

Self Appraisal Report for AQAR

For the period of 01/08/2022 to 30/06/2023

RAJIV GANDHI MEMORIAL COLLEGE, LENOTISINGA

Personal Detail's

1. Name : Dr. Ruzena Khatun
2. Date of Birth : 01/06/1977
3. Designation : Tutor Assistant Professor
4. Educational Qualification : M.A. in Economics
5. Professional Qualification : Ph.D.
6. Department : Economics
7. Specialization : Managerial
8. Mobile No. : 86380 37007
9. E-mail ID : ruzenakhatun525@gmail.com
10. Date of Joining : 16/09/2009
11. Aadhaar No. : 9498 1159 0743
12. PAN No. : INKPK7200K
- Teaching Session : 01/08/2022 to 30/06/2023

Educational Qualification			
Qualification	Title/Course	University	Year
Under Graduate	B.A. in Economics	M C College, Barpeta	1998
Post Graduate	M.A. in Economics	Pune University	2000

Carrier Profile :		
Teaching Experience in years	Area of Specialization	Courses and Subject Taught
14 years of Teaching Experience (From 16 th Sept, 2009 to till Date)	Economics (Banking)	B.A. in Economics

Class	Period				
	Assigned per week LT/P	Taught in the year/ Period LT/P			Steps taken for the teaching of Periods missed during Absence or leave
Odd Sem 1 st 3 rd & 5 th regular from August /22 to December /22	L=06 T=06 P= Nil	Class Allotted	Class Taken	Percentage	
		L =79 T=06 P= Nil	63 04	79.75 (Excluding Tutorial)	Extra Classes has been taken for doing undue classes due to Bandh, Leave, NAAC Works, attending Seminar,

Even Sem Regular from August/22 to Dec/22	L=06 T=06 P= Nil	L =74 T=06 P= Nil	29 04	40 (Excluding Tutorial)	conference etc.
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L= Lecture, T=Tutorial, P= Practical

Teaching Learning and evaluation related activities :-

- Organises departmental seminar, group discussion, class test,
- Regularly visited Central Library, uses departmental Library.
- Performed various internal/ external examination duty.
- Evaluated internal/external exam copy.
- Setting up question paper for internal exam.
- Home assignment assessed.
- Prepared semester wise teaching plan.
- Prepared separate departmental routine.
- Shared study material in online whatsapp group.
- Mentor the students.

Methods of teaching :

- Usually used chalk and talk method in class room.
- Perform audio visual class by using projector.
- Shared consultation with the students using knowledge of Magazine Journal etc.
- Performed class test, group discussion and quiz relating to subjects.
- Remedial classes for slow learner.

Attending Workshop/Seminar				
Faculty	International	National	State	College
Attended			Implementation of National Education Policy, 2020	RGM College, Lengtisinga 23 & 24 th September, 2022
Paper Presentation		Impact of the river on the socio-economic life of riverine people of Assam.		Rajiv Gandhi Memorial College, Lengtisinga, 23/03/2023
Workshop			Intellectual property,	Manikpur Anchalik

			significance and the future	College. 12 th Nov.2022
Webinar		Financial Empowerment through wealth creation.		Halakura College, Dhubri Mahamaya Hat, 29 th Nov, 2023

Dr. Ruzeena Khotun
Signature

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Ru
Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

ABDUL KHALEQUE

Department of History

**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-08-2022 to 30-06-2023 Manual for Self-Study

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

- (a) Name : **Abdul Khaleque**
 (b) Date of Birth : **05-10-1971**
 (c) Address (Residential) : **Vill: Bhadaipara**
P.O.- Lengtisinga, Dist.- Bongaigaon
PIN-783384 (Assam)
Mobile No.-9859444177. Email:
abdulkhalequergmc@gmail.com
 (d) Designation : **Assistant Professor**
 (e) Department : **History**
 (f) Area of Specialization : **Modern Assam**
 (g) Date of Appointment : **(is) Initial appointment – 19-02-1997**
(ii) Post sanctioned: 04-01-2014 w.e.f. 01-01-2013
 (h) Honours conferred : **Nil**

B.Teaching : Session 01/08/2022 to 30/06/2023

(a) Classes Taught :

Class	Periods	Teaching mode (L, T, C, S)		Steps were taken to recover the teaching Periods which was missed during Absence or leave or business, etc.
TDC CLASS	Assigned Per week LT/P			
Odd Sem (R) 1st, 3rd, 5th 1August/22 to 31Dec/22	L = 11 T = 3 C = 3 S = 1	Class Allotted L = 121 T = 24 C = 33 S = 08	Class Taken 116 20 30 07,	Measures Extra classes were taken to complete the syllabus which was missed during the period of Bandh, Strikes, Hartal Casual leave or Remaining busyness in duty assigned by the College or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
Total =	18	186	173	
Even Sem (R) 2nd, 4th, 6th 1st Jan/23 to 30June/23	L = 12 T = 3 C = 3 S = 1	L = 156 T = 26 C = 38 S = 08	150 20 35 08	
	19	228	213	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

- (b) Regularity and Punctuality : Regular and Punctual
 (c) Details of Course : Teaching plan, Reading
 List is being supplied to the students.

d) Details of Participation in the following:

- (i) University Education : NIL
 (ii) Internal Evaluation : , Yes, Internal evaluation is done by Unit
 test and seasonal examination. Internal
 examiner for TDC examinations.
 (iii) Assessment of Home assignment : Home assignment is being assessed.
 (v) Conduct of Examinations : Conducted Internal Examinations,
 External Examiner, Scripts evaluation and scrutinizer etc

Preparing of resources material including books reading material:

The following books were consulted for the preparation of ~~research~~ *resource* material.

1. Bharat Buranji pratham khanda by Dr. Nagendra Nath Achariya
2. Bharat Buranji by Dr. Ramani Barman
3. prachin Bharatar Itihash by Dr. Tasadduk Amanul Hussain
4. Axomor Itihas by Dr. Ramani Barman
5. Uttar pub Bharatar paryatanar Itihas by Dr. Romoni Barman.
6. Urapar Etihash by Imran Hussain and others

C. Details of Innovations /Contribution in teaching, during the year.

- (a) Design of Curriculum : Nil
 (b) Teaching Methods : Lecture, Question Answer method,
 Group discussion, Seminar, Skill
 Test, established the habit of writing
 thought on the day etc.
 (c) Laboratory Experiments : Nil
 (d) Evaluation Methods : , Written Test and oral test.
 (e) Preparation of resource material including books, reading materials,
 Laboratory manual etc. : Collected materials from books,
 journal and internet.
 (f) Remedial Teaching/Student Counseling (Academic)
 : Tutorial Classes, Group Discussion.
 (g) Any Other : Contacts Students for academic purposes.

D. Improvement of Professional Competence :

- (a) Details Regarding participation in Seminar, workshops, etc. has been provided.
Copy Enclosed.

SL. No	programme	Duration	Organized by /
Nil	Nil	Nil	Nil

E Research Publications & Contribution:

A. Paper published in journals

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor if any
Nil	Nil	Nil	Nil	Nil	Nil

(b) Number of Research paper published : ----

F. Articles/ chapter published in Books

SL. No.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	Remarks
Nil	Nil	Nil	Nil	Nil	Nil

G. Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Administration of Assam with special Reference to Ahom Rule	Research & Publication Cell, IQAC G.L.Choudhury College, Barpeta Road on 4 th May, 2023	National
2	Flood and its impact on Economy of Assam: A Critical Study	IQAC & Research Cell, Rajiv Gandhi Memorial College, Lengtisinga.	National

		In collaboration with Jubayer Masud Educational Charitable Trust (JMECT)	
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H. Attended in seminar / Workshop:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	One day State Level workshop on implementation of National Education Policy/2020.	Organized by Task Force committee for NEP/2020 and IQAC Rajiv Gandhi Memorial College, Lengtisinga, In collaboration with Mahatma Gandhi College, Chalanta para on dated 23 rd May, 2023.	State Level
2.	One-Day State Level Workshop on Research Methodology of Social Science.	Organized by Society for Better Tomorrow, Howly, Barpeta in collaboration with IQAC, Janapriya College, Baniarapara, Barpeta, Assam.	State Level

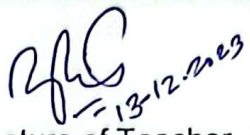
National development: Nil
(e) Professional organization of Teacher : Nil

I. Assessment:

- a) Steps taken by you for evaluation of the Course Programme taught :
(i) Feedback of student.


J. General Data: State brief assessment of your Performance indicating:

- a) Achievement : 100% passed.
- b) Difficulties faced: Lack of sufficient Books, Library, internet facilities and infrastructure of classroom, etc.
- c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library and Internet facilities.


Signature of Teacher

I. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2022-23
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Research Contributions:
- (f) Extension Work/Community Service.
- (g) Participation in Corporate *Life*


Signature of the Person Authorized

By a Person to be nominated by principal/Vice-chancellor.

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Annual Performance Appraisal Report (APAR)

Session: 2022-23

ABDUR REZZAK

Deptt. of Education



**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-07-2022 to 30-06-2023

Manual for Self-Study

Annual Performance Appraisal Report (APAR)

1. General Information.

Name of the faculty member: ABDUR REZZAK

Designation : Assistant professor, Education

Address: Vill. Dumerguri Pt. 2 P.O. Dumerguri P.S. Abhayapuri

Dist. Bongaigaon (Assam) Pin-783384

3. Mobile No.7002379268 Email: rezzakabdur04@gmail.com

4. Educational Qualifications : M. A. (Education),

5. Specialization : Open

6. Date of joining : 23/09/2009

7. Date of birth : 01/03/1973

8. Whether computer literate : Yes

Educational Qualification			
Qualification	Title/Course	Board/ Council/University	Year
HSLC	Matriculation Course	SEBA	1993
HSSLC	Higher Secondary Course	AHSEC	1995
BA	Under Graduate Course	Gauhati University	1998
MA	Post Graduate Course Education	Chhatrapati Shahu Ji Maharaj University (CSJMU), Kanpur	2001

2. Teaching: Session: 01-07-2022 to 30-06-2023

(a) Classes Taught :

Class	Periods			
	Assigned Per week LT/P	Taught in the year / Period LT/P		Steps taken for the teaching of Periods missed during Absence or leave
Odd Sem 1 st 3 rd & 5 th Sem. Honours & Regular) from 1 st .	L = 17 T = 2 P = Nil	Class Allotted	Class Taken	
		L = 204 T = 28 P = Nil	195 24	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal

AUG/22 to Dec/22				Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of IQAC, ACTA etc.
Even Sem Honours & Regular) from 1 ST JAN23 to Dec/23	L = 18 T = 2 P=1	L = 252 T = 12 P = 12	245 10 11	
	Total	508	485	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, P = Practical S=Seminar

(b) Regular and Punctuality : Attending classes regularly and in proper time as per the college rules and class routine.

(c) Details of Course : *Teaching plan prepared semester wise for each semester.(teaching plan prepared separately)*

d) Details of Participation in the following :

I. University Evaluation: various semester evaluation B.A.of Gauhati University is carried out

II. Internal Evaluation: Evaluation of Internal exams of B.A, semester examinations is done

III. Assessment of Home assignments: Home assignments casually given to B.A. Major Students only and these are evaluated by us.

IV. Conduct of Examination (Internal): Internal examinations of the college are conducted by the faculty members

3. Teaching Method: *Chalk and talk methods used, some time projector also used Besides News paper, magazines, journals, websites etc, .were also consulted for effective teaching.*

(a) Laboratory Experiments : Holding of Psychological Laboratory Experiments.

(b) Evaluation Methods : Written Test and oral test.

(c) Preparation of resource material including books, reading materials, Laboratory manual etc. : Collected materials from Books, Journal and Internet.

(d) Remedial Teaching/Student Counseling (Academic)

4. Preparing of resources material including books reading material:

The following books were consulted for the preparation of resource material:

1. Selim Uddin Foundations of Education
2. Dr Birendra Deka and Md Lokman Ali:- Teacher Education
3. Dr Utpal Kalita and Dr Indria Saikia Educational Technology and Teaching methods
4. Mostafijur Rahman and A kuddus :- Value and peace Education
5. Dr Binapani Talukdar :- Continuing Education.
6. Thengal & Dutta :- Extension Activities
7. Deka Birendra :- Great educational thinker
8. Goswami, S.. :- Emerging Issues & Education
9. Deka ,Nath & Hussain. :- Specal Education
- 10.Saikia: Philosphical & Sociological Foundation s of Education

5. Improvement of Professional Competence :

(a) Details Regarding Refresher Course/Orientation attended, Participation in summer school, workshops, seminars, Synopsis etc. including open University Course/M. Phil, Ph. D. :

SL. No	programme	Duration	Organized by /
Nil	Nil	Nil	Nil

6. Research Publications & Contribution:

A. Paper published in journals

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor ,if any
1	Nil	Nil	Nil	Nil	Nil

7. Articles/ chapter published in Books

SL. NO.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	remarks
1.	Role of Parents and society in child development	"Basics" Jointly Published by the department of Education & Geography on behalf of Bnit Book Builders. January, 2023.	ISBN: 978-93-94334-37-3	NIL	NIL
2.					

8. Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Importance of Water Resources In Assam: An Analysis	IQAC & Research Cell, Rajiv Gandhi Memorial College, Lengtisinga In collaboration with JubayerMasud Educational & Charitable Trust (JMECT), Sontoshpur, Bongaigaon on 30 May, 2023	National
2			

A. Attended in seminars and workshops:

Sl. No.	Title of the seminars/workshops	Organized by	Whether international/ National/state/Regional/college or University Level
1	Workshop on Intellectual Property, Significance and the Future	Department of Political Science In Collaboration with IQAC Manikpur Anchalik College on 12 th Nov 2022	State

2	Implementation of National Education Policy/2020	Jointly Organised By Task Force Committee For Nep-2020 & Iqac, Rajiv Gandhi Memorial College, Lengtisinga (Nacc Accredited) In Collaboration With Mahatma Gandhi College, Chalantapara on 23 rd May 2023	State Level
3	Workshop on National Educational Policy (NEP) 2020: Opportunity and challenges	IQAC, Barpeta Bongaigaon College, Langla on 14 th sept./2023	State Level

9. Extension Works / Community Service :

(a) Please give a short account of your Contribution to :

(i) Community works such as value of National integration, Secularism, democracy, Socialism, humanism, Peace, Scientific temper flood or draught relief, small family norm etc. : Nil

10. Participation in the Corporate life: Please give a short account of your contribution to :

(a) College/University/ Institution : Seminars Inter departmental Discussion, Group Discussion,

(b) Co-curricular activities : Engaged in several Co-curricular activities organized by the college authority.

(c) Student Welfare and Discipline : provide Financial help to the Poor Students Personally and through the college poor fund.

(d) Membership / Participation in the Bodies/ Committees on Education and National Development : Coordinator NEP and Convenor Extension Education Cell of Rajiv Gandhi Memorial College, Lengtisinga.

10.. Assessment :

a) Steps taken by you for evaluation of the Course Programme taught :

(i) Feedback of students

(ii) Periodical test.

I. General Data.

State brief assessment of your Performance indicating :

a) Achievement : 100% passed Course 87%

regular.

b) Difficulties faced : shortage teacher, Lack of Books, Lake of Practical equipment,

Lack of books in Assamese medium and Internet facilities.

- c) Suggestion for improvements : Needed Departmental Library,
e- Library and Internet facilities.

Since, number of pupils in our department is very large so more teachers required.

Abdur Rezzak

Signature of Teacher

- I. Verification of factual data :
- (a) General Information
 - (b) Teaching
 - (c) Details of Innovations / Contribution in teaching during the year :
 - (d) Improvements of professional competence:
 - (e) Research Contributions:
 - (f) Extension Work/Community Service.
 - (g) Participation in Corporate life.

[Signature]
Signature of the Person Authorized

Academic in-charge
RGM College, Lengtisinga

* By a Person to be nominated by principal/Vice-chancellor

Self Appraisal Report

Session: 2022-2023

Muzafor Ali Ahmed

Department of Library



**Rajiv Gandhi Memorial College,
Lengtisinga: Bongaigaon: Assam**

Semester (Odd & Even): 01/08/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

Manual for Self-Study

Affiliated to Gauhati University

Format-2

SELF APPRAISAL REPORT OF LIBRARIAN

A. General Information.

- (a) Name : Muzafor Ali Ahmed
(b) Date of Birth : 01-03-1971
(c) Address (Residential) : Vill: Dumuria Part-I, P.O.: Lengtisinga,
Dist: Bongaigaon: Assam, PIN-783384 (Assam)
Mobile No.-9435456842
(d) Designation : Librarian
(e) Department : Dept. of Library
(f) Area of Specialization : Library Science
(g) Date of Appointment : (i) Initial: 08-07-1997
(ii) Post Sanctioned: 04-01-2014 w.e.f. 01-01-2013

Professional Activities	
b) Whether Regular and Punctual?	Yes, Regular and Punctual
(c) Details of activities	Classification of Books, OPAC, Accession Work, Software updating, issue return of Books, and materials supplied to the students as per norms.

