

Annual Quality Assurance Report (AQAR) 2012-13



Submitted to NAAC on 31.10.2017

**Internal Quality Assurance Cell (IQAC)
D.H.S.K. COMMERCE COLLEGE
K.C. Gogoi Path
Dibrugarh, Assam**

The Annual Quality Assurance Report (AQAR)

of DHSK Commerce College, for 2012-13

Part – A

1. Details of the Institution:

1.1. Name of the Institution	D.H.S.K. COMMERCE COLLEGE
1.2. Address Line 1	K.C. GOGOI PATH
Address Line 2	DIBRUGARH
City/Town	DIBRUGARH
State	ASSAM
Pin Code	786001
Institution e-mail address	dhscomcol@gmail.com
Contact Nos.	0373-2321653
Name of the Head of the Institution:	Dr. Khanindra Misra Bhagawati
Mobile:	9435908628
Name of the IQAC Co-ordinator:	Dr. Tanka Prasad Upadhyaya
Mobile:	9435391205
IQAC e-mail address:	iqacdhscomcol@gmail.com
1.3. NAAC Track ID (For ex. MHCOGN 18879) OR NAAC Executive Committee No. & Date:	EC/32/066 Dated: May 03, 2004
1.4. Website address:	www.dhscommercecollege.edu.in
Web-link of the AQAR:	www.dhscommercecollege.edu.in/aqar.aspx

1.5. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6. Date of Establishment of IQAC: DD/MM/YYYY

1.7. AQAR for the year

1.8. Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

1.9. Institutional Status:

University	State ☐	Central ☐	Deemed ☐	Private ☐
Affiliated College	Yes ☒		No ☐	
Constituent College	Yes ☐		No ☒	
Autonomous college of UGC	Yes ☐		No ☒	
Regulatory Agency approved Institution	Yes ☐		No ☒	
Type of Institution	Co-education ☒	Men ☐	Women ☐	
	Urban ☒	Rural ☐	Tribal ☐	
Financial Status	Grant-in-aid ☒	UGC 2(f) ☒	UGC 12B ☒	
	Grant-in-aid + Self Financing ☐	Totally Self-financing ☐		

1.10. Type of Faculty/Programme

Arts ☐	Science ☐	Commerce ☒	Law ☐
PEI (Phys Edu) ☐	TEI (Edu) ☐	Engineering ☐	Health Science ☐
Management ☐	Others (Specify)		

1.11. Name of the Affiliating University (for the Colleges)

1.12. Special status conferred by Central/State Government- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt./ University	NA	
University with Potential for Excellence	NA	UGC-CPE NA
DST Star Scheme	NA	UGC-CE NA
UGC-Special Assistance Programme	NA	DST-FIST NA
UGC-Innovative PG programmes	NA	Any other (Specify) NA
UGC-COP Programmes	NA	

2. IQAC Composition and Activities:

2.1. No. of Teachers:	2												
2.2. No. of Administrative/Technical staff:	-												
2.3. No. of students:	-												
2.4. No. of Management representative:	-												
2.5. No. of Alumni:	-												
2.6. No. of any other stakeholder and community representatives:	-												
2.7. No. of Employers/ Industrialists:	-												
2.8. No. of other External Experts:	-												
2.9. Total No. of members:	-												
2.10. No. of IQAC meetings held:	-												
2.11. No. of meetings with various stakeholders:	<table border="1"> <tr> <td>No.</td> <td>-</td> <td>Faculty</td> <td>1</td> </tr> <tr> <td>Non- Teaching Staff</td> <td>-</td> <td>Alumni</td> <td>-</td> </tr> <tr> <td>Students</td> <td>-</td> <td>Others</td> <td>-</td> </tr> </table>	No.	-	Faculty	1	Non- Teaching Staff	-	Alumni	-	Students	-	Others	-
No.	-	Faculty	1										
Non- Teaching Staff	-	Alumni	-										
Students	-	Others	-										
2.12. Has IQAC received any funding from UGC during the year?	<table border="1"> <tr> <td>Yes</td> <td>☐</td> <td>No</td> <td>☒</td> </tr> </table>	Yes	☐	No	☒								
Yes	☐	No	☒										
If yes, mention the amount	-												
2.13. Seminars and Conferences (only quality related)													
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC													
Total Nos.	2												
International	-												
National	2												
State	-												
Institution Level	-												
(ii) Themes	Financial education												
2.14. Significant Activities and contributions made by IQAC:	The IQAC encourages in ensuring quality improvement in teaching-learning process.												
2.15. Plan of Action by IQAC / Outcome:	The plan of action initiated by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.												

