

## **INSTITUTIONAL PERSPECTIVE PLAN WEST SILCHAR COLLEGE, BARJATRAPUR**

West Silchar College was established in the year 1985 with the sole aim of providing higher education to the students of Barjatrapur and in and around Barjatrapur vicinity. The students of this area mostly hail from economically poor families and as such they are unable to provide for themselves the educational expenses outside Barjatrapur. The distances of such outside educational institutions are also another obstacle for the Barjatrapur students in acquiring higher education. Hence, West Silchar College, has been playing an active part in imparting knowledge and education for more than three decades. The motive is not only to provide education but also personality and moral upliftment as a whole. Along with syllabus education, several extra-curricular are also imparted in the college.

The college got its affiliation to Assam University in 1995-96 and presently offering B.A in General-Programme in 8 subjects viz., Bengali, Economics, Arabic, English, History, Political Science, Manipuri, and Philosophy as well as B.A

Presently, there are 19 teaching faculties viz- 6 Assistant Professor (permanent) and 13 Non-permanent Assistant professors in various departments in the college (13 Male+06 female). And 12 (permanent) non-teaching staffs (10 Male+02 Female). It has also 01- Assistant Librarian (permanent) and 01 Library Assistant (permanent).

The College is located in a rural campus occupying about 5.15 acres land in Kalain area of Cachar District of Assam. The College is functioning under the leadership of the Governing Body and guiding the society with a clear vision.

Since the establishment, the college boast itself in producing the finest students who are now absorbed in different jobs both public and private

sectors. Not only that, even these students are engaged in various social works through some NGOs or other organisations.

The college mission does not stop here. The college aims to strive towards academic excellence, research progression, skill-development of students, faculty development, administrative reforms, infrastructural development and many more in coming days. The College is determined to become a pioneer institution of higher education in the state of Assam.

### **Institutional Information:**

<b>Name of the college:</b>	West Silchar College, Barjatrapur
<b>Address</b>	: West Silchar College, Barjatrapur District-Cachar, Assam, Pin- 788817
<b>Year of establishment:</b>	1985
<b>Affiliated to</b>	Assam University, Silchar ( <a href="http://www.aus.ac.in">www.aus.ac.in</a> )
<b>Type of institution</b>	Provincialized in 2013
<b>Type-</b>	Co-education
<b>Stream-</b>	Arts
<b>Course-</b>	Three year under-graduate degree course. Three year under-graduate degree course (CBCS) Four Year Undergraduate (NEP)
<b>Website:</b>	<a href="https://www.westsilcharcollege.ac.in">https://www.westsilcharcollege.ac.in</a>
<b>Email-</b>	<a href="mailto:wcbcb@gmail.com">wcbcb@gmail.com</a>
<b>Principal-</b>	Dr. Sayed Ahmed Barbhuiya
<b>IQAC Coordinator</b>	Baharul Islam Barbhuiya

## **VISION**

- To impart higher education for all sections of the society, especially to the under privileged section and strengthening the Socio-economic base of the surrounding area through quality higher education.

## **MISSION**

- To increase the accessibility to higher education and act as a catalyst of social transformation by spreading education for all & especially to the marginalized segments of the society.
- Maximizing efforts for grooming young energetic human resources to achieve excellence in academic, cocurricular and community-oriented exercises.
- Fostering intellectual growth, aesthetic appreciation, and character development in our students by instilling a high sense of dedication and discipline in the mind of the students.
- Developing Human resources to capacity building individuals by providing Qualitative, innovative, and responsive education for all to acquire life oriented, value based and career-oriented education, so that they become self- respectful, self-confident, and self-dependent in the changing world.
- To produce able citizens who can take up national responsibilities and provide leadership in the various walks of life in the best interest of the nation.
- To evolve and improve the teaching learning pedagogy to optimise academic achievement.

## **CORE VALUES:**

The College is guided by the core values of

- Commitment, Discipline, Hard work, Honesty, Punctuality, Moral and Ethical values.
- Equal opportunity for all sections.
- Gender sensitization and encourage women in all activities.
- Transparency
- Team work
- Decentralization of power and democratic outlook in decision making process.
- Develop nationalistic outlook.