B. Details of Innovations /contribution during the year.

(a) Design of Curriculum	Does not arise
(b) Methods of Library Work	E-methods, online application of Library use, Computer-Desktop and Audio-Visual aids are provided to the students.
(g) Any Other	Contacted Faculty Members and Students for Library related purposes regularly.

C. Improvement of Professional Competence:

i) Issuance of Library Card	Yes. Printed and supplied to the Students from the Department of Library.
ii) SOUL-Server	Arranged separately.
iii) Thought of the Day	Providing regularly in front of the door of the Library regularly for encouragement of readers.
iv) Any other Activities	Syllabus and Magazine and other Publications are supplied to Faculty Members and Students regularly.

(D) Details of Seminar, Workshop, etc.:

i) Topic of the one Day National Seminar	Title of the Paper	Organised by	Date
Recent Advances in Research: Science and Humanities	Digital Content Management and Digital Transformation	Organised by GLC College, Barpeta, Assam.	4 th May, 2023
People of Riverine Area of Assam: Problems and Solutions.	“River Erosion and its Socio-economic impact in Barpeta District with Special Reference to Mandia Dev. Block of Assam.”	Organised by RGM College, Lengtisinga in collaboration with JMECT, Sontoshpur on 30-05-2023.	30-05-2023
ii) One Day State Level Workshop	Topic of the Workshop	Organised by	Date
One Day State Level Workshop	Implementation of National Education Policy- 2020	Organised by Task Force Committee for NEP-2020 & IQAC, Rajiv Gandhi Memorial College, Lengtisinga in Collaboration with Mahatma Gandhi College, Chalandapara, held on 23.05.2023.	23-05-2023
(e) Patents taken, if any, give a brief description	Nil		
(f) Membership of Professional bodies, Editorship of Journals etc.	Yes, Member, Assam College Librarians Association (ACLA).		

F. Extension Works / Community Service:

(a) Please give a short account of your Contribution to	
(i) Community works such as value of National integration, Secularism, Democracy, Socialism, humanism, Peace, Scientific temper, Flood or draught Relief, small family norm, etc.	Participated in the National Integration Day programme in the college, with other Staff members and Students of the College.
(ii) Position held/leadership role played in organizations linked With Extension Works and National Service Scheme (NSS) or NCC Or any other similar activity	i) Member Secretary, Library Advisory Committee. ii) Co-ordinator, AISHE iii) Administrator, NLIST Membership.

G. Participation in the corporate life: Please give a short account of your contribution to:

(a) College/University/Institution	Member, Internal Quality Assurance Cell (IQAC) Committee, Member, Prospectus preparation committee, Performed Conting Officer's duty to the election of student's union body,
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	etc.
(b) Co-curricular activities	Engaged in several Co-curricular activities organized by the college authority time to time
(c) Student Welfare and Discipline	Contacted students regularly and help them in Library related activities.
d) Membership / Participation in the Bodies/ Committees on Education and National Development	i) Ex-officio Member of the G.B. of the College.
(e) Contribution to Corporate Life	(i) Performs Duty in Fresher's Social, Fateha-E-Dowas Daham, Annual College Week, Awareness Programmes like Swachchata Hi Sewa, Kaumi Ekta Diwas, Yoga programme, and so on. (ii) (viii) Attended on the occasion of observance of Students Day in the college on 31 st March, 2023 to offer respect to Bodofa Upendranath Brahma.

H. Assessment:

a) Steps taken by you for evaluation of the Course Programme taught	
(i) Feedback of students	Yes, Report Submitted to IQAC

I. General Data: State brief assessment of your Performance indicating:

a) Achievement : 100% passed.

b) Difficulties faced: Lack of sufficient Books, References, Journals, Reprography, Wash room, RFID, Quality based Computer and Printers in the Department , etc.

c) Suggestion for improvements: To Arrange reading room for Faculty members and students, Reprography, Wash room, RFID Implementation in the College Library.

Muzafar Ali Ahmed

Phind

Signature of Librarian

1. Verification of factual data:

- (a) General Information
- (b) Professional Activities
- (c) Details of Innovations /contribution during the year.
- (d) Improvement of Professional Competence
- (e) Details of Seminar, Workshop, etc.
- (f) Extension Works / Community Service:
- (g) Participation in the corporate life:



Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

Dr. Abu Bakkar Siddique

Department of History

**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-08-2022 to 30-06-2023 Manual for Self-Study.

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

- (a) Name : Dr. Abu Bakkar Siddique
 (b) Date of Birth : 20-04-1976
 (c) Address (Residential) : Vill: Bhadaipara
 P.O.-Lengtisinga, Dist.- Bongaigaon
 PIN-783384 (Assam)
 Mobile No.9954846926.
 Email:siddiqueabubakkar416@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : History
 (f) Area of Specialization : Medieval Indian History
 (g) Date of Appointment : (is) Initial appointment – 08th September, 2009
 (ii) Post sanctioned: 01-01-2021
 (h) Honours conferred : Nil

B.Teaching : Session 01/08/2022 to 30/06/2023

(a) Classes Taught :

Class	Periods	Teaching mode (L, T, C, S)		Steps were taken to recover the teaching Periods which was missed during Absence or leave or business, etc.
TDC CLASS	Assigned Per week LT/P			
Odd Sem (R) 1 st , 3 rd , 5 th 1Aug/22 to 31Dec/22	L = 09 T = 03 C = 2 S = 1	Class Allotted L = 105 T = 22 C = 24 S = 9	Class Taken 97 20 18 7	Measures Extra classes were taken to complete the syllabus which was missed during the period of Bandh, Strikes, Hartal Casual leave or Remaining busyness in duty assigned by the College or
Total =	15	160	142	
Even Sem (R) 2 nd , 4 th , 6 th 1 st Jan/23 to	L = 9 T = 2 C = 3	L = 131 T = 22 C = 36	125 19 33	

30June/23	S = 1	S = 08	07	attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
	15	197	184	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

- (b) Regularity and Punctuality : Regular and Punctual
(c) Details of Course : Teaching plan, Reading

d) Details of Participation in the following:

- (i) University Education : NIL
(ii) Internal Evaluation : Yes, Internal evaluation is done by Unit test and Sessional exam. internal examiner for TDC examinations.
(iii) Assessment of Home assignment : Home assignment is being assessed.
(v) Conduct of Examinations : Conducted Internal Examinations, External Examiner, Scripts evaluation and scrutinizer etc

Preparing of resources material including books reading material:

The following books were consulted for the preparation of resource material.

1. Bharat Buranji pratham khanda by Dr. Nagendra Nath Achariya
2. Bharat Buranji by Dr. Ramani Barman
3. prachin Bharatar Itihash by Dr. Tasadduk Amanul Hussain
4. Axomor Itihas by Dr. Ramani Barman
5. Uttar pub Bharatar paryatanar Itihas Dr. Romoni Barman
6. Bharat Buranji by Praphulla Kr. Baruah.

C. Details of Innovations /Contribution in teaching, during the year.

- (a) Design of Curriculum : Nil
(b) Teaching Methods : Lecture, Question Answer method, Group discussion, Seminar, Skill Test, Quiz competition establishments the habit of writing, chalk and talk methods used and other measures were and Thought on the day etc.

- (c) Laboratory Experiments : Nil
- (d) Evaluation Methods : Written Test and oral test.
- (e) Preparation of resource material including books, reading materials, laboratory manual etc. : Collected materials from books, journal and internet.
- (f) Remedial Teaching/Student Counseling (Academic) : Tutorial Classes, Group Discussion.
- (g) Any Other : Contacts Students for academic purposes.

D. Improvement of Professional Competence :

- (a) Details Regarding participation in Seminar, workshops, etc. has been provided.
Copy Enclosed.

SL. No	programme	Duration	Organized by /
Nil	Nil	Nil	Nil

E Research Publications & Contribution:

A. Paper published in journals

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor if any
Nil	Nil	Nil	Nil	Nil	Nil

(b) Number of Research paper published : ---- Nil

F. Articles/ chapter published in Books

SL. No.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	Remarks
Nil	Nil	Nil	Nil	Nil	Nil

Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Child labour and its impact on children with special reference to riverine areas in Assam.	IQAC and Research Cell, RGM College, Lengtisinga in collaboration with Jubayer Masud Educational & Charitable Trust, Sontoshpur. Bongaigaon. On dated 30 th May, 2023	National
2			

G. Attended/ Participated in seminar / Workshop/ webinar

Sl. No.	Title of the workshop	Organized by	State/National/international
1	Implementation of National Education Policy/2020	Task force committee for NEP/2020 & IQAC, RGM College, Lengtisinga in collaboration with MG College, Chalantapara, on 23 rd May/2023	State Level
2.			

H. Contribution to Corporate life of Institution

1. Rendered services as examiner,
2. Served as Invigilator of different examinations held in the College.
3. Rendering services as internal examiner of students Home Assignments.
4. Served as Invigilator for Assam TET exam (LP& UP) and grade-iv at RGM College Centre.
- 5, Served as an External Evaluator of Gunotsav Programme.
6. Member of Grievance Redressal Cell.
7. Member of Committee for Monitoring Semester System.
8. Convenor of anti Sexual Harassment Cell.
9. Convenor of internal Examination Committee.
10. Rendering services and engaged in students Admission in Semester System
11. Rendering Services as counting Officer of General Election of Students' Union/2023, RGM College, Lengtisinga.

12. Member of Cultural and Sports Committee.

13. Convenor of Anti Ragging Cell.

I. Details of Participation in Extension Activities, Institutional and Social services:

1. Engaged in Departmental Seminars, Inter Departmental Discussion, Group Discussion.
2. Engaged in several co- curricular activities organized by the College Authority.
3. Students guidance in different Excursions and Field study programme.
4. Served as President of PPS Bhadaipara area, Bongaigaon.
5. Member of the religious institutions in the locality and engaged in several social activities.
6. Served as Secretary Naba Milon NGO Latibari, Bongaigaon.
7. Served as Secretary reception Committee of Banat Madrassa, Lengtisinga.
8. Served as Secretary Teacher's unit Rajiv Gandhi Memorial College, Lengtisinga.
9. Served as Assistant Secretary of Banat Madrassa, Lengtisinga.

J. Assessment:

- a) Steps taken by you for evaluation of the Course Programme taught :
 - (i) Feedback of student.

K. General Data: State brief assessment of your Performance indicating:

- a) Achievement : 100% passed.
- b) Difficulties faced: Lack of sufficient Books, Library, internet facilities and Infrastructure of classroom, smart room, and Digital Library etc.
- c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Computer with Printer, e-Library and Internet facilities, Digital Library


Signature of Teacher

I. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2022-23

- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Research Contributions:
- (f) Paper presented in Seminar
- (g) Attended/ Participated in seminar / Workshop/ webinar
- (h) Extension Work/Community Service.
- (i) Participation in Corporate life.
- (K) General Data


Signature of the Person Authorized

Academic in-charge
RGM College, Lengtisinga

Rajiv Gandhi Memorial College, Lengtisinga

Performance Appraisal Report

Self Appraisal

1. General Information.

(a) Name : **Abdur Rashid.**

(b) Date of Birth : 30 April'1972

(c) Address (Residential) : Village : Bhadaipara,
P.O.- Abhayapuri, Dist.- Bongaigaon

PIN-783384 (Assam)

Mobile No.- 9957815617

abdurashidrgmc@gmail.com

(d) Designation : Tutor Assistant Professor

(e) Department : Arabic.

(f) Area of Specialization : Nil

(g) Date of Appointment : (i) Initial Apptt..by GB of Institution, 12-12-1999
(ii) By the Govt. of Assam , 01-01-2021

2. Teaching: Session: 01-08-2022 to 30-06-2023

Class	Periods			Steps taken for the teaching of Periods missed during Absence or leave
	Assigned Per week LT/P	Taught in the year / Period LT/P		
Odd Sem 1 st 3 rd & 5 th Sem. Honours & (Regular) from August/2022 to Dec/2022	L = 22 T = 02 P = Nil	Class Allotted	Class Taken	
		L = 264 T = Nil P = Nil	250 PC=94.65%	Extra classes were taken during Bandh, Strikes, Hartal Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of IQAC, ACTA etc.
Even Sem Honours & (Regular) from January/2023 to June/2023	L = 23 T = Nil P=Nil	L = 322 T = Nil P = Nil Total:586	302 Total:552 PC= 94%	

* L = Lecture, T = Tutorial, P = Practical S=Seminar

3. (a) Regular and Punctuality :Attending classes regularly and in proper time as per the Gauhati University rules and class routine.

(b) Details of Course : *Teaching plan prepared semester wise for each semester.(teaching plan prepared separately)*

c) Details of Participation in the following :

- I. University Evaluation: various semester evaluation of answer script of B.A.under Gauhati University is carried out.
- II. Internal Evaluation: Evaluation of Internal exams. of B.A, semester examinations is done.
- III. Assessment of Home assignments: Time to time Home assignments are given to B.A. Honours and Regular Students and these are evaluated by us.

IV. Conduct of Examination (Internal): Internal examinations of the college are conducted by the faculty members as per the direction of Gauhati University.

3. **Teaching Method:***Chalk and talk methods used, some time projector also used. Besides, news paper, magazines, journals, websites etc, .were also used as a source of reference for effective teaching.*

(a) Evaluation Methods : Written Test and oral test.

(b) Preparation of resource material including books, reading materials, Laboratory manual etc. : Materials collected from Books Journal, Internet and Android Mobile.,

(c) Remedial Teaching/Student Counseling (Academic)

: Remedial Classes, Group Discussion,Bridgecourse,Contact and Seminer hour..

4. Paper presented in seminar

Sl. No.	Title of the Seminar/workshop	Organized by	State/National level
1	People fo Riverine area of Assam; Problems and Solution	IQAC and Research Cell, Rajiv Gandhi Memrial College, Lengtisinga in Collaboration with JubayerMasud Educational and charitable Trust (JMECT), Sontoshpur, Bongaigaon On 30 th May, 2023	National
2	Implementation of National Education Policy/2020	Taskforce Committee for NEP/2020 and IQAC,Rajiv Gandhi Memorial College, Lengtisinga In Collaboration with Mahatma Gandhi Collage, Chalandapara	State

5.. Extension Works / Community Service :

- (a) Please give a short account of your Contribution to :
- (i) Community works such as value of National integration, Secularism, democracy, Socialism, humanism, Peace, Scientific temper flood or draught relief, small family norm etc. : Nil
6. Participation in the Corporate life: Please give a short account of your contribution to :
- (a) College/University/ Institution : Seminars Inter departmental Discussion, .Group discussion, MOU for departmental development,Seminer,Field study.
- (b) Co-curricular activities : Engaged in several Co-curricular activities organized by the college authority.
- (c) Student Welfare and Discipline: provide Financial help to the poor students personally and through the college poor fundand .
- (d) Membership / Participation in the Bodies/ Committees on Education and

Member of Admission Committee of Rajiv Gandhi Memorial College, Lengtisinga.

7... Assessment :

a) Steps taken by you for evaluation of the Course Programme taught :

(i) Feedback of students

(ii) Periodical test./class Test

8.. General Data.

State brief assessment of your Performance indicating :

a) Achievement : 100% passed .

b) Difficulties faced : , Lack of Books, Lack of reference Books,
Lack of books in Assamese medium and
Internet facilities is not available

c) Suggestion for improvements : Needed Departmental Library,
e- Library and Internet facilities.



(ABDUR RASHID)

Signature of Teacher

I. Verification of factual data :

(a) General Information

(b) Teaching

(c) Details of Innovations / Contribution in teaching during the year :

(d) Improvements of professional competence:

(e) Research Contributions:

(f) Extension Work/Community Service.

(g) Participation in Corporate life.



Signature of the Person Authorized

Academic in-charge

RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

AKTER HUSSAIN

Deptt. of English



**Rajiv Gandhi Memorial College
Lengtisinga**

Rajiv Gandhi Memorial College, Lengtisinga**Performance Appraisal Report****Self Appraisal****1. General Information.**

- (a) Name : **Akter Hussain**
 (b) Date of Birth : 30 July. 1974
 (c) Address (Residential) : Vill.- Baghekhaity
 P.O.- Kushbari, Dist.- Bongaigaon
 PIN-783384 (Assam)
 Mobile No.- 8638049286
akterhussain18@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : English
 (f) Area of Specialization : Teacher English
 (g) Date of Appointment : (i) In the institution : 23/09/2009
 (ii) In the Present Post : 01-01-2021
 (h) Honours Conferred : Nil

2. Teaching: Session: 01-08-2022 to 30-06-2023**(a) Classes Taught :**

Class	Periods			
	Assigned Per week LT/P	Taught in the year / Period LT/P		Steps taken for the teaching of Periods missed during Absence or leave
Odd Sem 1 st 3 rd & 5 th Sem. Honours & Regular) from August/22 to Dec/22	L = 19 T = 2 P = Nil	Class Allotted	Class Taken	
		L = 256 T = 14 P = Nil	245 12	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of IQAC, ACTA etc.
Even Sem Honours & Regular) from August/22 to Dec/22	L = 19 T = 2 P=Nil	L = 223 T = 33 P = Nil	218 28 Nil	
	Total	554	528	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, P = Practical S=Seminar

(b) Regular and Punctuality : Attending classes regularly and in proper time as per the college rules and class routine.