Plan of Action	Achievements
Digitalization	✓ Allotment of computers to departments
Gymnasium	✓ Gymnasium has been established for the benefits of students, teachers and office staffs
Construction	✓ Construction of temporary departmental rooms

Part – B

Criterion – I

1. Curricular Aspects

1.1. Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	No. of value added /Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	1	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	1	-	1	-
Others	1	-	1	-
Total	3	-	2	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2. (i) Flexibility of the Curriculum: CBCS/ Core/ Elective option/ Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	-
Annual	1

1.3. Feedback from stakeholders*(On all aspects):

Alumni ☐ Parents ☐ Employers ☐ Students ☒

Mode of feedback: Online ☐ Manual ☒ Co-operating schools ☐
(for PEI)

**Please provide an analysis of the feedback in the Annexure. (Annexure I)*

1.4. Whether there is any revision / update of regulation or syllabi, if yes, mention their salient aspects.

No

1.5. Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty:

Total	Asst. Professors	Associate Professors	Professors	Others
24	12	12	-	-

2.2. No. of permanent faculty with Ph.D.

7

2.3. No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	2	-	-	-	-	-	-	-	2

2.4. No. of Guest and Visiting faculty and Temporary faculty:

-

-

-

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	-	5	8
Presented papers	-	7	-
Resource Persons	-	-	4

2.6. Innovative processes adopted by the institution in Teaching and Learning:

- ✓ Modern teaching aids (projectors) have been used in the class rooms
- ✓ Computers allotted to departments
- ✓ Wi-Fi connection installed in the college

2.7. Total No. of actual teaching days during this academic year

181

2.8. Examination / Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy and online Multiple Choice Questions):

- (a) Display of marks of in-sem exams in the notice board and maintenance examination scripts and marks by respective departments
- (b) Answer scripts are shown to the students

2.9. No. of faculty members involved in curriculum restructuring / Revision/ Syllabus development as member of Board of Study/ Faculty/Curriculum Development workshop:

1

1

1

2.10. Average percentage of attendance of students:

81%

2.11. Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division(%)				
		Distinction %	I %	II %	III %	Pass %
B.Com. Part III	270	1.11	27.78	48.89	8.89	86.67

2.12. How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

✓ Monitoring regularity of classes. ✓ Evaluation of student's attendance and performance. ✓ Persuade teachers to use modern teaching-learning aids.

2.13. Initiatives undertaken towards faculty development:

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	4
UGC – Faculty Improvement Programme	2
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	6
Others(1 week workshop)	1

2.14. Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	8	3	-	1
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1. Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution:

A peer reviewed research journal in commerce and allied subjects entitled “Utkarsh” is published annually by the College to encourage research.

3.2. Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3. Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	-
Outlay in Rs. Lakhs	-	2.5 lakhs	-	-

3.4. Details on research publications

	International	National	Others
Peer Review Journals	6	2	-
Non-Peer Review Journals	-	-	-
e-Journals	2	-	-
Conference proceedings	-	1	-

3.5. Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6. Research funds sanctioned and received from various funding agencies, industry and other organizations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7. No. of books published:

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8. No. of University Departments receiving funds from:

UGC-SAP UGC-SAP DST-FIST
DPE DBT Scheme/funds

3.9. For colleges:

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10. Revenue generated through consultancy:

3.11. No. of conferences organized by the institution:

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	UGC	-	-	-

3.12. No. of faculty served as experts, chairpersons or resource persons:

3.13. No. of collaborations: International National Any other

3.14. No. of linkages created during this year:

3.15. Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16. No. of patents received this year:

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17. No. of research awards / recognitions received by faculty and research fellows of the Institute in the year:

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18. No. of faculty from the Institution who are Ph. D. Guides and students registered under them:

-

-

3.19. No. of Ph.D. awarded by faculty from the Institution:

-

3.20. No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):

JRF -

SRF -

Project Fellows -

Any other -

3.21. No. of students Participated in NSS events:

University level -

State level 16

National level 6

International level -

3.22. No. of students participated in NCC events:

University level -

State level 129

National level 13

International level -

3.23. No. of Awards won in NSS:

University level -

State level -

National level -

International level -

3.24. No. of Awards won in NCC:

University level -

State level -

National level -

International level -

3.25. No. of Extension activities organized:

University forum -

College forum -

NCC 12

NSS 22

Any other -

3.26. Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:

- Organising of NCC and NSS camps
- Financial awareness workshops

Criterion – IV

4. Infrastructure and Learning Resources

4.1. Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	0.81 acres	Nil	Public & Private	0.81 acres
Class rooms	14	Nil	Nil	14
Laboratories	Nil	Nil	Nil	Nil
Seminar Halls	1	Nil	Nil	1
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	1	Nil	UGC	1
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil

4.2. Computerization of administration and library:

Library software SOUL 2.0 working properly & new data entry is being continued.

4.3. Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value(Rs)	No.	Value(Rs)
Text Books	18899	29,78,356.50	298	1,11,125.50	19197	30,89,481.50
Reference Books	7711	15,93,619.50	120	45,908.00	7831	16,39,527.50
e-Books	-	-	-	-	-	-
Journals	55	6,640.00	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centre's	Computer Centre's	Office	Departments	Others
Existing	13	Nil	Nil	Nil	1	2	Nil	2
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	13	Nil	Nil	Nil	1	2	Nil	2

- 4.5. Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.):

The college provides facilities for learning computer basics, internet browsing etc to teachers, office staff and students.

- 4.6. Amount spent on maintenance in Rupees :

i) ICT	-
ii) Campus Infrastructure and facilities	5,53,535.00
iii) Equipments	1,24,961.00
iv) Others	1,86,295.00
Total :	8,64,791.00

Criterion – V**5. Student Support and Progression****5.1. Contribution of IQAC in enhancing awareness about Student Support Services**

The College administration, the Information & Career Guidance Cell (ICGC), NCC and NSS wing of the college take care of Student Support Services. The College prospectus provides detailed information about the student support services. The faculty and staff also provide information about various services available in the college.

5.2. Efforts made by the institution for tracking the progression

- Students progression is observed and monitored through various parameters such as attendance, internal assessment marks etc.
- The college keeps tracks of students' progression by being in touch with them through Alumni Association. Alumni Association is maintaining a social networking support for Alumnus of the college.

5.3. (a) Total Number of students

UG	PG	Ph. D.	Others
678	-	-	-

(b) No. of students outside the state

4

(c) No. of international students

-

Men

No.	%
399	58.85

Women

No.	%
279	41.15

	General	SC	ST	OBC/MOBC	Physically Challenged	Total
Last Year(2011-12)	333	62	63	209	-	667
This Year(2012-13)	311	62	74	231	1	678

Demand ratio

1:6

Dropout %

3.7%

5.4. Details of student support mechanism for coaching for competitive examinations (If any):

A talk show was organized with the theme "Interview & Personality Development" by the ICGC of the college in collaboration with TIME Pvt. Ltd. Guwahati

Number of students beneficiaries

Students of B.Com 3rd Year

5.5. Number of students qualified in these examinations:

NET	NA	SET/SLET	NA	GATE	NA	CAT	NA
IAS/IPS etc	NA	State PSC	NA	UPSC	NA	Others	NA

5.6. Details of student counselling and career guidance:

A brain storming quiz competition (Youth Fest-2012) was held on 01.11.12 in the college.