## **STRENGTHS:**

- The college has a visionary management team to lead the institution towards achieving higher academic excellence.
- West Silchar College is in the heart of Barjatrapur, easily reachable from anywhere .
- College is located in a comparatively pollution free, crime free and peaceful region. Hence an ideal place for learning.
- A clean, green and beautiful campus.
- The college is fortunate enough to have a group of highly energetic and student-centric faculty members. The college ensures strict discipline in the campus. Punctuality, persistence and dedication are valued here.
- The administrative mechanism is transparent.
- There is sufficient land area for building classrooms, office room, library, computer lab, garden, auditorium etc.
- The college campus is under CCTV surveillance.

- The college has an adequate water facility both supply and underground.
- There are active cells like Women's Cell, Anti-ragging Cell, ST-SC-Minority Cell, Internal Complaints Committee etc. to deal with respective problems.
- There is an Alumni Association but not registered under Societies Registration act 1986.
- The college is undertaking several extension activities in adopted village and surrounding areas.

### **WEAKNESSES:**

Despite having run successfully for three decades, the college has still some short-comings. These are-

- Not having NAAC Accreditation is one of the major weaknesses of the Institution.
- Financial constraints are the biggest and foremost hurdle for the infrastructural development of the college.
- Limited number of permanent teaching faculties is also a major challenge.
- ICT equipped classrooms are yet to be developed.
- Since most students are from remote interior villages, there is lack of proper internet connectivity. It is one of the primary reasons for failure of online classes.
- Limited number of arts programme and also there is no Science and Commerce stream till date.
- There is no provision for HONOURS subject till now.
- There is lack of proficiency in English language from the students' side leading to difficulties in understanding.

- There is no functional NSS and NCC unit in the college.
- There are lack of publication works and research activities from the college.
- National and International Seminars are yet to be organised by the college.
- There is shortage of classrooms.
- There is lack of adequate sports equipment and also both of playrooms and playgrounds.
- The college also suffer from frequent power-cuts leading to disruption of official and academic works.
- Lack of internet connectivity.

### **OPPORTUNITIES:**

Despite being surrounded by several weakness and challenges the college has some opportunities which can be utilised in future with proper strategy and planning.

- The college is working out to sign MoU with some colleges. The institution hopes to conduct collaborate activities with other colleges in coming days.
- The institution has already gained reputation as the sole-provider of higher education in the vicinity of Barkhola Constituency. The institution seeks to expand its educational and academic activities in coming years.
- The college has opportunity for expansion in the field of research, particularly on local issues The College has scope for introducing inter-disciplinary subjects & courses.
- West Silchar College is having an aim to start job-oriented add-on courses for local people and students as well.
- College has the opportunity to work more for expanding e-learning.

- The College has opportunity to conduct more extension activities for the all-round development of the institution, students as well as for the entire society.
- College has the opportunity to introduce more programmes in UG (arts) courses and also different skill development courses along with some science and commerce programs.
- There is ample scope for increasing industry linkages for student placement and also collaborations with national and international organisations for students' exposure to global trends.
- Geographically the college is situated in rural area and most of the student's taking admission in the college belong from BPL category. Many aspiring students passing from this institution could not get opportunity to pursue PG degree due to various social-economic reasons. Hence the College has opportunities to introduce more courses in UG and PG program under the distance learning programmes like IDOL, IGNOU, KKHSOU, etc.

#### **CHALLENGES:**

- The surrounding area of the college is affected by heavy flood every year, which poses a great challenge to maintain the academic environment of the college.
- Scarcity of funds for its infrastructural development to provide best facilities to its learners in order to make them globally competent.
- The problem of student's dropout is another major challenge of the college. As the majority of the students belong to families with lower socioeconomic background, the parents' priority is source of income. As a result, when parents feel their wards have become capable to work,

the focus shifts from studies to employment, this leads to drop out from college.

