avail their time for timely guidance to needy students.

37. Placement services provided to the students:

- e. 3 Students appointed to a sister institution of this college, at Don Bosco School, Mirik, as assistant teachers.
- f. 7 students have been inducted into primary schools in the locality.
- g. Two students got admitted in Frankfinn Institute for Hotel management and Air hostess
- h. The Wipro Consultancy team came for a Campus interview in April 2006.

38. Development programmes for the non-teaching staff:

The annual Picnic for non-teaching staff is organised every year. 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. Housing loans are made available to them and the college sponsors the education of their children.

39. Healthy practices of the Institution:

- i. Value based talks/sessions and prayer services batch wise
- j. Occasional interactive sessions with students by the Rector, the Dean and the Counsellor
- k. Course-wise outing along with select staff members were organised at different times of the year
- l. 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.
- m. Daily Assembly and the Good Morning Talks.
- n. Annual Social Awareness Programmes.

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

- o. Salesian Pontifical University, Rome
- p. The Chair of Christian Studies, University of Madras
- q. Banaras Hindu University, Varanasi
- r. North Bengal University
- s. Sahitya Akademi, New Delhi
- t. Indira Gandhi National Open University

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

- The College has formed a Governing Body with some new members. Fr. Tomy Augustine was appointed as the new Rector of Salesian College and the secretary of the Governing Body. The Governing Body has devised a new Personnel Policy.
- Some lecturers have been made permanent.
- The College has started Education Honours from June 2006.
- The College participated in the Protest March against the violation of the minority community's right (guaranteed by the articles 29 and 30 of the Indian Constitution) by the West Bengal Government.

Details of the Institutional plan for the year 2006-2007

(There is a repetition in this section, in comparison to the previous report and it is intentional as we are to target similar goals for the year ahead as well. The infrastructural expansion projects are underway and therefore being mentioned again.)

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; (4) plan to introduce Economics Honours, Psychology general, Statistic general and Music as part of COP.

The personnel policy as to create a uniquely Salesian tone to the higher education offered is in the process of being studied and modified prior to placing for approval before the Parent Body. 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 proposal to initiate B.Ed as well as the Economics Honours with Statistics and Computer Science as electives will also cater to this aspect of developing the college.

The infrastructural expansion planned for the year ahead is 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 adding a **new College block** as extension to the present library in three floors besides the basement as to cater to the demand for new **lecture halls, office space and the reception area** for the purposes of documentation, collection of fees and general inquiries.
- 3. An audio-visual lecture hall** with a capacity to accommodate 150 students on the ground floor and an **examination hall** to seat 400 students.
- 4. A Language lab** to cater to the Communicative English student's proficiency in language skills. The Equipments are from Competent Infosystems, New Delhi, and the interior design is by the College management.