Number of students benefitted

All students

5.7. Details of campus placement:

On campus		Off Campus	
Number of organizations visited	Number of students participated	Number of organizations visited	Number of students participated
-	-	-	-

5.8. Details of gender sensitization programmes:

The Women Cell of the college celebrated the “National Day for Girl Child” on 24.01.2013.

5.9. Students Activities:

5.9.1. Number of students participated in Sports, Games and other events:

State/ University level National level International level

No. of students participated in cultural events:

State/ University level National level International level

5.9.2. Number of medals /awards won by students in Sports, Games and other events:

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10. Scholarships and Financial Support:

Heads	Number of students	Amount(Rs.)
Financial support from institution	-	-
Financial support from government	47	1,15,150.00
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11. Student organized / initiatives:

Fairs: State/University level National level International level
Exhibition: State/University Level National level International level

5.12. No. of social initiatives undertaken by the students:

5.13. Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution:

Vision:

- Making commerce education accessible to all sections of the society.
- Teach, guide and motivate the students by providing quality education.
- Inculcate the spirit of co-operation and healthy competition amongst the students.
- Mould the students towards creativity and excellence with dedication, devotion and discipline.
- Ensure physical, mental and moral growth and development of the students.
- Assist in character building by cultivating human and ethical values in the students.
- Synthesise the traditional and modern teaching tools for capacity building through all round development of the students.
- Facilitate, encourage and spread education for women empowerment.

Mission:

- “The mission of the D.H.S.K. Commerce College is to promote learning by both students and faculty to achieve excellence in education”

6.2. Does the Institution has a management Information System :

No

6.3. Quality improvement strategies adopted by the institution for each of the following:

6.3.1. Curriculum Development:

The college is affiliated to Dibrugarh University. Therefore curriculum is developed by the University. Some teachers of the college are engaged by the University in the Curriculum Design and Development.

6.3.2. Teaching and Learning:

The College provides quality education in various Speciality Courses in Commerce. The University prepares academic calendar at the beginning of each academic year and accordingly various departments of the College prepares teaching plans. The College conducts in-semester examinations, viva-voce, project works, etc. for the continuous evaluation of the students. Students are encouraged to participate in workshops, seminar, quiz competition and group discussion in order to improve their performances in internal assessment.

6.3.3. Examination and Evaluation:

University Examinations (End Semester Examinations) are conducted as per rules and guidelines provided by the Dibrugarh University (the affiliating university). The evaluation is carried out by teachers as per direction of the University. The college is identified by the University as one of the Examination Evaluation Zones and as such teachers are engaged in the Evaluation process. Two In-Semester Sessional examinations are conducted by the College. Internal assessment marks are awarded to the students based on their performance in their sessional examinations, group discussion, seminar, class attendance and viva voce.

6.3.4. Research and Development:

The college encourages the faculty for research and development works with financial assistance from various funding and sponsoring agencies engaged for the purpose of higher education and research. The college also encourages the faculty to organise seminars / workshops, talks sponsored by UGC, NGOs, SEBI, etc.

6.3.5. Library, ICT and physical infrastructure / instrumentation:

Library: The college library has more than 26000 text-books and journals and is equipped with internet facility including ICT-OPAC

Physical infrastructure: The College was established long back with a three storied academic cum administrative buildings. Subsequently some addition to the infrastructure has been made in order to facilitate teaching and learning in a more efficient manner for meeting the ever growing demands and expectation of the students. The college has started both horizontal and vertical expansion of the existing building with the financial aid received from the Govt. of Assam.

6.3.6. Human Resource Management:

The college grants leaves to the faculty members for participation in the refresher/ orientation programs, workshops, seminars etc for improving their knowledge base and professional skills.

6.3.7. Faculty and Staff recruitment:

For the purpose of recruitment a selection committee is formed as per the guidelines of UGC and state govt. which selects suitable candidate and the proposal is placed in the Governing Body. After the approval of the Governing Body the proposal is sent to the Director of Higher Education for appointment.

6.3.8. Industry Interaction / Collaboration:

The college doesn't have any collaboration with industry.