- To ensure placement to the students passing out from this institution.
- To motivate the students to pursue skill based self-financing courses due to lack of awareness and financial requirements.
- Preparing and motivating students for participation in co-curricular activities like game sports is a challenging factor due to the lack of interest and not having the post of PT teacher provided by the State Govt.

### **PERSPECTIVE PLANNING**

With a view to bridge the gap between the shortcomings and available opportunities, a perspective planning has been undertaken by the IQAC in consultation with different stakeholders of the college. The primary objectives of the Perspective Planning are-

1. To act as a steering ship to take college towards achieving faster academic excellence.
2. To improvise the quality of comprehensive teaching-learning process.
3. To set a bench-mark in quality education in the State of Assam.
4. To provide better transparent and efficient administration.
5. To provide the best vocational education along with academic studies so that maximum skilled students are produced.

The perspective planning that will be implemented by the institution from 2017 onwards are-



### **Curriculum Planning:**

- Preparation of Academic Calendar for the upcoming academic session.
- Inclusion of different days for observation / celebration in the Academic Calendar,
- Conduction of Orientation program annually for students both at department level and college level.
- Introduction of new courses programs in the college.
- Introduction of Certificate Courses for UG Students.
- Introduction of skill-based add-on short term courses to enhance job / Self-employment potential of students.
- Better utilization of facilities for research, fund mobilization, collaboration etc.
- Identification of cross cutting issues in the syllabus and conducting classes on these issues for students of other students.
- Promotion of Gender Sensitivity, Environmental Awareness, Human and Professional Values in curriculum transaction.
- Promotion of experiential learning through project works, field works.
- Preparation of Class Routine for entire college by maximum utilization of resources available.
- Preparation of Lesson Plan by departments before the start of the academic session.
- Maintenance of Daily Class Record by all the departments.
- Preparation and Submission of syllabus Completion Certificate.
- Preparation of Semester wise Class Allotment report.
- Conduction of tutorials and proper recording of the tutorials in register.
- Conduction of Remedial Classes and preparation of Remedial Class record of the Departments.
- Promotion of teachers' exchange, students exchange for better curriculum transaction.
- Introduction of Teachers Diary, Student Diary and HoDs Diary for recording of daily curricular and co- curricular activities.

- To develop a well-structured feedback system for students, teachers, alumni, employers and parents.
- To conduct Academic Audit in every three years.

**Teaching- Learning and Evaluation:**

- To increase the number of enrollments in BA programme.
- To develop mechanism for organizing special programmes for advance learners and slow learners.
- To develop Departmental Library in all the departments and to take steps towards to automation of central library.
- To organize more Faculty Exchange Programme with different colleges and universities.
- To organize more Inter-departmental and inter-disciplinary activities in the college.
- To digitize the assignment submission and assessment system.
- To encourage students to prepare project reports on issues covered in the syllabus.
- To organize more capacity building programme and skill development programmes by the departments.
- To organize more academic and Literary competitions among students for their academic enrichment.
- To encourage students for writing and publishing research papers research projects.
- To encourage students for writing and publishing non research papers, books, chapters, articles etc.
- To take initiative for promoting experiential learning, participative learning and problem-solving methodologies.
- To take initiative for Field Trips, Hands on Training, Group learning, peer learning, engagement in community service, engagement in entrepreneurial work, engagement in extension activities as part of

experiential learning, participative learning and problem-solving methodologies.

- To maximize the use of ICT tools in the Teaching-Learning process.
- To develop digital teaching learning materials including PPT files, YouTube Videos etc.
- To continue and strengthen the mentoring and monitoring process and to cover issues like Constitutional Obligations, Human Values,, Professional Ethics in the mentoring process.
- To encourage teachers for joining Ph.D and other such research programmes.
- To develop a better internal assessment system within the guideline of Assam University to foster all round development of students.
- To adopt a mechanism for ICT based evaluation system for internal assessment of student's performance.
- To improve the result of the students.
- To purchase new books regularly for the academic support of the students.
- To develop an e-repository with books, journals and other TLMs.
- To take steps for appointment of new teachers.