(c) Details of Course : *Teaching plan prepared semester wise for each semester. (teaching plan prepared separately)*

d) Details of Participation in the following :

I. University Evaluation: various semester evaluation B.A. of Gauhati University is carried out

II. Internal Evaluation: Evaluation of Internal exams of B.A, semester examinations is done

III. Assessment of Home assignments: Home assignments casually given to B.A. Major Students only and these are evaluated by us.

IV. Conduct of Examination (Internal): Internal examinations of the college are conducted by the faculty members

3. Teaching Method: *Chalk and talk methods used, some time projector also used Besides News paper, magazines, journals, websites etc, .were also consulted for effective teaching.*

(a) Laboratory Experiments : NA.

(b) Evaluation Methods : Written Test and oral test.

(c) Preparation of resource material including books, reading materials, Laboratory manual etc. : Collected materials from Books, Journal and Internet.

(d) Remedial Teaching/Student Counseling (Academic) : Remedial Classes, Group Discussion.

4. Preparing of resources material including books reading material:

The following books were consulted for the preparation of resource material:

1. History of English Literature by William J Long.
2. A university Grammar of English by Randolph Quirk and Sydney Greenbaum.
3. A hand Book of English Philology by W. Marrant Baker.
4. A Glossary of Literary Terms by M.H. Abrahams.

5. Improvement of Professional Competence :

(a) Details Regarding Refresher Course/Orientation attended, Participation in summer school, workshops, seminars, Synopsis etc. including open University Course/M. Phil, Ph. D. :

Sl. No	Programme	Duration	Organized by /
1	Orientation programme		
2	Special Summer School		

6. Research Publications & Contribution:

A. Paper published in journals

Sl.No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor ,if any
1					

7. Articles/ chapter published in Books

SL. NO.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	remarks
1.					
2.					

8. Paper presented in seminars:

Sl. No.	Title of the seminars/ workshops	Organized by	State / National / international
1.	People's Education Program, supported by khadi & Village Industries Commission (Ministry of MSME, Govt. of India)29 th August,2013	RAJIV GANDHI MEMORIAL COLLEGE, Lengtisinga Dist. Bongaigaon (Assam)	National
2.	International Woman's Day Program woman and Challenges	Organized by Woman cell in collaboration with IQAC, Rajiv Gandhi Memorial College, Lengtisinga.8 th March, 2021	National
3.	Weeklong online Faculty Development Program on New Trends in English Studies	TLC, Tezpur University in association with dept. of English, Tezpur University	International
4.	ONE DAY STATE LEVEL SEMINAR ON "Socio- Economic Condition Of Assam With Special	IQAC Rajiv Gandhi Memorial College, Lengtisinga	State Level

	Reference to Char- Chapori Area” 29 th January 2022		
5.	State Level Workshop On “Social Change : Role of College Teachers” 20 th March, 2022	Society for Better Tomorrow (SBT) In Collaboration with Rajiv Gandhi Memorial College, Lengtisinga	State Level
6.	State Level Workshop on “Dimension of NAAC And Its New outlook” 28 th March, 2022	Rajiv Gandhi Memorial College, Lengtisinga	State Level
7.	One Day State Level Workshop On Intellectual Property, Significance and The Future on 12 th November 2022	Department Of Political Science In Collaboration with Internal Quality Assurance Cell	State Level
8.	Webinar on “Financial Empowerment Through Wealth Creation”	SCAD College of Engineering & Technology	National
9.	Webinar On Strategies for Managing Personal Finance” 07 th January 2022,	Pandit S.N. Shukla University, Shahdol, M.P.	National
10	A Study on the consequences of the Aie River on Socio-Economic condition of Sontoshpur and Dumerguri area	IQAC & Research Cell, Rajiv Gandhi Memorial College, Lengtisinga In collaboration with JubayerMasud Educational & Charitable Trust (JMECT), Sontoshpur, Bongaigaon on 30 May, 2023	National

9. Extension Works / Community Service :

- (a) Please give a short account of your Contribution to :
- (i) Community works such as value of National integration, Secularism, democracy, Socialism, humanism, Peace, Scientific temper flood or draught relief, small family norm etc. : Nil
- (ii) Position held/leadership role played in organizations linked with Extension

Sl. No	Description
1.	Associated with different Social activities
2.	Served as an External Evaluator Gunotsav Programme Chirang District Phase I& II Bongaigaon, Barpeta & Dhubri District.
2.	President of the religious institutions in the locality
3.	Member (Teacher representative) of RGM College Governing body.
4.	Advisor of Kushbari Bazar Jame/Masjid
5.	Executive Member of Tengnamari Muslim Society.

10. Participation in the Corporate life: Please give a short account of your contribution to :

- (a) College/University/ Institution : Seminars Inter departmental Discussion, Group. Discussion,
- (b) Co-curricular activities : Engaged in several Co-curricular activities organized by the college authority.
- (c) Student Welfare and Discipline : provide Financial help to the Poor Students Personally and through the college poor fund.

- (d) Membership / Participation in the Bodies/ Committees on Education and National Development : Convenor Cultural Cell of Rajiv Gandhi Memorial College, Lengtisinga.

11.. Assessment :

a) Steps taken by you for evaluation of the Course Programme taught :

(i) Feedback of students

(ii) Periodical test.

I. General Data.

State brief assessment of your Performance indicating :

- | | | |
|----------------------------------|---|---|
| a) Achievement | : | 100% passed . |
| b) Difficulties faced | : | shortage teacher, Lack of reference Books, |
| c) Suggestion for improvements : | | Need to improvement Departmental Library, e- Library and Internet facilities. |

Since, number of pupils in our department is very large so more teachers required.


Signature of Teacher

I. Verification of factual data :

(a) General Information

(b) Teaching

(c) Details of Innovations / Contribution in teaching during the year :

(d) Improvements of professional competence:

(e) Research Contributions:

(f) Extension Work/Community Service.

(g) Participation in Corporate life.


Signature of the Person Authorized

Academic in-charge
RGM College, Lengtisinga

* By a Person to be nominated by principal/Vice-chancellor

Rajiv Gandhi Memorial College, Lengtisinga

Annual Performance Appraisal Report (APAR)

Session:01-08-2022 to 30-06-2023

Manual for Self-Study

1.General Information

- (a) Name : SHAHIDUR RAHMAN
- (b) Date of Birth : 8th September 1967
- (c) Address : Village: Chatpara
P.O. Jogighopa
P.s. Jogighopa ,
Dist: Bongaigaon
Pin: 783382 (Assam)
Mobile No-9854600444
E-Mail-shahidur944@gmail.com
- (d) Designation : Assistant Professor
- (e) Department : Arabic
- (f) Area of Specialization: No
- (g) Date of Appointment : (i) Initial Appointment: 05-09-1994
: (ii) In the present post: 01-01-2013

2.TeachingSession :01-08-2022 to 30-06-2023

*(To be filled at the end of every academic year)

*L=Lecture,T= Tutorial, P= Practical, S= Seminar, C= Contact Hour

Class	Period			
	Assigned per week LT/C	Taught in the year/Period LT/P		Steps taken for the teaching of periods missed during Absence or leave
Odd Sem 1 st 3 rd &5 th Sem (Honours&Regular)from August/22 to Dec/22	L=24 T=1 C= 1	Class Allotted	Class Taken	
		L=288 T=10 C= 10	278 08 08	Extra classes were taken for doing the undone classes during Bandh, strikes, hartal Casual etc. in duty
Even Sem Honours& Regular from Jan./23 to Jun/23	L=24 T=1 C=1	L=336 T=12 C=12	322 10 10	In duty assigned by the principal or attending meeting or conferences of IQAC, ACTA etc.
	Total	668	636	

(b) **Regular and Punctuality:** Attending classes regularly and in proper time as per the college rules and college routine

(c) **Details of Course:** Teaching plan prepared semester wise for each semester.

(teaching plan prepared separately) enclosed

(d) Details participation in the following:

I. University Evaluation: Various semester evaluation B.A. Gauhati University is carried out.

II. Internal Evaluation: Evaluation of internal Exams of B. A. semester examinations is done.

III. Assessment of Home Assignments: Home Assignment casually given to B.A. Major and Regular Student's and these are evaluated by us.

IV. Conduct of Examination (Internal): Internal examinations of the college are conducted by the faculty members.

3. **Teaching Method:** Chalk and talk method is main methods, sometime projector is also used besides website etc. are also consulted for the effecting teaching.

(a) Evaluation Methods: Written and Oral Test

(b) Preparation of resource material including books, reading material from books, journal and internet.

(C) Remedial Teaching/ Students Counselling (academic): Group Discussion Remedial Classes.

4. Improvement of Professional Competence:

(a) Details Regarding Refresher Course/ Orientation attended, Participation in Seminar, Workshop, Synopsis etc. including open University Course/ M. Phil, Ph.D.

	Programme	Duration	Organized by
1	Short term Course on Research Methodology in social sciences	24 Aug 2022 to 30 Aug 2022	UGC-HRDC, Aligarh Muslim University, Aligarh
2	Online Weeklong Faculty Development Program on Academic writing and publication	10 -16 May/2023	Teaching Learning Centre, Tezpur University in Association with Doomdooma College, Tinsukia and Raha College,

5. **Research Publication and contribution: Nil.**

6. Chapter/ Article published in books

Book Title, Editor & Publication	Name of Article	ISSN/ISBN NO	Whether peer reviewed impact factor or if any
Basics" A reference book	Contribution of Arabic literature and Islamic Studies to the National harmony and integrity in India	978-93-94-334-37-3,	Nil

7. Paper presented in Seminar

Sl. No.	Title of the Seminar	Organised By	State/ National
1.	People of Riverine Area of Assam: Problems and Solutions Paper: Education and culture of the Muslims of Assam with special reference to riverine area	IQAC and Research Cell, Rajiv Gandhi Memorial College, Lengtisinga in collaboration with Jubayer Masud Education and Charitable Trust, Sontoshpur, Bongaigaon	National

7. Attended Seminar/ Workshop

1	Implementation of National Education policy/2020	23 rd May/2023	Task Force Committee for NEP/2020 and IQAC Rajiv Gandhi Memorial College.
2	Research Methodology of Social Science	13 th Nov. 2022	Society for Better Tomorrow, Howly, Barpeta in collaboration with IQAC, Janapriya College, Baniapara, Barpeta.

8. Extension Works/ Community Service:

(a) Please give a short account of your contribution to:	
(i) Community works such as value of National integration, Secularism, democracy, socialism, humanism, peace, scientific temper flood or draught relief, small family norm etc.:	Participated in the National Integration Day Procession in the College on 31-10-2022
(ii) Position held/leadership role played in organizations linked with extension	Performing Duty as HoD, in the Department of Arabic of the College

9. Participation in the Corporate life: Pleas give a short account of your contribution to:

(a) College/ University/ Institution:	Seminars inter departmental discussion, group discussion: Departmental Seminar, Group Discussion and contact with students are conducted during the session regularly.
(b) Co-curricular activities	Engaged in several co-curricular activities organized by the College authority time to time.
(c) Membership/ Participation in the bodies/ committees on education and National development	Convener Anti-ragging Squad Cell of the College.

(10) Assessment:

(a) Steps taken by you for evaluation of the course programme taught	
(i) Feedback of students	Yes, Regularly. Report submitted to IQAC of the College.
(ii) Periodical test	Yes, as per schedule.

11. General Data: State brief assessment of your performance indicating:

(a) Achievement: 100% passed

(b) Difficulties faced: Lack of books, Lack of internet facilities.

- Suggestion for improvement: Needed more departmental reference books and internet facilities.



Shahidur Rahman

Signature of teacher

Verification of factual data:

- (a) General information
- (b) Teaching
- (c) Details of innovations/Contribution in teaching during the year
- (d) Improvement of professional competence.
- (e) Research contributions
- (f) (f) Extension work/ Community service
- (g) Participation in corporate life



Signature of the person Authorized
Academic in-charge
RGM College, Lengtisinga

1/

Self Appraisal Report

Session: 2022-2023

DR. ABDUS SOBUR

Department of Political Science



**Rajiv Gandhi Memorial College,
Lengtisinga: Bongaigaon: Assam**

Semester (Odd & Even): 01/08/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

Manual for Self-Study

Affiliated College to Gauhati University

Format-2

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

- (a) Name : Dr.Abdus Sobur
(b) Date of Birth : 01-01-1972
(c) Address (Residential) : Town – Abhayapuri W/No.-4 (Tengnamari)
P.O:Abhayapuri, Dist: Bongaigaon: Assam
PIN-783384 (Assam)
Mobile No.-9957646072
(d) Designation : Assistant Professor
(e) Department : Political Science
(f) Area of Specialization : Public Administration
(g) Date of Appointment : (i) Initial: 15-10-1996
(ii) Post Sanctioned: 04-01-2014 w.e.f. 01-01-2013
(h) HonoursConferred : Nil

B. Teaching: Session 01/08/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

(a) Classes Taught:

Class	Periods	Teaching mode (L, T, C, S)		Steps taken for the teaching of Periods missed during Absence or leave or business, etc.
TDC CLASS	Assigned Per week LT/P			
Odd Sem (Major & Gen) 1 st , 3 rd , 5 th August to Dec/13	L = 24 T = 1 C = 1 S = 1	Class Allotted	Class Taken	Measures
		L = 288	276	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
		T = 10	10	
		C = 11	11	
		S = 03	03	
Total =	27	312	300	
Even Sem (Major & Gen) 2 nd , 4 th , 6 th Jan to June/13	L = 23 T = 1 C = 1 S = 1	L = 322	310	
		T = 13	13	
		C = 13	13	
		S=03	03	
	26	351	339	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

% of classes taken in the Odd Semester 2022= $300 \times 100 \div 312 = 96.15\%$,

% of classes taken in the Even Semester 2023 = $339 \times 100 \div 351 = 96.58\%$,

% of Average classes taken in both Odd and Even Semester 2022- 2023 = $(300+339) \div 649 \times 100 = 96.38\%$

Total allotted Teaching hours per week in the Odd Semester 2022 = $312 \times 60 \div 60 = 312/72 = 4.33 \times 6 = 26$ hrs.

Total Teaching hours executed per week in the Odd Semester 2022 = $300 \times 60 \div 60 = 300/72 = 4.16 \times 6 = 25$ hrs.

Odd Sem. total working days: $72 \div 6 = 12$ weeks

Total allotted Teaching hours per week in the Even Semester 2023 = $351 \times 60 \div 60 = 312/84 = 4.18 \times 6 = 25$ hrs.

Total Teaching hours executed per week in the Even Semester 2023 = $339 \times 60 \div 60 = 339/84 = 4.16 \times 6 = 24.21$ hrs.

Even Sem. total working days: $84 \div 6 = 14$ weeks.

Teaching Learning Activities	
b) Whether Regular and Punctual?	Yes, Regular and Punctual
(c) Details of Course	Teaching plan, Reading lists , Class notes and materials have been supplied to the students.

d) details of Participation in the following :	
(i) University Education	NIL
(ii) Internal Evaluation	Yes, Internal Evaluation is done by in respect to Unit Test and Sessional Exam. Internal Examiner for TDC Examinations.
(iii) Assessment of Home assignment	Home assignment provided and assessed timely.
(iv) Conduct of Examinations	Conducted Internal Examinations, Practical Examinations, performed duty as External Examiner, Scripts evaluation and scrutinizer, set question paper for internal examinations, etc.

E. Details of Innovations /contribution in teaching, during the year.

(a) Design of Curriculum	Nil
(b) Teaching Methods	Lecture, Question Answer method, Group discussion, Seminar, Skill Test, Uploaded course content and Audio-Visual aids are provided to the students.
(c) Laboratory Experiments	Nil
(d) Evaluation Methods	Written, Oral test and Practical Test.
(e) Preparation of resource material including books, reading materials, Laboratory manual, etc.	Collected materials from Books, Journal and Internet and provided the students of some selective items.
(f) Remedial Teaching/Student Counseling (Academic)	Tutorial Classes, Group Discussion
(g) Any Other	Contacted Students for academic purposes.

F. Improvement of Professional Competence:

i) Annual College Magazine "Pratidhyani"	Publishing Regularly.
ii) College Wall Magazine "Chayan"	Publishing Regularly.
iii) Departmental Wall Magazine "Anishilan"	Publishing Regularly.
iv) Publication of BA Course Related Text Books	1. Janomotaru Jorip gobekhona (Public Opinion and Survey Research) (26-10-2022) 2. RajnoiticTatyarprichay (August, 2022) 3. Introduction to Political Theory(August, 2022)

(a) Engaged with publication of Departmental Journal cum Reference Book, college Magazine, College Wall Magazine, Departmental Wall Magazine, etc.