6.3.9. Admission of Students:

Students are admitted on merit basis and also reservation policy of the Govt. of Assam is followed. Admission process is carried out by an admission committee. The college displays the names of selected and waitlisted candidates with marks in the college notice board as well as college website.

6.4. Welfare schemes for

Teaching and Non teaching staff	✓ Group Insurance Scheme ✓ Canteen Facility ✓ Thrift Society ✓ One time financial help for retired persons.
Students	✓ Low College fee as well as fee concession to needy and meritorious students ✓ Scholarship from Central and State Govt., Private Institutions ✓ NCC, NSS and other extracurricular activities.

6.5. Total corpus fund generated

Nil

6.6. Whether annual financial audit has been done

Yes ☒

No ☐

6.7. Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Agency
Academic	No	-	No	-
Administrative	No	-	No	-

6.8. Does the University / Autonomous College declares results within 30 days?

For UG Programmes

Yes ☐

No ☒

For PG Programmes

Yes ☐

No ☒

6.9. What efforts are made by the University/ Autonomous College for Examination Reforms?

Not applicable for colleges

6.10. What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The teachers are authorized to assess students internally and allot Internal Assessment marks of 20% in each subject on the basis of their performances in in-semester examinations, viva-voce, group discussion, extracurricular activities, attendance etc.

6.11. Activities and support from the Alumni Association:

The Alumni Association organizes regular meetings where discussions take place for improvements in academics, infrastructure, administration etc

6.12. Activities and support from the Parent – Teacher Association:

There is no Parent-Teacher association in the college but parents are invited by the administration when necessity arises. There is a provision of guardian representatives in the Governing Body of the college.

6.13. Development programmes for support staff:

-

6.14. Initiatives taken by the institution to make the campus eco-friendly:

The College disposes all kinds of Garbage appropriately.

Criterion – VII

7. Innovations and Best Practice

- 7.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Improvement of facilities in the classrooms
- Distribution of computers to the departments
- Introduction of semester system

- 7.2. Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year :

- Installation of Wi-Fi facility and digital classroom
- Gymnasium has been established for the benefits of students, teachers and office staffs
- Publication of the 1st issue of a peer reviewed research journal “Utkarsh”
- Publication of Seminar proceedings entitled “Micro Finance and Inclusive Growth - Dynamics and Challenges”
- Purchase of text books and journals for library
- Recruitment of faculty and non teaching staff
- Display of marks of various exams in notice board, maintenance of answer scripts of sessional examinations
- Financial awareness programmes have been organised for various target groups which were sponsored by SEBI

- 7.3. Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals):

- Students and teachers are encouraged to take part in community activities such as blood donation camps, cleanliness and environmental protection.
- The college has a unique set of procedures to conduct internal and final examination. The College follows University guidelines to set examination schedule for different levels of courses

- 7.4. Contribution to environmental awareness / protection:

The College tries to maintain a plastic free campus as well as plantation of trees in the campus and neighbourhood areas with the help of NSS and NCC wing of the college

- 7.5. Whether environmental audit was conducted? Yes ☐ No ☒

- 7.6. Any other relevant information the institution wishes to add. (for example SWOT Analysis):

-

8. Plans of institution for next year (2013-14):

- ✓ Purchase of additional text books and journals for the library
- ✓ Extension and renovation of college building
- ✓ Publication of peer reviewed research journal entitled 'Utkarsh'
- ✓ Renovation of library conference hall with air condition
- ✓ Recruitment of faculty and non teaching staff on college pay to fill up vacant positions
- ✓ Procurement of more computers