**Research, Innovation and Extension:**

- To mobilize resources from Government and Non- Government agencies for research.
- To build a corpus fund in the college for supporting research projects.
- To organize few National Seminars, conference and one International Seminar in next five years.
- To organize few Workshops related to research in next five years.
- To promote and encourage faculties to publish papers in UGC recognized journal.
- To promote and encourage faculties to write and publish research and other books.
- To publish seminar proceedings.

- To encourage students to take research projects and present papers in seminars organized inside and outside the college.
- To take up adopted villages of the college as field of research by teachers and students.
- To take up research projects related to the problems the college and the neighboring people facing.
- To prepare a comprehensive research, extension and consultancy policy for next five years.
- To conduct and carry out extension activities in the neighboring community and adopted villages of the college.
- To sensitize students on social issues and to encourage students to work for the holistic development of the community.
- To take up extension and outreach programs.
- To sensitize students and locale people on issues related to gender equality, human rights, sanitation, cleanliness, communicable diseases, financial literacy, computer literacy and digital transaction etc.
- To collaborate with local, national and international level institutions, NGOs, university etc. for research and extension.
- To collaborate and sign Memorandum of Understanding (MoU) with local, national and international level institutions, NGOs, university *etc.* for faculty exchange, student exchange, internship, field trip on the job training programmes.

**Infrastructure and Learning Resources:**

- To upgrade the college infrastructures like classrooms, office, library etc.
- To enhance the condition of physical facilities of the college for smooth academic transactions.
- To upgrade the facilities of the college for sports and cultural activities of the students.

- To have a well-equipped gym and Yoga center for the physical and mental development of the students and the neighboring communities.
- To equip all the classrooms with ICT facilities like LCD Projectors, Smart boards, interactive boards etc.
- To build & upgrade the seminar halls with modern facilities.
- To construct seminar halls with ICT.
- To develop a round table conference hall with modern ICT.
- To renovate the Principal's chamber and to develop a small conference hall with the chamber with LCD projector.
- To collect through purchase and donation, books and journals of rupees 1 lakh annually for the library.
- To digitize the library with e-books, journals, surfing computers, subscription of N-LIST etc.
- To take initiative for automation of the Library.
- To upgrade the library with RFID technology.
- To make internet available for both students and staff.
- To purchase Computer for Teachers & students use.
- To purchase additional printers and necessary accessories.
- To construct Hostel for both Boys and Girls.
- Renovation of the old Classrooms.
- To upgrade and renovate the toilets of the college.
- To construct a new building for all departments.
- To formulate a systems and procedures for maintaining and utilizing physical, academic and support facilities - library, sports complex, computers, classrooms etc.
- To enhance the security system of the college by installing sufficient number of CCTV cameras.

### **Student Support and Progression:**

- To encourage and help students in getting scholarship, financial assistance, fellowship and free ships from Non-Governmental funds.
- To encourage and help students in getting government scholarship and free ships.
- To continue ongoing in-house scholarship and financial assistance schemes and to start new in-house scholarship and financial assistance schemes for students and ex-students pursuing Post Graduation.
- To organize programmes for the development of soft skills and life skills of the students.
- To organize programmes for developing communication skills of the students.
- To organize programmes and introduce courses for developing the ICT and Computer skills of the students.
- To organize training sessions, workshops, guidance programmes for competitive examination for students.
- To organize Career Counseling and motivation programme for students.
- To support students financially and academically even after completion graduation.
- To encourage students to step in for new business ventures, start-up and to take initiatives for self-employment.
- To implement the guidelines of statutory and regulatory bodies for redressal of student's grievances.
- To ensure zero tolerance towards gender discrimination and harassment in the institute.
- To continue the offline grievance submission mechanism and to introduce online grievance submission mechanism for students.
- To redress students' grievances both academic and non-academic in time bound manner.
- To work for Gender Sensitization and to stand against Sexual Harassment in the institute.