G. Research Contribution:

(a) Number of students (M. Phil/Ph. D):

At the beginning of the year	Registered during the Year	Completed during the year
Nil	Nil	Nil

(H) Number of Research paper published:

Article on Status of Women Published in the E-Magazine, ACTA Women Cell; Published in: June, 2023	"Char- ChaporirMahilarAbasthyaaru Nari DiwasarPrakhangikata" <u>Online Link: https://anurananacta.com</u>
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(I) Research Projects: Nil

Title of the Project	Name of the finding agency	Duration
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(d) Details of Seminar, Workshop, etc.:

i) Topic of the one Day National Seminar	Title of the Paper	Organised by	Date
Recent Advances in Research: Science and Humanities	An Analysis of the Working of Pressure Groups in India	Organised by GLC College, Barpeta, Assam.	4 th May, 2023
People of Riverine Area of Assam: Problems and Solutions.	Living Tragedy behind the most vulnerable people in Char-Chapori Areas in Assam."	Organised by RGM College, Lengtisinga in collaboration with JMECT, Sontoshpur on 30-05-2023.	30-05-2023

ii) One Day State Level Workshop	Topic of the Workshop	Organised by	Date
One Day State Level Workshop	"Research Methodology of Social Science"	Society for Better Tomorrow, Howly-Barpeta in Collaboration with Janapriya College, Baniarapara, Barpeta, Assam.	13-11-2022
One Day State Level Workshop	Implementation of National Education Policy- 2020	Organised by Task Force Committee for NEP-2020 & IQAC, Rajiv Gandhi Memorial College, Lengtisinga in Collaboration with Mahatma Gandhi College, Chalantapara, held on 23.05.2023.	23-05-2023
(e) Patents taken, if any, give a brief description	Nil		
(f) Membership of Professional bodies, Editorship of Journals etc.	Yes, Life Member, Indian Political Science Association. Membership NO. 3485		

F. Extension Works / Community Service:

(a) Please give a short account of your Contribution to	
(i) Community works such as value of National integration, Secularism, Democracy, Socialism, humanism, Peace, Scientific temper, Flood or draught Relief, small family norm, etc.	Participated in the National Integration Day programme in the college, and organized Procession of Staff and Students of the College.
(ii) Position held/leadership role played in organizations linked With Extension Works and National Service Scheme (NSS) or NCC Or any other similar activity	i) Adviser, NSS Unit of the College. ii) Member, Extension Cell of the College and participated in Various activities.

G. Participation in the corporate life: Please give a short account of your contribution to:

(a) College/University/Institution	Member, Internal Quality Assurance Cell (IQAC) Committee, In-charge of College Magazine and Wall Magazine, Convenor to Prospectus preparation committee, Performed Presiding Officer's duty to the election of student's union body, etc.
(b) Co-curricular activities	Engaged in several Co-curricular activities organized by the college authority time to time
(c) Student Welfare and Discipline	Contacted students regularly and help them in course curriculum related activities.
d) Membership / Participation in the Bodies/ Committees on Education and National Development	i) Life Member, Axom Sahitya Sabha ii) Member Library Advisory Committee of the College iii) Member, Governing Body of the College.

<p>(e) Contribution to Corporate Life</p>	<p>(i) Performs Duty in Fresher's Social, Fateha-E-Dowas Daham, Annual College Week, Awareness Programmes like Swachchata Hi Sewa, Kaumi Ekta Diwas, Yoga programme, and so on.</p> <p>(ii) Organised and conducted Departmental Seminar in the college time to time.</p> <p>(iii) President, Teacher's Unit, Rajiv Gandhi Memorial College.</p> <p>(iv) Editor, News Letter Preparation Sub-committee for the session 2022-23 to till date.</p> <p>(v) Special Guest on the occasion of Miladun-nabi organized by Radiant Public School, Lengtisinga on Oct. 2022.</p> <p>(vi) Taken digital class of B.A. 2nd Semester on 23-11-2022 in the smart class room of the college.</p> <p>(vii) Special Guest on the occasion Children's Fair organized by Jubair Masud Educational and Charitable Trust on 20-03-2023.</p> <p>(viii) Attended and Delivered Lecture on the occasion of observance of Students Day in the college on 31st March, 2023 to offer respect to Bodofa Upendranath Brahma.</p> <p>(ix) Delivered online Lecture in BN College, Dhubri on 6th April, 2023.</p> <p>(x) Practice Teaching_6th Sem.</p> <p>(xi) Inauguration of Reading Club at RGM College.</p> <p>(xii) Article published in Assamese Daily News Paper in the Editorial Page.</p>
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H. Assessment:

a) Steps taken by you for evaluation of the Course Programme taught	
(i) Feedback of students	Yes, Report Submitted to IQAC
(ii) Periodical test.	Yes.
(iii) Practice Teaching in the class room.	Yes.
(iv) Mentoring to students.	Yes, Report Submitted to IQAC

I. General Data: State brief assessment of your Performance indicating:

- a) Achievement : 100% passed.
- b) Difficulties faced: Lack of sufficient Books, Computer and Printers in the Department, and infrastructure of Class room, etc.
- c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library and Internet facilities.

 (Aledin Sobur)

Signature of Teacher

1. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2018
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Publication of Books:
- (f) Research Contributions:
- (g) Extension Work/Community Service.
- (h) Participation in Corporate life.



Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report for AQAR
For the period of 01/08/2022 to 30/06/2023
RAJIV GANDHI MEMORIAL COLLEGE, LENGTISINGA

Personal Detail's

1. Name : Zahangir Alom
2. Date of Birth : 29/11/1972
3. Designation : Tutor Assistant Professor
4. Educational Qualification : M.A. in Economics
5. Professional Qualification : N.A.
6. Department : Economics
7. Specialization : Banking
8. Mobile No. : 94352 43905
9. E-mail ID : alamjahangire9285@gmail.com.
10. Date of Joining : 26/12/1998
11. Aadhaar No. : 7716 8536 5928
12. PAN No. : AROPA0532G
Teaching Session : 01/08/2022 to 30/06/2023



Educational Qualification			
Qualification	Title/Course	University	Year
Under Graduate	B.A. in Economics	B.N. College, Dhubri (G.U.)	1994
Post Graduate	M.A. in Economics	Pune University	1997

Carrier Profile :		
Teaching Experience in years	Area of Specialization	Courses and Subject Thought
24 years of Teaching Experience (From 26 th December, 1998 to till Date)	Economics (Banking)	B.A. in Economics

Class	Period				
	Assigned per week LT/P	Taught in the year/ Period LT/P			Steps taken for the teaching of Periods missed during Absence or leave
Odd Sem 1 st 3 rd & 5 th regular from August /22 to December /22	L=06 T=06 P= Nil	Class Allotted	Class Taken	Percentage	
		L =79 T=06 P= Nil	57 04	72.15 (Excluding Tutorial)	Extra Classes has been taken for doing undue classes due to Bandh, Leave,

					NAAC Works, attending Seminar, conference etc.
Even Sem Regular from August/22 to Dec/22	L=06 T=06 P= Nil	L =74 T=06 P= Nil	50 04	67.57 (Excluding Tutorial)	

L= Lecture, T=Tutorial, P= Practical

Teaching Learning and evaluation related activities :-

- Organises departmental seminar, group discussion, class test,
- Regularly visited Central Library, uses departmental Library.
- Performed various internal/ external examination duty.
- Evaluated internal exam copy.
- Setting up question paper for internal exam.
- Home assignment assessed.
- Prepared semester wise teaching plan.
- Prepared separate departmental routine.
- Shared study material in online WhatsApp group.
- Mentors the students.

Methods of teaching:

- Usually used chalk and talk method in class room.
- Perform audio visual class by using projector.
- Shared consultation with the students using knowledge of Magazine Journal etc.
- Performed class test, group discussion and quiz relating to subjects.
- Remedial classes for slow learner.

Attending Workshop/Seminar					
Faculty	International	National	State	College	
Attended		Challenges in Achieving 50% GER in NE States by 2035 in Tertiary Education		PDUAM, Tulungia, 23 & 24 th September, 2022	View Documents
Attended			Implementation of National Education Policy, 2020	Rajiv Gandhi Memorial College, Lengtisinga, 23/03/2023	View Document

Paper Presentation		Prospects of Micro-Finance of the Riverine People of Lower Assam in Relevance to the Ideology of Dr. Mohammad Younis		Rajiv Gandhi Memorial College, Lengtisinga, June, 2023	View Documents
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Contribution to Corporate Life		
Sl. No.	Details of Contribution	Remarks
1.	Member of Library Committee	
2.	Member of Prospectus Committee	
3.	Served as Convenor in Internal Examination of the College	
4.	Member of Admission Committee	
5.	Member of IQAC of the College	
6.	Member of Academic Council	
7.	Served as Secretary of RGM College Employees Thrift and Credit Co-Operative Society Limited.	
8.	Served as Asstt. Coordinator of IQAC of the College for the 1 st Cycle of NAA Accreditation.	View Documents
9.	Served as Member of Advisory Committee of Little Flower English School (Govt. Recognised)	View Documents
10.	Served as Joint Coordinator of various Skill Enhancement of Courses in College	View Documents
11.	Served as Executive Member for the General Election of Student Union body	View Documents

Departmental Routine for the period of Aug/22 to Dec/22

Day	2 nd Sem. /	4 th Sem.			6 th Sem
Monday	10.00 – 11.00	11.00 – 12.00	2.00 – 3.00		11.00 – 12.00
	R.No. 6 J.A.	SEC R. No. UR J.A.	R. No. 6 F.A.		R. No. A.T. – 1 R.K.
Tuesday	12.00 – 1.00	4.00 – 5.00	3.00 – 4.00	4.00 – 5.00	12.00 – 1.00
	R. No. – 2 R.K.	Tutorial Class R. No. 6 J.A.	R. No. 6 R.K.	Group Discussion R. No. A.T. - 1 J.A.	R. No. A.T. – 2 F.A.
Wednesday	3.00 – 4.00	11.00 – 12.00	4.00 – 5.00	4.00 – 5.00	2.00 – 3.00

	R. No. 5 J.A.	R. No. 6 R. K.	Contract Home R. No. 2 F.A.	Tutorial Class R. No. 6 F.A.	R. No. 6 F.A.
Thursday	10.00 – 11.00	11.00 – 12.00	12.00 – 1.00	4.00 – 5.00	11.00 – 12.00
	R. No. 6 F.A.	SEC R. No. 4 J.A.	R. No. 6 J.A.	Seminer R. No. 3 J.A., R.K. & F.A.	R. No. A. T. – 1 R.K.
Friday	12.00 – 1.00	12.00 – 1.00	3.00 – 4.00	4.00 – 5.00	12.00 – 1.00
	R. No. 2 R.K.	SEC R. No. 4 J.A.	R. No. 6 F.A.	Group Discussion R. No. 6 R.K.	R. No. A.T. – 1 J.A.
Saturday	3.00 – 4.00	11.00 – 12.00	2.00 – 3.00	4.00 – 5.00	2.00 – 3.00
	R. No. A.T. – 2 F.A.	R. No. 6 J.A.	SEC R. No. UR J.A.	Seminer R. No. HS J.A., R.K. & F.A.	R. No. A.T. – 2 R.K.

Departmental Routine

From January, 2023 to June, 2023

Day	1 st Sem. / 2 nd Sem	3 rd Sem/ 4 th Sem			5 th Sem/ 6 th Sem
Monday	10.00 – 11.00	11.00 – 12.00	2.00 – 3.00		11.00 – 12.00
	R.No. 6 J.A.	SEC R. No. UR J.A.	R. No. 6 F.A.		R. No. A.T. – 1 R.K.
Tuesday	12.00 – 1.00	4.00 – 5.00	3.00 – 4.00	4.00 – 5.00	12.00 – 1.00
	R. No. – 2 R.K.	Tutorial Class R. No. 6 J.A.	R. No. 6 R.K.	Group Discussion R. No. A.T. - 1 J.A.	R. No. A.T. – 2 F.A.

Wednesday	3.00 – 4.00	11.00 – 12.00	4.00 – 5.00	4.00 – 5.00	2.00 – 3.00
	R. No. 5 J.A.	R. No. 6 R. K.	Contract Home R. No. 2 F.A.	Tutorial Class R. No. 6 F.A.	R. No. 6 F.A.
Thursday	10.00 – 11.00	11.00 – 12.00	12.00 – 1.00	4.00 – 5.00	11.00 – 12.00
	R. No. 6 F.A.	SEC R. No. 4 J.A.	R. No. 6 J.A.	Seminer R. No. 3 J.A., R.K. & F.A.	R. No. A. T. – 1 R.K.
Friday	12.00 – 1.00	12.00 – 1.00	3.00 – 4.00	4.00 – 5.00	12.00 – 1.00
	R. No. 2 R.K.	SEC R. No. 4 J.A.	R. No. 6 F.A.	Group Discussion R. No. 6 R.K.	R. No. A.T. – 1 J.A.
Saturday	3.00 – 4.00	11.00 – 12.00	2.00 – 3.00	4.00 – 5.00	2.00 – 3.00
	R. No. A.T. – 2 F.A.	R. No. 6 J.A.	SEC R. No. UR J.A.	Seminer R. No. HS J.A., R.K. & F.A.	R. No. A.T. – 2 R.K.

Zahangir Khan

Signature

Zahangor Alam
Signature


Signature of the Authorized Person
Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report
Annual Performance Appraisal Report (APAR)

Session: 2022-23

ROFIQUL ISLAM

Department of Education



**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-07-2022 to 30-06-2023

Manual for Self-Study

Annual Performance Appraisal Report (APAR)

1. General Information.

- (a) Name : **ROFIQUL ISLAM**
 (b) Date of Birth : **16 Feb. 1970**
 (c) Address (Residential) : **Town – Abhayapuri W/No.-11 (Tengnamari)**
P.O.- Abhayapuri, Dist.- Bongaigaon
PIN-783384 (Assam)
Mobile No.- 9957310685
islamrofigulrgmc@gmail.com
 (d) Designation : **Assistant Professor**
 (e) Department : **Education**
 (f) Area of Specialization : **Teacher Education**
 (g) Date of Appointment : (i) In the institution : **10th Oct/1996**
 (ii) In the Present Post: **01-01-2013**
 (h) Honours Conferred : **Nil**

2. Educational Qualification

Educational Qualification			
Qualification	Title/Course	Board/ Council/University	Year
HSLC	Matriculation Course	SEBA	1986
HSSLC	Higher Secondary Course	AHSEC	1988
BA	Under Graduate Course	Gauhati University	1991
MA	Post Graduate Course , Education	Kalyani University	1996
M.PHIL.	<u>A study of the Socio-Economic status of rural & urban high School Teachers in the Bongaigaon District of Assam Province</u>	<u>PERIYAR UNIVERSITY SALEM, TAMILNADU</u>	<u>2010</u>

3. Teaching: Session: 01-07-2022 to 30-06-2023

(a) Classes Taught :

Class	Periods			
	Assigned Per week LT/P	Taught in the year / Period LT/P		Steps taken for the teaching of Periods missed during Absence or leave
Odd Sem	L = 19	Class	Class	

1 st 3 rd & 5 th Sem. Honours & Regular) from 1 st July/22 to 31 st Dec/22	T = 2 P = 2	Allotted	Taken	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of IQAC, ACTA etc.
		L = 276 T = 14 P = 14	266 12 11	
Even Sem. Honours & Regular) from 1 st Jan/23 to 30 June/23	L = 17 T = 2 P = 1	L = 240 T = 12 P = 12	232 12 11	
	Total	568	544	95%

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, P = Practical S=Seminar

(b) Regular and Punctuality : Attended classes maintaining regularly and punctuality as per the University guideline and daily class routine.

(c) Details of Course : Teaching plan prepared semester wise for each semester.(teaching plan prepared separately) enclosed.

(d) Departmental routine enclosed

(e) Details of Participation in the following:

- I. University Evaluation: Evaluation of answer script various semester of B.A. under Gauhati University is carried out.
- II. Internal Evaluation: Evaluation of the Internal exams of B.A, various semester examinations is done .
- III. Assessment for Home assignments: As per G.U. direction Home assignments are given to B.A. Honours and Regular Students and these are evaluated by us.

IV. Conduct of Examination (Internal): Internal examinations of the college are conducted by the faculty members

4. Teaching Method: Chalk and talk methods, smart classroom, some time projector also used Besides News paper, magazines, journals, websites etc, .are also consulted for effective teaching learning method

- (a) Laboratory Experiments : Holding of Psychological Laboratory Experiments.
- (b) Evaluation Methods : Written Test and oral test.
- (c) Preparation of resource material including books, reading materials, Laboratory manual etc. : Collected materials from Books, Journal and Internet.
- (d) Remedial Teaching/Student Counseling (Academic) : Tutorial, bridge course, contact hour Remedial Classes, and Group Discussion are taken

5. Preparing of resources material including books reading material:

The following books were consulted for the preparation of resource material:

1. Saikia, L.R:- Psychological Experiment and education.
2. Thakur, A.S. and Thakur:- Development of education in India-I
3. S.P.Chaube:- Psychology of adolescents
4. Roy Choudhury, B.N. :- Extension Activities
5. Thakur, A.S. and Thakur :- Development of education in India-II
6. Suryanarayana. N.V.S. :- Value and Peace Education.
7. Mangal, S.K. :- Public Speaking Skill
8. Goswami, Marami :- Measurement and Evaluation in Psychology and Education.
9. Kochhar, S.K. :- Guidance and Counseling.
10. Gururani, G.D. :- A Text Book of Mental Health and Hygiene
11. Mukharjee, S.N:- Education of Teachers in India.
12. Sarma, M.K. :- Teaching Learning Methods and Pedagogy.