Dr. T.P. Upadhyaya
Coordinator, IQAC,
D.H.S.K Commerce College
Dibrugarh, Assam

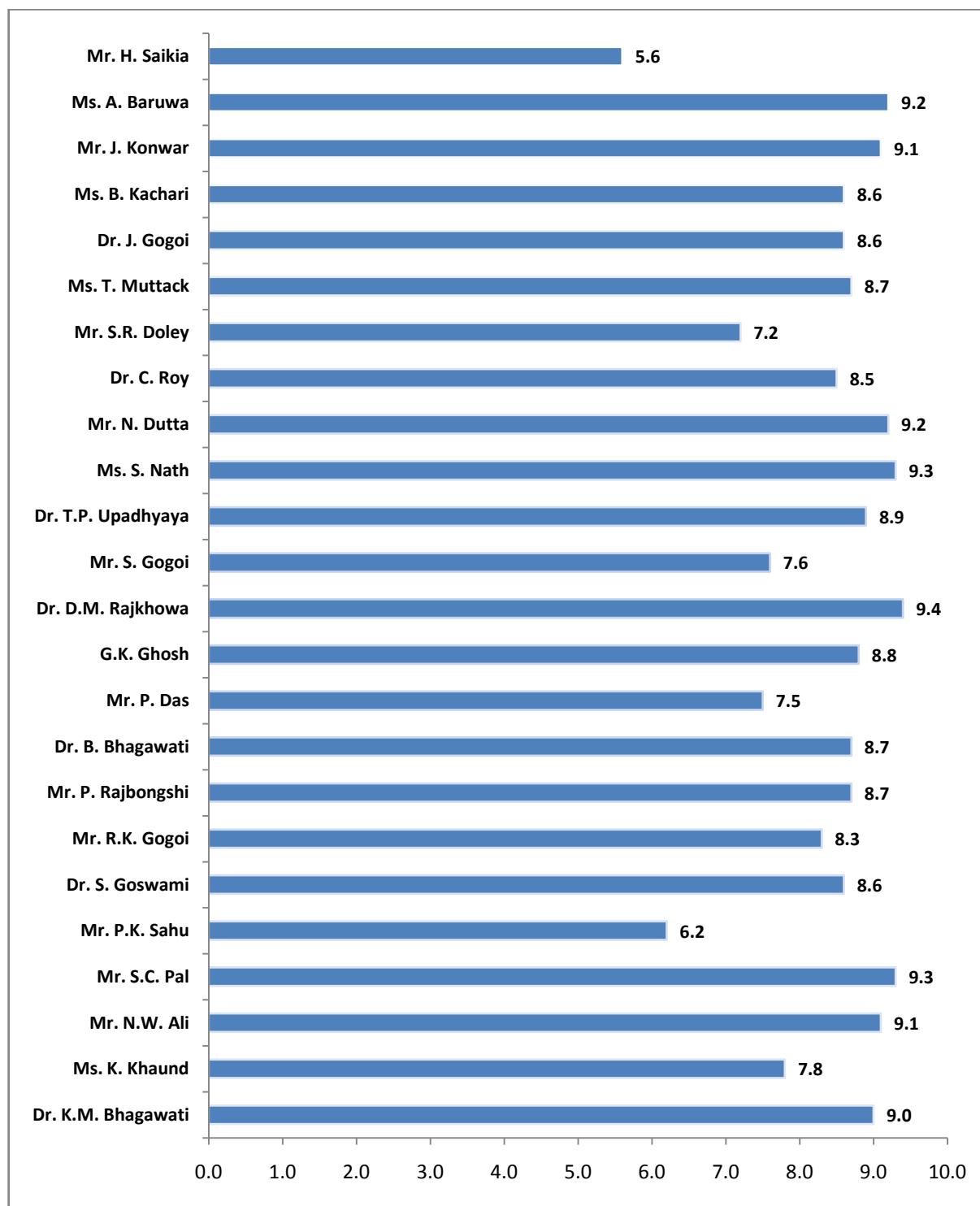


Dr. K.M. Bhagawati
Principal cum Chairman, IQAC
D.H.S.K Commerce College
Dibrugarh, Assam

Students' Feedback on Teachers

Annexure - I

**Average Rating given by Student on Teachers Attributes
For the session 2010 – 2013**



Annexure – II
Academic Calendar 2012-13

PROSPECTUS 2012 - 13



D.H.S.K. COMMERCE COLLEGE

APPENDIX -II

ACADEMIC CALENDAR FOR THE GENERAL DEGREE COLLEGES IN THE SEMESTER SYSTEM

(SUBJECT TO CHANGE BY DIBRUGARH UNIVERSITY)