- To work for improving students' progression in academic and co-curricular fields.
- To take measures for better placement of students both in government and private sectors.
- To help students in clearing competitive exams including TET, SET, NET Civil Service, SSC, State & Central Govt. competitive exam etc.
- To encourage students to take part in cultural and sports activities at College, University, Local, National, State, International level,
- To make provision for maximum representation of student- both male and female in various administrative, co-curricular and extra-curricular activities.
- To organize sports weeks, cultural week and training programme regularly and to encourage students to participate in such activities.
- To register the Alumni Association of the college.
- To involve the Alumni Association of the college for the development of the institution through financial and other services.
- To encourage alumni to donate cash and kind including books to the college.
- To works for the mental and physical health of the students.
- To organize camps, training programmes for physical development of the students.
- To organize self-defense training programme for girls.
- To organize programmes for the entrepreneurial skill development of the students.
- To include all students under social security plan and to cover them under group insurance scheme.

### **Governance Leadership and Management:**

- To reframe the Vision and Mission of the college.
- To adopt policy for more decentralize and participative management governance.
- To adopt e-governance mechanism ill Administration, Finance and Accounts, Admission and Support and Examination.
- To make the employees welfare mechanism more effective.
- To increase the credit limit of the thrift and credit cooperative society of the college.
- To motivate the faculty members to attend more faculty development / teacher training programs for up-grading and up-dating the knowledge base.
- To provide financial assistance for attending faculty development / teacher training programs, seminars, workshops publication etc.
- To regularly organize workshops, training programmes, lecture series for the development of the employees.
- To take initiatives for quality audit and certification at regular interval.
- To participate in different All India and State level quality assessment mechanism like NIRF, ISO certification, NAAC Assessment etc.
- To involve the guardians and alumni in different in-house and outreach activities/ programs of the college through collaborative mode.
- To continue the Annual Performance Appraisal System for all teachers of the college.
- To devise policies to improve the financial health of the college.
- To ensure proper utilization of funds and resources for the interest of the college.
- To conduct internal and external financial audit regularly.
- To formulate policies at IQAC level for the academic and co-curricular development of the college.
- To review teaching learning processes, structures, methodologies of operation in regular interval for coping up with the colleges and to grab opportunities.



- To organize IQAC meeting regularly in short intervals and to discuss issues related to quality assurance policies and programmes.

**Institutional Best Practices:**

- College will promote eco-friendly campus and will maintain greenery in the college and the locality.
- College will take initiatives for reducing energy consumption.
- College will install LED Lights, Solar Panels, and Sensor based machines for energy conservation.
- College will take initiatives to ensure clean and hygienic campus.
- To develop policies for solid waste management, liquid waste management, biomedical waste management, e-waste management, waste recycling system, hazardous chemicals and radioactive waste management.
- College will take initiatives for conservation of rain water.
- College will take policies for conservation and maintenance of the tank in the campus and will also encourage people in neighboring areas to work for the conservation and maintenance of water tank.
- To take policies for gender equality and sensitization in curricular and co-curricular activities.
- College will ensure safety and security of the women, will organize counseling programmes and maintain the girls' common room.
- College will take policies for restricted entry of automobiles.
- To encourage use of Battery powered vehicles, cycles among students and staff.
- To develop a policy to minimize and ban on the use of plastics.
- To go for green audit, energy audit and environment audit periodically.
- To take steps for adopting policies for Persons with Disabilities.
- To construct ramps and to reserve seats in the first bench for Persons with Disabilities.

- To work for developing technologies or adopting technologies for helping Persons with Disabilities.
- To take initiatives for providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.
- To sensitize students and employees of the college on issues like constitutional obligations, moral values, women rights, human rights, fundamental duties and civic responsibilities etc.
- To update the college website regularly.
- To prepare a Code of Conduct for all the stakeholders of the college and to display it in the website.

**The Perspective Plan submitted by IQAC for the year 2017-2022 has been accepted and implemented from 10<sup>th</sup> January 2017.**

**DR SAYED AHMED BARBHUIYA  
PRINCIPAL  
WEST SILCHAR COLLEGE  
BARJATRAPUR**