6. Improvement of Professional Competence :

(a) Details Regarding Refresher Course/Orientation attended, Participation in summer school, workshops, seminars, Synopsis etc. including open University Course/M. Phil, Ph. D. :

SL. No	programme	Duration	Organized by /
I	Nil	Nil	Nil

7. Research Publications & Contribution:

A. Paper published in journals

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor ,if any
1	The Role of Education in the formation of personality and character of human beings: A study	BHARATIYO BHASHA,SIKSHA,SAHITYA EVAM SHODH An International Indexed Peer Reviewed & Refereed Journal Vol-14, Issue-11 Nov, 2023	ISSN 2321-9726 (O)	Yes	6.9315

8. Articles/ chapter published in Books

SL. NO.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	remarks
1.	Bascis" A Reference Book	"Basics"Jointly Published by the department of Education & Geography on behalf of Bnit Book Builders. January, 2023 Editors: Rofiqul Islam, Golam Sorrowar	ISBN: 978-93-94334-37-3	NIL	NIL
2.	Gender Discrimination: A New thought in India Page No. 1 to 6	"Basics"Jointly Published by the department of Education & Geography on behalf of Bnit Book Builders. January, 2023.	ISBN: 978-93-94334-37-3	NIL	NIL

9. Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Sustainable Development and its effectiveness in India	Research & Publication Cell, IQAC G.L. Choudhury College, Barpeta Road on 4 th May, 2023	National

2	A Study on the consequences of the Aie River on Socio-Economic condition of Sontoshpur and Dumerguri area	IQAC & Research Cell, Rajiv Gandhi Memorial College, Lengtisinga In collaboration with JubayerMasud Educational & Charitable Trust (JMECT), Sontoshpur, Bongaigaon on 30 May, 2023	National
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A. Attended in seminars and workshops:

Sl. No.	Title of the seminars/ workshops	Organized by	Whether international/ National/state/Regional/college or University Level
1	Implementation of National Education Policy/2020	Jointly Organised By Task Force Committee For Nep-2020 & Iqac, Rajiv Gandhi Memorial College, Lengtisinga (Nacc Accredited) In Collaboration With Mahatma Gandhi College, Chalandapara on 23 rd May 2023	State Level
2	Research Methodology of Social Science	13 th Nov. 2022	Society for Better Tomorrow, Howly, Barpeta in collaboration with IQAC, Janapriya College, Baniapara, Barpeta.

10. Extension Works / Community Service:

(a) Please give a short account of your Contribution to :

(i) Community works such as value of National integration, Secularism, democracy, Socialism, humanism, Peace, child marriage, small family norm, awareness of against drug addiction, literacy and women empowerment etc.

(ii) Position held/leadership role played in organizations linked with Extension : To make aware people regarding necessity of literacy bad effect of child marriage its long lasting impact on the society, to prevent drug addiction from the youth society, to improve the women providing education involving various work of the society.

11. Participation in the Corporate life: Please give a short account of your contribution to :

(a) College/University/ Institution : Seminars Inter Departmental discussion, Group Discussion, field study research, educational trips, case study etc.

(b) Co-curricular activities: Engaged in several Co-curricular activities organized by the college authority.

(c) Student Welfare and Discipline : Provides financial help to the

Poor & helpless Students from
the college poor fund and also
Provided books, reference books
etc.

- (d) Membership / Participation in the Bodies/ Committees on Education and
National Development: Coordinator NEP, Convenor Extension Education Cell &
other college related cell of Rajiv Gandhi Memorial College, Lengtisinga.

12.. Assessment :

a) Steps taken by you for evaluation of the Course Programme taught:

- (i) Feedback of students
(ii) Periodical test, class test, spot competition

I. General Data.

State brief assessment of your Performance indicating:

- a) Achievement : 100% passed Honours 87% Regular Course .
b) Difficulties faced : shortage teacher, Lack of Books, Lack of Practical
equipment, lack of laboratory room, lack of reference books.
Lack of books in Assamese medium and Internet
facilities.
c) Suggestion for improvements : Needed Departmental Library,
e- Library and Internet facilities.
To fulfill the problem of laboratory.

*Since, the enrolment of students in our department is very large so more teachers
required as soon as possible.*


Signature of Teacher

I. Verification of factual data :

- (a) General Information
(b) Teaching
(c) Details of Innovations / Contribution in teaching during the year :
(d) Improvements of professional competence:
(e) Research Contributions:
(f) Extension Work/Community Service.
(g) Participation in Corporate life.


Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-2023

MR. BELLAL HUSSAIN

Department of Political Science



**Rajiv Gandhi Memorial College,
Lengtisinga: Bongaigaon: Assam**

Semester (Odd & Even): 01/07/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

Manual for Self-Study

Affiliated College to Gauhati University

Format-2

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

(a) Name : **Mr. Bellal Hussain**
(b) Date of Birth : **29-04-1969**
(c) Address (Residential) : **Vill: Jharpara Part-II**
P.O: Lengtisinga, Dist: Bongaigaon: Assam
PIN-783384 (Assam)
Mobile No.: 9859441164
(d) Designation : **Assistant Professor**
(e) Department : **Political Science**
(f) Area of Specialization : **Public Administration/ Sociology**
(g) Date of Appointment : **(i) Initial: 14-02-1997**
(ii) Post Sanctioned: 04-01-2014 w.e.f. 01-01-2013
(h) Honours Conferred : **Nil**

B. Teaching: Session 01/07/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

(a) Classes Taught:

Class	Periods	Teaching mode (L, T, C, S)		Steps taken for the teaching of Periods missed during Absence or leave or business, etc.
TDC CLASS	Assigned Per week LT/P			
Odd Sem (Major & Gen) 1 st , 3 rd , 5 th July to Dec/22	L = 24 T = 1 C = 1 S = 1	Class Allotted	Class Taken	Measures Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
		L = 288	282	
		T = 10	10	
		C = 11	11	
		S = 03	03	
Total =	27	312	306	
Even Sem (Major & Gen) 2 nd , 4 th , 6 th Jan to June/23	L = 23 T = 1 C = 1 S = 1	L = 308	296	
		T = 13	13	
		C = 13	13	
		S = 03	03	
	26	337	325	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

% of classes taken in the Odd Semester 2022 = $306 \times 100 \div 312 = 98.07\%$,

% of classes taken in the Even Semester 2023 = $325 \times 100 \div 337 = 96.43\%$,

% of Average classes taken in both Odd and Even Semester 2022- 2023 = $(306+325) = 631 \times 100 \div 649 = 97.23\%$

Total allotted Teaching hours per week in the Odd Semester 2022 = $312 \times 60 \div 60 = 312/72 = 4.33 \times 6 = 26$ hrs.
 Total Teaching hours executed per week in the Odd Semester 2022 = $306 \times 60 \div 60 = 306/72 = 4.25 \times 6 = 25.5$ hrs.

Odd Sem. total working days: $72 \div 6 = 12$ weeks

Total allotted Teaching hours per week in the Even Semester 2023 = $337 \times 60 \div 60 = 337/84 = 4.01 \times 6 = 24.07$ hrs.

Total Teaching hours executed per week in the Even Semester 2023 = $325 \times 60 \div 60 = 325/84 = 3.86 \times 6 = 23.21$ hrs.

Even Sem. total working days: $84 \div 6 = 14$ weeks.

Teaching Learning Activities	
b) Whether Regular and Punctual?	Yes, Regular and Punctual
(c) Details of Course	Teaching plan, Reading lists , Class notes and materials have been supplied to the students.

d) details of Participation in the following:	
(i) University Education	NIL
(ii) Internal Evaluation	Yes, Internal Evaluation is done by Unit Test and Sessional Exam. Internal Examiner for TDC Examinations.
(iii) Assessment of Home assignment	Home assignment provided and assessed timely.
(iv) Conduct of Examinations	Conducted Internal Examinations, Practical Examinations, performed duty as External Examiner, scripts evaluation and scrutinizer, set question paper for internal examinations, etc.

E. Details of Innovations /contribution in teaching, during the year.

(a) Design of Curriculum	Nil
(b) Teaching Methods	Lecture, Question Answer method, Group discussion, Seminar, Skill Test, Uploaded course content and Audio-Visual aids are provided to the students.
(c) Laboratory Experiments	Nil
(d) Evaluation Methods	Written, Oral test and Practical Test.
(e) Preparation of resource material including books, reading materials, Laboratory manual, etc.	Collected materials from Books, Journal and Internet and provided the students of some selective items.
(f) Remedial Teaching/Student Counseling (Academic)	Tutorial Classes, Group Discussion
(g) Any Other	Contacted Students for academic purposes.

F. Improvement of Professional Competence:

i) Annual College Magazine "Pratidhyani"	Engage Regularly.
ii) College Wall Magazine "Chayan"	Engage Regularly.
iii) Departmental Wall Magazine "Anushilan"	Publishing Regularly.

G. Research Contribution:

(a) Number of students (M. Phil/Ph. D):

At the beginning of the year	Registered during the Year	Completed during the year
Nil	Nil	Nil

(H) Research Projects: Nil

Title of the Project	Name of the funding agency	Duration
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(I) Details of Seminar, Workshop, etc.:

i) Topic of the one Day National Seminar	Title of the Paper	Organised by	Date
Recent Advances in Research: Science and Humanities	Corruption in Contemporary Politics in India	Organised by GLC College, Barpeta, Assam.	4 th May, 2023
People of Riverine Area of Assam: Problems and Solutions.	Analysis of erosion problem in Assam with special reference to Manas River under Bongaigaon and Barpeta District:	Organised by RGM College, Lengtisinga in collaboration with JMECT, Sontoshpur on 30-05-2023.	30-05-2023
ii) One Day State Level Workshop	Topic of the Workshop	Organised by	Date
One Day State Level Workshop	"Research Methodology of Social Science"	Society for Better Tomorrow, Howly-Barpeta in Collaboration with Janapriya College, Baniarapara, Barpeta, Assam.	13-11-2022
One Day State Level Workshop	Implementation of National Education Policy-2020	Organised by Task Force Committee for NEP-2020 & IQAC, Rajiv Gandhi Memorial College, Lengtisinga	23-05-2023
One Day State Level Workshop	National Education Policy (NEP): 2020	IQAC, Barpeta Bongaigaon, College, Langla, Barpeta.	14-09-2023
(iii) Patents taken, if any, give a brief description.	Nil		

(IV) Membership of Professional bodies, Editorship of Journals etc	Yes, Member, Indian Political Science Association. Membership NO. 3648
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J. Extension Works / Community Service:

(a) Please give a short account of your Contribution to	
(i) Community works such as value of National integration, Secularism, Democracy, Socialism, humanism, Peace, Scientific temper, Flood or draught Relief, small family norm, etc.	Participated in the National Integration Day programme in the college, and organized Procession of Staff and Students of the College.
(ii) Position held/leadership role played in organizations linked With Extension Works and National Service Scheme (NSS) or NCC Or any other similar activity	i) participated in Various activities in Extension Cell and NSS Unit of the College.

K. Participation in the corporate life: Please give a short account of your contribution to:

(a) College/University/Institution	Member, Internal Quality Assurance Cell (IQAC) Committee, Convenor Sports Cell committee, Performed as Chief Election Commissioner to the election of student's union body, Coordinator, University Facilities under Samarth e-gov. etc.
(b) Co-curricular activities	Engaged in several Co-curricular activities organized by the college authority time to time
(c) Student Welfare and Discipline	Contacted students regularly and help them in course curriculum related activities.
d) Membership / Participation in the Bodies/ Committees on Education and National Development	i) Member, Routine preparation Committee and Cultural Committee. ii) Performance as External Examiner in Project Paper, M G College Centre. iii)
(e) Contribution to Corporate Life	(i) Performs Duty in Fresher's Social, Fateha-E-Dowas Daham, Annual College Week, Awareness Programs like Swachchata Hi Sewa, Kaumi Ekta Diwas, Yoga Program, and so on. (ii) Organised and conducted Departmental Seminar in the college time to time. (vi) Taken digital class of B.A. 2 nd Semester on 23-11-2022 in the smart class room of the college. (viii) Attended and Delivered Lecture on the occasion of observance of Students Day in the college on 31 st March, 2023 to offer respect to Bodofa Upendranath Brahma. (ix) Member, Mini PHC, Lengtisinga (x) Practice Teaching_6th Sem. (xi) Inauguration of Reading Club at RGM College.

L. Assessment:

a) Steps taken by you for evaluation of the Course Programme taught	
(i) Feedback of students	Yes, Report Submitted to IQAC
(ii) Periodical test.	Yes.
(iii) Practice Teaching in the class room.	Yes.
(iv) Mentoring to students.	Yes, Report Submitted to IQAC

I. General Data: State brief assessment of your Performance indicating:

- a) Achievement : 100% passed.
- b) Difficulties faced: Lack of sufficient Books, Computer and Printers in the Department, and infrastructure of Class room, etc.
- c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library and Internet facilities.

Bellal Hossain
(B.H.)

Signature of Teacher

1. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2018
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Publication of Books:
- (f) Research Contributions:
- (g) Extension Work/Community Service.
- (h) Participation in Corporate life.

B.H.
Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-2023

ABU BAKKAR SIDDIQUE

Department of Political Science



**Rajiv Gandhi Memorial College,
Lengtisinga: Bongaigaon: Assam**

**Semester (Odd & Even): 01/08/2022 to 31/12/2022 & 01/01/2023 to
30/06/2023**

Manual for Self-Study

Affiliated College to Gauhati University

Format-2

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

(a) Name : Abu Bakkar Siddique
(b) Date of Birth : 11-11-1967
(c) Address (Residential) : Vill: Bhadaipara
P.O:Lengtisinga, Dist: Bongaigaon: Assam
PIN-783384 (Assam)
Mobile No.-6002877767
(d) Designation : Tutor Assistant Professor
(e) Department : Political Science
(f) Area of Specialization : No.
(g) Date of Appointment : (i) Initial: 08-09-2009
(ii) Post Sanctioned: 14-05-2022
(h) HonoursConferred : Nil
(i) Educational Qualification : M.A.; M. Phil.

B. Teaching: Session 01/08/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

(a) Classes Taught:

Class	Periods		Note
	Assigned Per week LT/P	Teaching mode (L, T, C, S)	
			Steps taken for the teaching of Periods missed during Absence or leave or business, etc.
Odd Sem (Major & Gen) 1 st , 3 rd , 5 th August to Dec/13	L = 18 T = 1 C = 1 S = 1	Class Allotted	Class Taken
		L = 216	205
		T = 10	10
		C = 11	11
		S = 03	03
Total =	21	240	229
Even Sem (Major & Gen) 2 nd , 4 th , 6 th Jan to June/13	L = 21 T = 1 C = 1 S = 1	L = 294	281
		T = 13	13
		C = 13	13
		S=03	03
	24	323	310

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

% of classes taken in the Odd Semester 2022= $229 \times 100 \div 240 = 95.42\%$,

% of classes taken in the Even Semester 2023 = $310 \times 100 \div 323 = 96\%$,

% of Average classes taken in both Odd and Even Semester 2022- 2023 = $(229 + 310) \div 2 \times 100 = 539 \times 100 \div 563 = 96\%$

Total allotted Teaching hours per week in the Odd Semester 2022

$= 240 \times 60 \div 72 = 240 \div 72 = 3.33 \times 6 = 20 \text{ hrs.}$

Total Teaching hours executed per week in the Odd Semester 2022 $= 229 \times 60 \div 72 = 229 \div 72 = 3.18 \times 6 = 19 \text{ hrs.}$

Odd Sem. total working days: $72 \div 6 = 12 \text{ weeks}$

Total allotted Teaching hours per week in the Even Semester 2023 $= 323 \times 60 \div 84 = 323 \div 84 = 3.84 \times 6 = 23 \text{ hrs.}$

Total Teaching hours executed per week in the Even Semester 2023 $= 310 \times 60 \div 84 = 310 \div 84 = 3.69 \times 6 = 22 \text{ hrs.}$

Even Sem. total working days: $84 \div 6 = 14 \text{ weeks.}$

Teaching Learning Activities	
b) Whether Regular and Punctual?	Yes, Regular and Punctual
(c) Details of Course	Teaching plan, Reading lists , Class notes and materials have been supplied to the students.

d) details of Participation in the following :

(i) University Education	NIL
(ii) Internal Evaluation	Yes, Internal Evaluation is done by in respect to Unit Test and Sessional Exam. Internal Examiner for TDC Examinations.
(iii) Assessment of Home assignment	Home assignment provided and assessed timely.
(iv) Conduct of Examinations	Conducted Internal Examinations, Practical Examinations, performed duty as External Examiner, Scripts evaluation and scrutinizer, set question paper for internal examinations, etc.

E. Details of Innovations /contribution in teaching, during the year.

(a) Design of Curriculum	Nil
(b) Teaching Methods	Lecture, Question Answer method, Group discussion, Seminar, etc.
(c) Laboratory Experiments	Nil
(d) Evaluation Methods	Written, Oral test and Practical Test.
(e) Preparation of resource material	Collected materials from Books, Journal and Internet and

including books, reading materials, Laboratory manual, etc.	provided the students of some selective items.
(f) Remedial Teaching/Student Counseling (Academic)	Tutorial Classes, Group Discussion
(g) Any Other	Contacted Students for academic purposes.