(Recommended by the Academic Planning Committee, D.U. in its meeting held on 21.03.2012 and approved by the 99th Meeting of the Academic Council, D.U. held on 22.03.2012. Motified vide Memo No. DU/DR-A/8-1/11-12/1723 dated 26.03.2012)

DATE(S)	EVENT(S)
January 1, 2012 (Sunday)	Programme for welcoming New Year 2012
January 2, 2012 (Monday)	(1) Commencement of the Even Semester Classes (2) Notification of Class Routine for the Even Semester (3) Notification of Course Plan of the Even Semesters in the Departmental Notice Board (4) Re-commencement of the B.A./B.Sc./B.Com. Part II/ Part III Classes
January 31, 2012 (Tuesday)	Declaration of the B.A./B.Sc./B.Com 1 st Semester Examination Results.
February 6-15, 2012	1st Sessional Examination (particularly for the B.A./B.Sc./ B. com. 2nd Semester classes) to be conducted by the teaching departments
February 15-21, 2012	Students' Counselling & Mid Semester Feedback Assessment for the B.A./B.Sc./B.Com. 2nd Semester classes (any one day).
March 5-10, 2012	Notification of 1st Sessional Examination's marks in the Departmental Notice Board.
March 19-24, 2012	Internal Assessment (for 2nd Semester B.A./B.Sc./B.Com. Programmes) through Seminar/Group Discussion.
April 2-12, 2012	2nd Sessional Examination (particularly for the B.A./B.Sc./B.Com. 2nd Semester classes) to be conducted by the teaching departments.
April 12, 2012 (Thursday)	1. Last date for submission of Assignment (if any) 2. Last date for Form fill-up of the B.A./B.Sc./B.Com. End Semester Examinations (2nd Semester)
April 25, 2012 (Wednesday)	Last date for submission of filled in Examination Forms of the B.A./B.Sc./B.Com. End Semester Examinations (2nd Semester) by the colleges at the University.
May 2-5, 2012	Notification of 2nd Sessional Examination Marks of the 2nd Semester B.A./B.Sc./B.Com. Programmes in the Departmental Notice Boards.
May 5, 2012 (Saturday)	Completion of 2nd Semester Classes of the B.A./B.sc./B.Com Programmes.
May 14-May 31, 2012	End Semester (2nd Semester) Examinations of the B.A./B.Sc./ B.Com. Programmes.



May 14, 2011 (Monday)	Last date for Submission of Internal Assessment records (marks) of the B.A./ B.Sc./B.Com. 2nd Semester Examinations by the Colleges to the University.
May 21-June 10, 2012	Evaluation of Answer Scripts of the B.A./B.Sc./B.Com. End Semester Examinations (2nd Semester) at the Zones.
June 1-30, 2012	Semester End Vacation for the teaching staff.
June 20, 2012 (Wednesday)	Last date for Submission of Evaluated Scripts of the End-Semester (2nd Semester) Examinations of the B.A./B.Sc./ B.Com Programmes with relevant documents by the Zonal Officers to the University.
2 nd July 2012 (Monday)	(1) Commencement of the 1st/ 3rd Semester Classes of the B.A./B.Sc./ B.Com. Programmes. (2) Re-commencement of the Part III Classes of the B.A./B.Sc./B.Com. Programmes. (3) Notification of Class Routine in the Colleges. (4) Notification of Course Plan / Departmental Class Routine in the Dept. Notice Boards of the Colleges.
4 th - 7 th July 2012	1. Interaction with the 1st Semester Students by the Principals and teachers of the Colleges. 2. Freshers' Social (Any one day)
12 th -17 th July 2012	Declaration of the TDC Part I 2012.
13 th August 2012 (Monday)	Last date for submission of Filled in Registration Forms of the B.A./B.Sc./B.COM. 1 st Semester Students by the Colleges.
13 th -24 th August 2012	1 st Sessional Examination B.A./B.Sc./B.Com Programmes in the Semester System.
27 th -30 th August 2012	Students' Union Election in the Degree Colleges (Any one day).
27 th -31 st August 2012	Counseling for the B.A./B.Sc./B.Com. 1 st Semester Students and Mid Semester Feedback Assessment (any one day).
17 th -21 st September 2012	1. Notification of 1st Sessional (B.A./B.Sc./B.Com Programmes in the Semester System) Examination Marks in the Departmental Notice Board. 2. Internal Assessment (for 1st Semester B.A./B.Sc./B.Com Programmes) through Seminar/Group Discussion etc.
20 th -28 th September 2012	2 nd Sessional Examination of the B.A./B.Sc./B.Com. Programmes in the Semester System.
24 th September 2012 (Monday)	Last date for submission of Form Fill up of the B.A./ B.Sc./ B.com. End Semester Examinations 1 st Semester.
29 th September 2012 (Saturday)	Last Date for Assignment Submission by the students (if any) of the B.A./B.Sc./B.Com. Programmes in the Semester System.
15 th October 2012 (Monday)	Last date for submission of the Filled in Examination Forms for the End Semester Examination of the B.A./ B.Sc./B.com. Programmes.



19 th October 2012 (Friday)	Last date for submission of Filled - in Examination Forms of the B.A./B.Sc./B.Com. End Semester Examinations (1 st -3 rd Semester) by the Colleges at the University.
30 th October 2012 (Tuesday)	Last date for notification of 2nd Sessional (B.A./B.Sc./B.Com. Programmes in the Semester System) Examination Marks in the Departmental Notice Board.
31 st October, 2012 (Wednesday)	Completion of 1st Semester Classes of the B.A./B.Sc./B.Com. Programmes.
10 th - 30 th Nov.2012	End Semester Examinations (1 st & 3 rd Semester) of B.A./B.Sc./B.Com. Programmes.
12 th November 2012 (Monday)	Last date for submission of Internal Assessment marks of the 1 st Semester Students of the B.A./B.Sc./ B.Com. programmes to the University.
15 th Nov - 15 th Dec.2012	Evaluation of End Semester Answer scripts (1 st & 3 rd Semester) of the B.A./B.Sc./B.Com Programmes at the Zones.
1 st - 10 th December,2012	College Week (for seven days).
1 st -31 st December, 2012	Semester End Vacation for the teaching staff.
28 th December, 2012	Last date for Submission of Evaluated Answer Scripts of the End Semester (1 st -3 rd Semester) Examination B.A./B.Sc./ B.Com. programmes with relevant documents by the Zonal officers to the University.
1 st January,2013 (Tuesday)	Programmes for welcoming New Year in the Colleges.
2 nd January,2013 (Wednesday)	1. Commencement of the Even Semester classes of the B.A./ B.Sc./B.Com Programmes. 2. Notification of Class Routine (College & Departmental), Course Plans etc. in the Notice Boards 3. Re-commencement of the B.A./B.Sc./B.Com Part III Classes.
31 st January, 2013 (Thursday)	Declaration of the B.A./B.Sc./B.Com 1 st & 3 rd Semester results.
6 th - 15 th February, 2013	1st Sessional Examination of the 2 nd & 4 th Semester of the B.A./ B.Sc./B.Com Programmes.
15 th -21 th February, 2013	Counseling for the B.A./B.Sc/B.Com. 2 nd & 4 th Semester Students and Mid Semester Feedback Assessment (one day).
21 st Feb-31 st March, 2013	Commencement of TDC Part II Examination 2013.
1 st March, 2013 (Friday)	Last date of Submission of TDC Part II Internal Assessment marks to the University by the colleges.
5 th -11 th March, 2013	(1) Notification of 1st Sessional Examination Marks of the 2 nd & 4 th Semester B.A./B.Sc./B.Com. Programmes in the Departmental Notice Boards. (2) Internal Assessment for 2 nd & 4 th Semesters of the B.A./ B.Sc./ B.Com. Programmes through seminar/ group discussion etc.
2 nd -12 th April, 2013	2nd Sessional Examination of the 2 nd & 4 th Semester of the B.A./B.SC./B.com.Programmes.