F. Improvement of Professional Competence:

(i) Departmental Wall Magazine "Anishilan"	Publishing Regularly.
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(a) Engaged with publication of Departmental Journal cum Reference Book, college Magazine, College Wall Magazine, Departmental Wall Magazine, etc.

G. Research Contribution:

(a) Number of students (M. Phil/Ph. D):

At the beginning of the year	Registered during the Year	Completed during the year
Nil	Nil	Nil

(H) Number of Research paper published: Nil

(I) Research Projects: Nil

Title of the Project	Name of the finding agency	Duration
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(d) Details of Seminar, Workshop, etc.:

i) Topic of the one Day National Seminar	Title of the Paper	Organised by	Date
ii) One Day State Level Workshop	Topic of the Workshop	Organised by	Date
One Day State Level Workshop	"Research Methodology of Social Science"	Society for Better Tomorrow, Howly-Barpeta in Collaboration with Janapriya College, Baniarapara, Barpeta, Assam.	13-11-2022
One Day State Level Workshop	Implementation of National Education Policy- 2020	Organised by Task Force Committee for NEP-2020 & IQAC, Rajiv Gandhi Memorial College, Lengtisinga in Collaboration with Mahatma Gandhi College, Chalantapara, held on 23.05.2023.	23-05-2023
(e) Patents taken, if any, give a brief description	Nil		
(f) Membership of Professional bodies, Editorship of Journals etc.	Nil		

F. Extension Works / Community Service:

(a) Please give a short account of your Contribution to	
(i) Community works such as value of National integration, Secularism, Democracy, Socialism, humanism, Peace, Scientific temper, Flood or draught Relief, small family norm, etc.	Participated in the National Integration Day programme in the college, and organized Procession of Staff and Students of the College.
(ii) Position held/leadership role played in organizations linked With Extension Works and National Service Scheme (NSS) or NCC Or any other similar activity	Nil

G. Participation in the corporate life: Please give a short account of your contribution to:

(a) College/University/Institution	Co-ordinator, Students Welfare and common Society Ltd., Performed Counting Officer's duty to the election of student's union body, etc.
(b) Co-curricular activities	Engaged in several Co-curricular activities organized by the college authority time to time
(c) Student Welfare and Discipline	Contacted students regularly and help them in course curriculum related activities.
(d) Contribution to Corporate Life	<p>(i) Performs Duty in Fresher's Social, Fateha-E-Dowas Daham, Annual College Week, Awareness Programmes like Swachchata Hi Sewa, Kaumi Ekta Diwas, Yoga programme, and so on.</p> <p>(ii) Organised and conducted Departmental Seminar in the college time to time.</p> <p>(vi) Taken digital class of B.A. 2nd Semester on 23-11-2022 in the smart class room of the college.</p> <p>(viii) Attended on the occasion of observance of Students Day in the college on 31st March, 2023 to offer respect to Bodofa Upendranath Brahma.</p> <p>(xi) Attended in the inauguration of Reading Club at RGM College.</p>

H. Assessment:

a) Steps taken by you for evaluation of the Course Programme taught	
(i) Feedback of students	Yes, Report Submitted to IQAC
(ii) Periodical test.	Yes.
(iii) Practice Teaching in the class room.	Yes.
(iv) Mentoring to students.	Yes, Report Submitted to IQAC


I. General Data: State brief assessment of your Performance indicating:

a) Achievement

: 100% passed.

b) Difficulties faced: Lack of sufficient Books, Computer and Printers in the Department, and infrastructure of Class room, etc.

c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library and Internet facilities.



Signature of Teacher

1. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2018
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Publication of Books:
- (f) Research Contributions:
- (g) Extension Work/Community Service.
- (h) Participation in Corporate life.



Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

DR.LILY DAS

Dept. Of Assamese



**Rajiv Gandhi Memorial College,
Lengtisinga**

Session: 01-08-22 to 30-06-2023

Manual for Self-Study

SELF APPRAISAL REPORT OF TEACHER

1. General Information.

(a) Name : DR. LILY DAS
 (b) Date of Birth : 14 -01-1984
 (c) Address (Residential) : Vill: Chandamari, P.O: Balapet,
 Dist: Barpeta (Assam), Pin: 781317
 Mobile No: 9954080415
 Email ID:lilydasrgmc@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : Assamese
 (f) Area of Specialization : Language (Group- B)
 (g) Date of Appointment : (i) Initial – 18/12/2010
 (ii) Post Sanctioned: 01-01-2013

2. Teaching: Session 01/08/2022 to 30/06/2023

(a) Classes Taught :

Class	Periods			
	Assigned Per week L,C&S,DS	Taught in the year /Period L, T,C & S		Steps taken for the teaching of Periods missed during absence or leave
Odd Sem (Hons, AEC, SEC, GE, RC,MIL) 1 st , 3 rd , 5 th August to Dec/22	L = 22 T = 02 C = 02 S = 01	Class Allotted L = 264 T = 24 C = 24 S = 12	Class Taken 260 20 20 10	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of DSTA CEC etc.
		324	314 (96.9%)	
Even Sem (Hons, AEC, SEC, GE, RC, MIL) 2 nd , 4 th , 6 th Jan to June/23	L = 19 T = 02 C = 02 S = 01 G.D= 1	L = 228 T = 24 C = 24 S = 12 GD=12	223 21 21 10 10	
		300	285(95%)	

* (To be filled at the end of every academic year)

* L (Lecture)), T(Tutorial), C (Contact Hour), S (Seminar) and GD (Group Discussion)

(b) Regular and Punctuality: Regular and Punctual

(c) Details of Courses: Teaching Plan, Mini Thesis, Reading Material, Reference Books supplied to the students

(d) Details of Participation in the following:

(i) Internal Evaluation: Yes, Internal Evaluation is done by Unit Test and Seasonal Exam. Examiner of Internal and external Examination

(ii) Assessment of Home assignment: Home assignment is assessed.

(iii) Conduct of Examinations: Conducted Internal Examinations, External Examiner, viva voice, Scripts evaluation and scrutinizer etc.

3. Details of Innovations /contribution in teaching, during the year:

(a) Teaching Methods: Lecture, Question Answer method, Group discussion, Interaction with Student online mode, seminar, etc.

(b) Evaluation Methods: Written Test and oral test, test, Quiz, viva -voce etc.

(c) Preparation of resource material including books, reading materials:
Collected materials from Books, Journals and Internet.

(d) Remedial Teaching/Student Counseling (Academic): Remedial Classes, Group Discussion, contact over telipon.

4. Improvement of Professional Competence:

(a) Details Regarding Refresher Course /Orientation attended, Participation in summer school, workshops, seminars, FDP, STC etc. including open University Courses/M. Phil, Ph. D :

Topic of the seminar	Title of the paper	Organised by	Date
People of Reverine Area of Assam: Problems and Solutions	Naiparia musalman samajat nari:eti adhayan	IQAC&Research cell, R.G Memorial ollege, Lengtisinga in collaboration with JMET, Sontoshpur	30 th May, 2023

F. Extension Works / Community Service:

(a) Please give a short account of your Contribution to:

- (i) Community works such as value of National integration, Secularism, Democracy, Socialism, humanism, Peace, Scientific temper flood or draught relief, small family norms etc.:** Arrange awareness programme against child marriage as a convener of women cell

G. Participation in the Corporate life: Please give a short account of your contribution to:

- (a) College/University/Institution:** Seminars Inter departmental Discussion, Group. Discussion, Member of cultural cell, convenor of women cell, Member of research cell.
- (b) Co-curricular activities:** Engaged in several Co-curricular activities Organized by the college authority time to time.

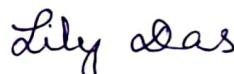
H. Assessment:

- (a) Steps taken by you for evaluation of the Course Programme taught:**
- (i) Feedback of students:** yes
- (ii) Periodical test:** yes

I. General Data:

State brief assessment of your Performance indicating:

- (a) Achievement:** 100% passed.
- (b) Difficulties faced:** Lack of Books, Lack of Library access facility, Internet facilities.
- (c) Suggestion for improvements :** Needed Departmental Library, E-Library and Internet facilities.



Signature of Asst. Professor

J. Verification of factual data:

- (a) General Information**
- (b) Teaching**
- (c) Details of Innovations / Contribution in teaching during the year:**
- (d) Improvements of professional competence:**
- (e) Research Contributions:**
- (f) Extension Work/Community Service.**
- (g) Participation in Corporate life.**



Signature of the Authorized Person

* By a Person to be nominated by principal/Vice-chancellor

Academic in-charge
RGM College, Lengtisinga

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

(a) Name : **DR. REETA SARMA**
 (b) Date of Birth : 28-10-1967
 (c) Address (Residential) : Town – Abhayapuri W/No.-3 (Near Work Shop)
 P.O.- Abhayapuri, Dist.- Bongaigaon
 PIN-783384 (Assam)
 Mobile No.- 9435740434
 Email- reeta.sarma@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : Assamese
 (f) Area of Specialization : Literature / Culture
 (g) Date of Appointment : (i) Initial – 10/08/1993
 (ii) Post Sanctioned: 01-01-2013

B. Teaching : Session 01/08/2022 to 31/07/2023

(a) Classes Taught :

Class	Periods			Steps taken for the teaching of Periods missed during Absence or leave
	Assigned Per week L/T/P/S	Taught in the year / Period L/T/P/S		
Odd Sem (HON. MIL, AEC, SEC, RC,GE) 1 st , 3 rd , 5 th August to Dec/22	L = 21	Class Allotted	Class Taken	Extra classes were taken for doing the undone classes during Bandh, Strikes, Casual leave or Medical Leaves or other duties.
	T = 2	L = 252	250	
	C = 2	T = 24	22	
	S = 1	C = 24	22	
		S = 12	10	
	Total	312	304(97%)	
Even Sem (HON. MIL, AEC, SEC, RC,GE) 2 nd , 4 th , 6 th Jan to June/23	L = 17	L = 204	202	
	T = 2	T = 24	22	
	C = 2	C = 24	22	
	S = 1	S = 12	10	
	Grp.Dis.-1	Grp. Dis.-12	10	
	Total	272	266(97.7%)	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, P = Practical, S= Seminar, GD=Group Discussion

% of class taken in the session 2022-23 (Odd Sem+ Even Sem = 97%+97.7%/2)= **97.35%**

(b) Regular and Punctuality : Regular and Punctual
 (c) Details of Course : Teaching plan, Study materials, Class notes supplied to the students

d) Details of Participation in the following :

- (i) Internal Evaluation : Yes, Internal Evaluation is done by Unit Test and Seasonal Exam. Internal Examiner for TDC Examinations.
- (ii) Assessment of Home assignment : Home assignment is assessed.
- (iii) Conduct of Examinations : Conducted Internal Examinations, Practical Examination External Examiner, Scripts evaluation and scrutinizer, Set Question Paper for Internal Examinations, etc.

C. Details of Innovations /contribution in teaching, during the year:

- (a) Teaching Methods : Lecture, Question Answer Method, Group discussion, Seminar, Interaction with Student, Online mode,
- (b) Evaluation Methods : Written Test and Oral Test, Quiz, Group Discussion, Seminar, Viva voce
- (c) Preparation of resource material including books, reading materials, etc. : Collected materials from Books, Journal and Internet.
- (d) Remedial Teaching/Student Counseling (Academic) : Remedial Classes, Group Discussion, contact over telephone

D. Improvement of Professional Competence:

- (a) Details Regarding Refresher Course/Orientation attended, Participation in summer school, Workshops, Seminars, FDP, STC etc. including open University Course/M. Phil, Ph. D.:

Seminar	FDP	STC
01	01	----

- (b) Number of Research paper published : 1(One)

- (c) Details of Seminar, Conference organized : 1(one), Copy of Certificate Enclosed

- E. Extension Works/ Community Service :** Promote Extension work through cells like educational extension programme, child marriage prevent etc.

- F. **Participation in the Corporate life** : Please give a short account of your contribution to
(a) **College/University/Institution** : Seminars, Inter departmental Discussion, Group Discussion; president of different cells of college
(b) **Organised different co-curricular activity** for the development of students, college

G. **Assessment** :

a) **Steps taken by you for evaluation of the Course Programme taught** :

(i) **Feed back of students** : Yes

(ii) **Periodical test.** : Yes

H. **General Data:**

State brief assessment of your Performance indicating :

a) **Achievement** : 100% passed.

b) **Difficulties faced** : Lack of Books, Lack of Library Access facility, Internet facilities.

c) **Suggestion for improvements** : Needed Departmental Library with sufficient number of books, e- Library and Internet facilities.



Signature of Teacher

H. **Verification of factual data** :

(a) Teaching

(b) Details of Innovations / Contribution in teaching during the year :

(c) Improvements of professional competence:

(d) Research Contributions:

(e) Participation in Corporate life.



Signature of the Person Authorized

Academic in-charge
RGM College, Lengtisinga

* By a Person to be nominated by principal/Vice-chancellor

Self Appraisal Report

Session: 2022-2023

DR. SOFIUR RAHMAN

Department of Arabic



**Rajiv Gandhi Memorial College,
Lengtisinga: Bongaigaon: Assam**

Semester (Odd & Even): 01/08/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

Manual for Self-Study

Affiliated College to Gauhati University

Format-2

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

- (a) Name : **Dr. Sofiur Rahman**
(b) Date of Birth : **01-03-1971**
(c) Address (Residential) : **Vill: Batabari, P.O: Abhayapuri, Dist: Bongaigaon: Assam**
PIN-783384 , Assam
Mobile No.-9401479640

- (d) Designation : Assistant Professor
 (e) Department : Arabic
 (f) Area of Specialization : Arabic Language.
 (g) Date of Appointment : (i) Initial: 15-10-1996
 (ii) Post Sanctioned: 04-01-2014 w.e.f. 01-01-2013
 (h) Honours Conferred : Nil

B. Teaching: Session 01/08/2022 to 31/12/2022 & 01/01/2023 to 30/06/2023

(a) Classes Taught:

Class	Periods	Teaching mode (L, T, C, S)		Steps taken for the teaching of Periods missed during Absence or leave or business, etc.
TDC CLASS	Assigned Per week LT/P			
Odd Sem (Major & Gen) 1 st , 3 rd , 5 th August to Dec/13	L = 23 T = 1 C = 1 S = 1	Class Allotted	Class Taken	Measures
		L = 276	270	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
		T = 10	10	
		C = 11	11	
		S = 03	03	
Total =	27	300	296	
Even Sem (Major & Gen) 2 nd , 4 th , 6 th Jan to June/13	L = 23 T = 1 C = 1 S = 1	L = 322	310	
		T = 13	13	
		C = 13	13	
		S = 03	03	
	26	351	339	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

% of classes taken in the Odd Semester 2022 = $296 \times 100 \div 300 = 98.66\%$,

% of classes taken in the Even Semester 2023 = $339 \times 100 \div 351 = 96.58\%$,

% of Average classes taken in both Odd and Even Semester 2022- 2023 = $(300+339) \div 649 \times 100 \div 663 = 96.38\%$

Total allotted Teaching hours per week in the Odd Semester 2022 = $300 \times 60 \div 60 = 300/72 = 4.16 \times 6 = 24.96$ hrs.

Total Teaching hours executed per week in the Odd Semester 2022 = $296 \times 60 \div 60 = 296/72 = 4.11 \times 6 = 24.66$ hrs.

Odd Sem.total working days: $72 \div 6 = 12$ weeks

Total allotted Teaching hours per week in the Even Semester 2023 = $351 \times 60 \div 60 = 312/84 = 4.18 \times 6 = 25$ hrs.

Total Teaching hours executed per week in the Even Semester 2023 = $339 \times 60 \div 60 = 339/84 = 4.16 \times 6 = 24.21$ hrs.

Even Sem. total working days: $84 \div 6 = 14$ weeks.

Teaching Learning Activities	
b) Whether Regular and Punctual?	Yes, Regular and Punctual
(c) Details of Course	Teaching plan, Reading lists, Class notes and materials have been supplied to the students.

d) details of Participation in the following :	
(i) University Education	NIL
(ii) Internal Evaluation	Yes, Internal Evaluation is done by Unit Test and Sessional Exam. Internal Examiner for TDC Examinations.
(iii) Assessment of Home assignment	Home assignment provided and assessed timely.
(iv) Conduct of Examinations	Conducted Internal Examinations, Practical Examinations, performed duty as External Examiner, Scripts evaluation and scrutinizer, set question paper for internal examinations, etc.

E. Details of Innovations /contribution in teaching, during the year.

(a) Design of Curriculum	Nil
(b) Teaching Methods	Lecture, Question Answer method, Group discussion, Seminar, Skill Test, Uploaded course content and Audio-Visual aids are provided to the students.
(c) Laboratory Experiments	Nil
(d) Evaluation Methods	Written, Oral test and Practical Test.
(e) Preparation of resource material including books, reading materials, Laboratory manual, etc.	Collected materials from Books, Journal and Internet and provided the students of some selective items.
(f) Remedial Teaching/Student Counseling (Academic)	Tutorial Classes, Group Discussion
(g) Any Other	Contacted Students for academic purposes.

F. Improvement of Professional Competence:

i) Annual College Magazine "Pratidhyani"	Publishing Regularly.
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ii) College Wall Magazine "Chayan"	Publishing Regularly.
iii) Departmental Wall Magazine "Chayan"	Publishing Regularly.
iv) Publication of BA Course Related Text Books	1. Janomot aru Jorip gobekhona (Public Opinion and Survey Research) (26-10-2022) 2. Rajnoitic Tatyar prichay (August, 2022) 3. Introduction to Political Theory (August, 2022)

(a) Engaged with publication of Departmental Journal cum Reference Book, college Magazine, College Wall Magazine, Departmental Wall Magazine, etc.

G. Research Contribution:

(a) Number of students (M. Phil/Ph. D):

At the beginning of the year	Registered during the Year	Completed during the year
Nil	Nil	Nil

(H) Number of Research paper published:

Nane of the Journal	Title of the Article Published	Type of Journal	ISSN	Date of Publication
Excellence International Journal of Education and Research" (EIJER)	"Contribution of Shah Wali Uiiiah Dehlawi to the development of Indo-Arabic Literature"	Peer reviewed and refered International Journal- (Multilingual Journal For All Subjects) Volume: 15	2349-8838	2 August, 2023

(I) Details of Seminar, Workshop, etc.:

i) Topic of the one Day National Seminar/Workshop	Title of the Paper	Organised by	Date
International Seminar on "Problems of the People of Char Areas (River-Island) in Assam and its Solutions"	The Immigrant Muslims of Brahmaputra Valley in Assam and the Politics of intimidation; A Study	Assam Char Parishad in Association with Luitparia College, Barpeta and NEF College, Guwahati.	19-11-2022
People of Riverine Area of Assam: Problems and Solutions.	Socio-Economic Position of the Neo-Assamese Muslims of Brahmaputra Valley of Assam	Organised by RGM College, Lengtisinga in collaboration with JMECT, Sontoshpur on 30-05-2023.	30-05-2023
ii) One Day State Level Workshop	Topic of the Workshop	Organised by	Date
One Day State Level Workshop	"Research Methodology of Social Science"	Society for Better Tomorrow, Howly-Barpeta in Collaboration with Janapriya College, Baniarapara, Barpeta, Assam.	13-11-2022
One Day State Level	Implementation of	Organised by Task Force	23-05-

Workshop	National Education Policy-2020	Committee for NEP-2020 & IQAC, Rajiv Gandhi Memorial College, Lengtisinga in Collaboration with Mahatma Gandhi College, Chalandapara, held on 23.05.2023.	2023
(e) Patents taken, if any, give a brief description	Nil		
(f) Membership of Professional bodies, Editorship of Journals etc.	Nil		

F. Extension Works / Community Service:

(a) Please give a short account of your Contribution to	
(i) Community works such as value of National integration, Secularism, Democracy, Socialism, humanism, Peace, Scientific temper, Flood or draught Relief, small family norm, etc.	Participated in the "National Integration Day Programme" held in the college and participated in the procession of staff and Students organized by the College.
(ii) Position held/leadership role played in organizations linked With Extension Works and National Service Scheme (NSS) or NCC Or any other similar activity	i) Convenor, Tobacco Control Committee of the College. ii) Chairman, Drafting Committee of the Constitution for Students Union of the College.

G.Participation in the corporate life: Please give a short account of your contribution to:

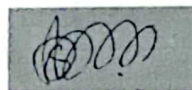
(a)College/University/Institution	i) Member, Internal Examination Cell of the College.
(b) Co-curricular activities	Engaged in several Co-curricular activities organized by the college authority time to time
(c) Student Welfare and Discipline	Contacted students regularly and help them in course curriculum related activities.
d) Membership / Participation in the Bodies/ Committees on Education and National Development	i) Life Member, Axom Sahitya Sabha
(e) Contribution to Corporate Life	(i) Performs Duty in Fresher's Social, Fateha-E-Dowas Daham, Annual College Week, Awareness Programmes like Swachchata Hi Sewa, Kaumi Ekta Diwas, Yoga programme, and so on. (ii) Organised and conducted Departmental Seminar in the college time to time. (viii) Attended and Delivered Lecture on the occasion of observance of Students Day in the college on 31 st March, 2023 to offer respect to Bodofa Upendranath Brahma. (ix) Adviser, Assam Char Parishad.

H. Assessment:

a) Steps taken by you for evaluation of the Course Programme taught	
(i) Feedback of students	Yes, Report Submitted to IQAC
(ii) Periodical test.	Yes.
(iii) Practice Teaching in the class room.	Yes.
(iv) Mentoring to students.	Yes, Report Submitted to IQAC

I. General Data: State brief assessment of your Performance indicating:

- a) Achievement : 100% passed.
- b) Difficulties faced: Lack of sufficient Books, Computer and Printers in the Department, and infrastructure of Class room, etc.
- c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library ,etc.



Signature of Teacher

1. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2018
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Publication of Books:
- (f) Research Contributions:
- (g) Extension Work/Community Service.
- (h) Participation in Corporate life.



Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor

Academic In-charge
RGM College, Lengtisinga

SELF APPRAISAL REPORT

SESSION: 2023

AYUB KHAN

DEPERTMENT OF ASSAMESE



**RAJIV GANDHI MEMORIAL COLLEGE
LENGTISINGA**

Affiliated/Constituent College
Format-2

PERFORMANCE FOR SELF APPRAISAL REPORT OF TEACHER

A. General Information.

- (a) Name : **AYUB KHAN**
 (b) Date of Birth : **28-09-1967**
 (c) Address (Residential) : **Village: Behulapara,
 P.O.- Piradhara, Dist.- Bongaigaon
 PIN-783384 (Assam)
 Mobile No.- 9954664385
 Email: ayub.khan4385@gmail.com**
 (d) Designation : **Assistant Professor**
 (e) Department : **Assamese.**
 (f) Area of Specialization : **Linguistics.**
 (g) Date of Appointment : **(i) In the institution: 23rd Sept/1993.
 (ii) In the Present Post: 01-01-2013**
 (h) Honors Conferred : **Nil**

B. Teaching: Session 01/01/2023 to 31/12/2023

- (a) Classes Taught :

Class	Periods	Taught in the year / Period LSTC		Steps taken for the teaching of Periods missed during Absence or leave
	Assigned Per week LSTC			
Even Sem (Major & Gen) 2 nd , 4 th , 6 th Jan to June/23	L = 18 T = 2 C = 2 S = 1	Class Allotted	Class Taken	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of DSTA CEC etc.
		L = 234 T = 28 C = 28 S = 14	226 26 28 14	
Odd Sem (Major & Gen) 1 st , 3 rd , 5 th August to Dec/23.	L = 27 T = 2 C = 2 S = 1	L = 378 T = 24 C = 24 S = 12	351 21 24 12	
	Total	742	702	

* (To be filled at the end of every academic year)

* L = Lecture, T= Tutorial, C=Contact Hour, S=Seminar

% of classes taken in the year = $702 \times 100 + 742 = 94.61\%$

Total allotted working hours per week in the year = $742 \times 1 = 742 + 26 = 28,54$ hrs.

Total working hours per week in the year = $702 \times 1 = 702 + 26 = 27$ hrs.

Odd Sem. total working days: $84 = 14$ weeks

Even Sem. total working days: $72 = 12$ weeks

Total working days = $156 = 26$ weeks

Total working weeks (odd & even) =

(b) Regular and Punctuality : Regular and Punctuality.
(c) Details of Course : Teaching plan, Synopsis and
Reading

Lists supplied to the students:
Copies enclosed.

d) details of Participation in the following:

(i) University Education : NIL

(ii) Internal Evaluation : Yes, Internal Evaluation is done by Unit
Test and Seasonal Exam. Internal Examiner for TDC
Examinations.

(iii) Assessment of Home assignment : Home assignment is assessed.

(v) Conduct of Examinations : Conducted Internal Examinations,
External Examiner, Scripts
evaluation and scrutinizer etc.

(vi) Evaluation of Dissertations etc. : Nil

C. Details of Innovations /contribution in teaching, during the year.

(a) Design of Curriculum : Nil

(b) Teaching Methods : Questioning Answer method group
discussion.

(c) Laboratory Experiments : NIL

(d) Evaluation Methods : Written Test and oral test.

(e) Preparation of resource material including books, reading materials,
Laboratory manual etc. : Collected materials from Books,
Journal and Internet.

(f) Remedial Teaching/Student Counseling (Academic)
: Remedial Classes, Group Discussion.

(g) Any Other : Nil

D. Improvement of Professional Competence :

(a) Details Regarding Refresher Course/Orientation attended, Participation in
summer school, workshops, seminars, Synopsis etc. including open
University Course/M. Phil, Ph. D. :

E. Research Contribution:

(a) Number of students (M. Phil/Ph. D.):

At the beginning of the year	Registered during the Year	Completed during the year
M-Phil	--	--
Ph. D.	--	--

(b) Number of Research paper published : Nil

(c) Research Projects : Nil

Title of the Project	Name of the finding agency	Duration
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(d) Details of FDP, Conference, and Synopsis organized : Attended one week FDP, Uttar Kampith Mahavidyalaya, Jagara, Assam, on 21st Nov/22 27th Nov/22

(e) Seminar : Attended Seminar on 30th May/23, organized by IQAC & Research Cell, RGM College In Collaboration with Jubayer Masud Educational & Charitable Trust, Sontoshpur, Bongaigaon.

(f) Workshop: One day state level workshop, Implementation of NEP/2020 Organized by TFCF, NEP/2020 & IQAC RGM College ON 23rd May/23

F. Extension Works / Community Service:

(a) Please give a short account of your Contribution to:

(i) Community works such as value of National integration, Secularism, democracy, Socialism, humanism, Peace, Scientific temper flood or draught relief, small family norm etc. : Nil

(ii) Position held/leadership role played in organizations linked with Extension : Nil

G. Participation in the corporate life: Please give a short account of your contribution to:

(a) College/University/Institution: Seminars Inter departmental Discussion, Group.

Discussion, Participation in election duties, College election duties and participation in various awareness programme organized by the college.

(b) Co-curricular activities: Engaged in several Co-curricular activities organized by the college authority.

(c) Student Welfare and Discipline: provide Financial help to the Poor Students Personally and through the college poor fund.

(d) Membership / Participation in the Bodies/ Committees: Works in various Cells and Committee, R.G.M. College, Lengtisinga

(e) professional organization of Teacher : Nil

H. Assessment:

a) Steps taken by you for evaluation of the Course Programme taught:

(i) Feedback of students

(ii) Periodical test.

I. General Data.

State brief assessment of your Performance indicating:

a) Achievement : 100% passed.

b) Difficulties faced : Lack of Books, Lack of books and Internet facilities.

c) Suggestion for improvements : Needed Departmental Library, e-Library and Internet facilities.


Signature of Teacher

I. Verification of factual data:

(a) General Information

(b) Teaching


(c) Details of Innovations / Contribution in teaching during the year:

(d) Improvements of professional competence:

(e) Research Contributions:

(f) Extension Work/Community Service.

(g) Participation in Corporate life.


Signature of the Person Authorized
Academic in-charge
RGM College, Lengtisinga

* By a Person to be nominated by principal/Vice-chancellor

Self Appraisal Report

Session : 2022-2023

ABUL KALAM AZAD

Department of English



**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-08-2022to 31-6-2023

Manual for Self-Study

**Affiliated/Constituent College
Format-2**

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

- (a) Name : Abul Kalam Azad
 (b) Date of Birth : 29-04-1969
 (c) Address (Residential) : Vill. Mainyapara
 P. ONararvita- Dist.- Bongaigaon
 PIN-783384 (Assam)
 Mobile No.-8638756532
 Email -azadrgmc1969@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : English
 (f) Area of Specialization : American Literature
 (g) Date of Appointment : (i) Initial: In the institution 21-02-1997
 (ii) In the present post: 20-05-2015 w.e.f. 01-01-2013
 (h) Honours Conferred : Nil

B. Teaching : Session 01/08/2022 to 31/08/2023

(a) Classes Taught :

Class	Periods	Teaching mode (L, T, C, S)		Steps taken for the teaching of Periods missed during Absence or leave or business, etc.
TDC CLASS	Assigned Per week LT/P			
Odd Sem (Major & Gen) 1 st , 3 rd , 5 th August to Dec/13	L = 22 T = 1 C = 1 S = 1	Class Allotted	Class Taken	Measures
		L = 242 T = 11 C = 11 S = 11	239 11 11 10	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
Total =	25	275	271	
Even Sem (Major & Gen) 2 nd , 4 th , 6 th Jan to June/13	L = 22 T = 1 C = 1 S = 1	L = 286 T = 13 C = 13 S = 13	281 13 13 12	
Total =	25	325	319	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

% of classes taken in the year 2022= $590 \times 100/600 = 98.26 \%$,

Total allotted working hours per week in the year 2022= $600 \times 45/60 = 450/24 = 18.75$ hrs

Total working hours per week in the year 2022= $590 \times 45/60 = 442.5/24 = 18.44$ hrs

Odd Sem.total working days:68=11weeks

Even Sem.total working days: 81=13 weeks

Total working weeks (odd & even)=24weeks

Teaching Learning Activities	
b) Whether Regular and Punctual?	Yes, Regular and Punctual
(c) Details of Course	Teaching plan, Reading lists , Class notes and materials have been supplied to the students.
d) details of Participation in the following:	
(i) University Education	NIL
(ii) Internal Evaluation	Yes, Internal Evaluation is done by Unit Test and Sessional Exam. Internal Examiner for TDC Examinations.
(iii) Assessment of Home assignment	Home assignment provided and assessed timely.
(iv) Conduct of Examinations	Conducted Internal Examinations, Practical Examinations, performed duty as External Examiner, scripts evaluation and scrutinizer, set question paper for internal examinations, etc.

E. Details of Innovations /contribution in teaching, during the year.

(a) Design of Curriculum	Nil
(b) Teaching Methods	Lecture, Question Answer method, Group discussion, Seminar, Skill Test, Uploaded course content and Audio-Visual aids are provided to the students.
(c) Laboratory Experiments	Nil
(d) Evaluation Methods	Written, Oral test and Practical Test.
(e) Preparation of resource material including books, reading materials, Laboratory manual, etc.	Collected materials from Books, Journal and Internet and provided the students of some selective items.
(f) Remedial Teaching/Student Counseling (Academic)	Tutorial Classes, Group Discussion
(g) Any Other	Contacted Students for academic purposes.

F. Improvement of Professional Competence:

i) Annual College Magazine "Pratidhyani"	Engage Regularly.
ii) College Wall Magazine "Chayan"	Engage Regularly.
iii) Departmental Wall Magazine "Reflection"	Publishing Regularly.

G. Research Contribution:**(a) Number of students (M. Phil/Ph. D):**

At the beginning of the year	Registered during the Year	Completed during the year
Nil	Nil	Nil

(H) Number of Research paper published:

Article on Literary Techniques cum Dramatic styles of Arthur miller	Journal of Education, Rabindra Bharti University.
Article on Impact of Covid-19 on various sectors of Indian Economic	-----
Article on The Theme of Betrayal and Corruption: Joseph Conrads and out caste of the Island	Integrated Research Journal of Management, Science and Innovation An Internationally Indexed peer Reviewed & Refereed Journal

(I) Professional Achievements:

Short Term Course in Research Methodology in Social Sciences	Organised by Aligarh Muslim University, Aligarh, From 24 th August 2022 to 30 th August 2022
National Level Faculty Development Program. on Research, Academic Writing, Publication & Ethics	Organised by IQAC, Research and Development Cell, Samaguri College in collaboration with IQAC ASB college, Udali, Lonka, Hojai

(J) Research Projects: Nil

Title of the Project	Name of the finding agency	Duration
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(K) Details of Seminar, Workshop, etc.:

i) Topic of the one Day National Seminar	Title of the Paper	Organised by	Date
People of Riverine Area of Assam: Problems and Solutions.	"River Erosion and its Socio-Economic impact in Bongaigaon District with special reference to Srijangram Development Block"	Organised by RGM College, Lengtisinga in collaboration with JMECT, Sontoshpur on 30-05-2023.	30-05-2023
Markham Popular Lecture Series National Webinar	"Relevance of the concept of Universal Religion according to R.N. Tagore and Swami Vivekananda"	Organised by the Department of Philosophy and Political Science, Hazaribag, Bihar	30-06-2022
ii) One Day State Level Workshop	Topic of the Workshop	Organised by	Date
One Day State Level Workshop	"Research Methodology of Social Science"	Society for Better Tomorrow, Howly-Barpeta in Collaboration with Janapriya College, Baniarapara, Barpeta, Assam.	13-11-2022
One Day State Level Workshop	Implementation of National Education Policy-2020	Organised by Task Force Committee for NEP-2020 & IQAC, Rajiv Gandhi Memorial College, Lengtisinga	23-05-2023
(iii) Patents taken, if any, give a brief description.	Nil		

L. Extension Works / Community Service:

(a) Please give a short account of your Contribution to	
(i) Community works such as value of National integration, Secularism, Democracy, Socialism, humanism, Peace, Scientific temper, Flood or draught Relief, small family norm, etc.	Participated in the National Integration Day programme in the college, and organized Procession of Staff and Students of the College.

M. Participation in the corporate life: Please give a short account of your contribution to:

Abul Kalam Azad
Signature of Teacher

1. **Verification of factual data:**

- (a) General Information
- (b) Teaching Session 2022-2023
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Publication of Books:
- (f) Research Contributions:
- (g) Extension Work/Community Service.
- (h) Participation in Corporate life.


Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor

Academic In-charge
RGM College, Lengtisinga

Self Appraisal Report

Annual Performance Appraisal Report (APAR)

Session: 2022-23

Safique uz zaman

Department of Mathematics



**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-07-2022 to 30-06-2023

Manual for Self-Study

Annual Performance Appraisal Report (APAR)

1. General Information.

- (a) Name : SAFIQUE UZ ZAMAN
 (b) Date of Birth : 29 JAN 1972
 (c) Address (Residential) : Town – ChaparW/No. 4 (kazipara pt 1)
 P.O.- Chapar Dist.- Dhubri PIN-
 783371 (Assam)
 Mobile No.-
 7002717457 safique5544@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : Mathematics
 (f) Area of Specialization : Applied Mathematics
 (g) Date of Appointment : (i) In the institution : 12-12-1998
 (ii) In the Present Post : 01-01-2021
 (h) Honours Conferred : Nil

2. Educational Qualification

Educational Qualification			
Qualification	Title Course	Board/ Council/University	Year
HSLC	Matriculation Course	SEBA	1987
HSSLC	Higher Secondary Course	AHSEC	1990
B.Sc	Under Graduate Course	Gauhati University	1993
M.Sc	Post Graduate Course	Gauhati University	1997
L.L.B		Gauhati University	2008

3. Teaching: Session: 01-07-2022 to 30-06-2023

- (a) Classes Taught :

Class	Periods		
	Assigned Per week LT/P	Taught in the year / Period LT/P	Steps taken for the teaching of Periods missed during Absence or leave

Odd Sem 1 st 3 rd & 5 th Sem. Regular) from 01 August/22 to 3Dec/22	L = 15 T = 2	Class Allotted	Class Taken	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of IQAC, ACTA etc.
		L = 180 T = 24	175 18	
Even Sem Regular) from 01stJAN/23 to 30 th JUN/23	L = 16 T=1	L = 192 T = 12	186 11	
	Total	408	390	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, S=Seminar

(b) Regular and Punctuality : Attended classes maintaining regularly and punctuality as per the University guideline and daily class routine.

(c) Details of Course : Teaching plan prepared semester wise for each semester.(teaching plan prepared separately) enclosed.

(d) Departmental routine enclosed

(e) Details of Participation in the following :

- I. University Evaluation: Evaluation of answer script various semester of B.A. under Gauhati University is carried out.
- II. Internal Evaluation: Evaluation of the Internal exams of B.A, various semester examinations is done .
- III. Assessment for Home assignments: As per G.U. direction Home assignments are given to B.A. Honours and Regular Students and these are evaluated by us.

IV. Conduct of Examination (Internal): Internal examinations of the college are conducted by the faculty members

4. Teaching Method: Chalk and talk methods, smart classroom, some time projector also used Besides News paper, magazines, journals, websites etc, .are also consulted for effective teaching.

- (a) Laboratory Experiments : Holding of Psychological Laboratory Experiments.
- (b) Evaluation Methods : Written Test and oral test.
- (c) Preparation of resource material including books, reading materials, Laboratory manual etc. : Collected materials from Books, Journal and Internet.
- (d) Remedial Teaching/Student Counseling (Academic) : Tutorial, bridge course, contact hour Remedial Classes, and Group Discussion are taken

5. Preparing of resources material including books reading material:

The following books were consulted for the preparation of resource material:

1. Gilbert, William : Classical Algebra .
2. John Willy & Sons: Calculus
3. Bartle : Real Analysis
4. Galian Joseph : Abstract algebra

6. Improvement of Professional Competence :

(a) Details Regarding Refresher Course/Orientation attended, Participation in summer school, workshops, seminars, Synopsis etc. including open University Course/M. Phil, Ph. D. :

SL. No	programme	Duration	Organized by /
1	Nil	Nil	Nil

7. Research Publications & Contribution:

A. Paper published in journals

8 Articles/ chapter published in Books

Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Riverine People of Lower Assam in relevance to the ideology of Dr Md Younis	IQAC & Research Cell, Rajiv Gandhi Memorial College, Lengtisinga In collaboration with JubayerMasud Educational & Charitable Trust (JMECT), Sontoshpur, Bongaigaon on 30 May, 2023	National

Attended in seminar /workshop/conferences

Sl. No.	Title of the seminars/ workshops	Organized by	Whether international/ National/state/Regional/college or University Level
1	Implementation of National Education Policy/2020	Jointly Organised By Task Force Committee For Nep-2020 & Iqac, Rajiv Gandhi Memorial College, Lengtisinga (Nacc Accredited) In Collaboration With Mahatma Gandhi College, Chalandapara on 23 rd May 2023	State Level
2	Training programme for empanelment of securities market trainers (SMARTs)	NISM (National Institute of Securities Markets)	NATIONAL LEVEL TRAINING PROGRAMME

Extension Works / Community Service :

- Please give a short account of your Contribution to :

(i) Community works such as value of National integration, Secularism, democracy, Socialism, humanism, Peace, child marriage, small family norm, awareness of against drug addiction, literacy and women empowerment etc.

(ii) Position held/leadership role played in organizations linked with Extension : Working as a Financial Education Resource Person of SEBI , NISM , NCFE and PAGDANDI EDUSOL PVT LTD to spread financial literacy.

5. Participation in the Corporate life: Please give a short account of your contribution to :

- College/University/ Institution : Seminars Inter Departmental discussion, Group. Discussion, field study research, educational trips, case study etc.
- Co-curricular activities : Engaged in several Co-curricular activities organized by the college authority.
- Student Welfare and Discipline : Provide Financial help to the

Poor Students Personally and
through the college poor fund.
Provide books, reference books.

- Membership / Participation in the Bodies/ Committees on Education and National Development : Coordinator IQAC , Samarth Nodal of Rajiv Gandhi Memorial College, Lengtisinga.

12.. Assessment :

a) Steps taken by you for evaluation of the Course Programme taught :

- (i) Feedback of students
- (ii) Periodical test, class test, spot competition

I. General Data.

State brief assessment of your Performance indicating :

- a) Achievement : 100% passed Regular Course .
- b) Difficulties faced : Shortage of teacher, Lack of Books, Lack of reference books.

c) Suggestion for improvements :

Counselling and mentorship for increasing enrolment

Since, enrolment of students in our department is very large so more teachers required as soon as possible.

Safique ur Raman
Signature of Teacher

I. Verification of factual data :

- (a) General Information
- (b) Teaching
- (c) Details of Innovations / Contribution in teaching during the year :
- (d) Improvements of professional competence:
- (e) Research Contributions:
- (f) Extension Work/Community Service.
- (g) Participation in Corporate life.

[Signature]
Signature of the Person Authorized
Academic in-charge
RGM College, Lengtisinga

* By a Person to be nominated by principal/Vice-chancellor.

Self Appraisal Report

Session: 2022-23

DR. SADULLAH DEWAN

Dept. of English



**Rajiv Gandhi Memorial College
Lengtisinga**

Rajiv Gandhi Memorial College, Lengtisinga.**Performance Appraisal Report****Self Appraisal****1. General Information.**

- (a) Name : **Dr. Sadullah Dewan**
 (b) Date of Birth : 01 March 1973
 (c) Address (Residential) : Vill – Kokila
 P.O.- Kokila, Dist.- Bongaigaon
 PIN-783392 (Assam)
 Mobile No.- 9365380775
prof.dewan111@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : English
 (f) Area of Specialization : Teacher English
 (g) Date of Appointment : (i) In the institution : 12th Dec/1998
 (ii) In the Present Post : 01-01-2021
 (h) Honours Conferred : Nil

2. Teaching: Session: 01-08-2022 to 30-06-2023

- (a) Classes Taught :

Class	Periods			
	Assigned Per week LT/P	Taught in the year / Period LT/P		Steps taken for the teaching of Periods missed during Absence or leave
Odd Sem 1 st 3 rd & 5 th Sem. Honours & Regular) from August/22 to Dec/22	L = 18 T = 2 P = Nil	Class Allotted	Class Taken	Extra classes were taken for doing the undone classes during Bandh, Strikes, Hartal Casual leave or Medical Leaves or Remaining busy in duty assigned by the principal of the college or attending meeting or conferences of IQAC, ACTA etc.
		L = 216 T = 14 P = Nil	210 12	
Even Sem Honours & Regular) from August/22 to	L = 18 T = 2 P=Nil	L = 252 T = 28 P = Nil	240 25	

Dec/22				
	Total	510	487	

- * (To be filled at the end of every academic year)
- * L = Lecture, T = Tutorial, P = Practical S=Seminar

(b) Regular and Punctuality : Attending classes regularly and in proper time as per the college rules and class routine.

(c) Details of Course : *Teaching plan prepared semester wise for each semester. (teaching plan prepared separately)*

d) Details of Participation in the following :

- I. University Evaluation: various semester evaluation B.A of Gauhati University is carried out
- II. Internal Evaluation: Evaluation of Internal exams of B.A, semester examinations is done
- III. Assessment of Home assignments: Home assignments casually given to B.A. Major Students only and these are evaluated by us.

IV. Conduct of Examination (Internal): Internal examinations of the college are conducted by the faculty members

3. Teaching Method: *Chalk and talk methods used, some time projector also used Besides News paper, magazines, journals, websites etc, .were also consulted for effective teaching.*

- (a) Laboratory Experiments : Holding of Psychological Laboratory Experiments.
- (b) Evaluation Methods : Written Test and oral test.
- (c) Preparation of resource material including books, reading materials, Laboratory manual etc. : Collected materials from Books, Journal and Internet.
- (d) Remedial Teaching/Student Counseling (Academic) : Remedial Classes, Group Discussion.

4. Preparing of resources material including books reading material:

The following books were consulted for the preparation of resource material:

XX

5. Improvement of Professional Competence :

(a) Details Regarding Refresher Course/Orientation attended, Participation in summer school, workshops, seminars, Synopsis etc. including open University Course/M. Phil, Ph. D. :

SL. No	programme	Duration	Organized by /
1	Nil	Nil	Nil
2	Nil	Nil	Nil
3	Nil	Nil	Nil
4	Nil	Nil	Nil
5	Nil	Nil	Nil

6. Research Publications & Contribution:**A. Paper published in journals**

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether reviewed impact factor ,if any peer
1	Nil	Nil	Nil	Nil	Nil

7. Articles/ chapter published in Books

SL. NO.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	remarks
1.	Nil	Nil	Nil	Nil	Nil

2.	Nil	Nil	Nil	Nil	Nil
----	-----	-----	-----	-----	-----

8. Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Socio economic condition of Assam special reference to char chapori	IQAC & Research Cell, Rajiv Gandhi Memorial College, Lengtisinga In collaboration with JubayerMasud Educational & Charitable Trust (JMECT), Sontoshpur, Bongaigaon on 30 May, 2023	National

9. Extension Works / Community Service :

(a) Please give a short account of your Contribution to :

(i) Community works such as value of National integration, Secularism, democracy, Socialism, humanism, Peace, Scientific temper flood or draught relief, small family norm etc. : Nil

(ii) Position held/leadership role played in organizations linked with Extension

10. Participation in the Corporate life: Please give a short account of your contribution to :

(a) College/University/ Institution : Seminars Inter departmental Discussion, Group. Discussion,

(b) Co-curricular activities : Engaged in several Co-curricular activities organized by the college authority.

(c) Student Welfare and Discipline : provide Financial help to the Poor Students Personally and through the college poor fund.

(d) Membership / Participation in the Bodies/ Committees on Admission: Coordinator Grievance redressal Cell and Co- Convenor entrepreneurship of Rajiv Gandhi Memorial College, Lengtisinga.

10.. Assessment :

a) Steps taken by you for evaluation of the Course Programme taught :

(i) Feedback of students

(ii) Periodical test.

I. General Data.

State brief assessment of your Performance indicating :

a) Achievement : 100% passed .

- b) Difficulties faced : Lack of Books, Lack of Internet facilities.
c) Suggestion for improvements : Needed Departmental Library,
e- Library and Internet facilities.

Since, number of pupils in our department is very large so more teachers required.

Dr. Seshuiah Srinivasan,
Signature of Teacher

- I. Verification of factual data :
(a) General Information
(b) Teaching
(c) Details of Innovations / Contribution in teaching during the year :
(d) Improvements of professional competence:
(e) Research Contributions:
(f) Extension Work/Community Service.
(g) Participation in Corporate life.


Signature of the Person Authorized

* By a Person to be nominated by principal/Vice-chancellor Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

DR. FAZAR ALI

Department of Economic



**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-08-2022 to 30-06-2023 Manual for Self-Study

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

1. Name of the faculty member : **Dr. Fazar Ali**
2. Designation : Assistant professor, Economics
3. Educational Qualifications : M. A, Ph.D
4. Specialization : Open
5. Date of Appointment : 19/09/2009
6. Date of joining : 23/09/2009
7. Date of birth : 31/08/1975
8. E-mail : fazarali223@gmail.com
9. **Contribution of corporate life of institution:-**

Sl. No.	Description	Remarks
1	Convener of Sports Cell	
2	Rendered services as examiner, scrutinizer	
3	Served as invigilator of different examinations held in the college	
4	Rendering services as internal examiner of students assignments.	
5	Served as an invigilator in different Final examinations.	
6	Served as an invigilator for Assam TET Exam (LP&UP) at Rajiv Gandhi Memorial college Centre	
7	Member of Nirmalee SHG, Abhayapuri	
8	Served as an External Evaluator of Gunotsav program Phase I Phase II & III	
9	Served as Presiding Officer in Panchayat , Assembly and Parliamentary Election	
10	General Member of Abhayapuri Sakha Sahiya Sabha.	
11	General Member of Mutual Savings & Credit Co-Operative Society Ltd.	

❖ Teaching Learning and evaluation related activities :-

- Organises departmental seminar, group discussion, class test,
- Regularly visited Central Library, uses departmental Library.
- Performed various internal/external examination duty.
- Evaluated internal/external exam copy.
- Setting up question paper for internal exam.
- Home assignment assessed.
- Prepared semester wise teaching plan.

- Prepared separate departmental routine.
- Shared study material in online whatsapp group.
- Mentor the students.

❖ **Methods of teaching:**

- Usually used chalk and talk method in class room.
- Perform audio visual class by using projector.
- Shared consultation with the students using knowledge of Magazine Journal etc.
- Performed class test, group discussion and quiz relating to subjects.
- Remedial classes for slow learner.

B.Teaching : Session 01/08/2022 to 30/06/2023

(a) Classes Taught :

Class	Periods	Teaching mode (L, T, C, S)		
TDC CLASS	Assigned Per week LT/P			Steps were taken to recover the teaching Periods which was missed during Absence or leave or business, etc.
Odd Sem (R) 1 st , 3 rd , 5 th 1August/22 to 31Dec/22	L = 06 T = 06 P- Nil	Class Allotted L = 79 T = 06 P= NIL	Class Taken 53 04	Measures
Total =	12	85	57	Extra classes were taken to complete the syllabus which was missed during the period of Bandh, Strikes, Hartal Casual leave or Remaining busyness in duty assigned by the College or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
Even Sem (R) 2 nd , 4 th , 6 th 1 st Jan/23 to 30June/23	L = 06 T = 06 P = NIL	L = 74 T = 06 P = NIL	50 04	
	12	80	54	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, P = Practical, S=Seminar.

10. RESEARCH, PUBLICATIONS AND CONTRIBUTIONS:**A. Paper published in journals:-**

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor if any	Remark
1					-
2					-

B. Articles/ chapter published in Books:

SL. NO.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	remarks
1.					
2.					
3.					

C. Full paper in conference proceedings: Nil

D. Books Published as single author or as editor: Nil

E. Ongoing and completed Research project and consultancies: Nil

F. Completed project/ consultancies: Nil

G. Research Guidance: Nil

H. Training course, teaching – language evaluation, technology programmes, faculty development programme (not less than one week duration)

Sl. No.	programme	Duration	Organized by	Remarks
1.				
2.				
3.				

I. Papers presented and attended in conferences , seminars, workshops, symposia**J. Paper presented in seminars:-**

Sl. No.	Title of paper presented	Organized by	Whether international/ National/state/Regional/college or University Level

1.	Socio-Economic Development of Women in Char Chapori Areas in Assam, With Special reference to Bongaigaon District.	Assam Char Parishad in Association with Luitparia College, Alopai Majar Char, Barpeta. And NEF College, Ghy.	International Date- 19-11-2022
2.	Importance of Water Resources in Assam. An Analysis	IQAC & Research Cell Rajiv Gandhi Memorial College, Lengtisinga, In collaboration with Jubayer Masud Education and Charitable Trust, Sontoshpur	National Seminar. Date: 30/05/2023

A. Attended/ Participated in seminars/ workshops/ Webinars

Sl. No.	Title of the seminars/ workshops/ Webinar	Organized by	Whether international/ National/state/Regional/college or University Level
1.	Intellectual Property, Significance & the future	Department of Political Science In collaboration with IQAC, Manikpur Anchalik College	State Level Dtd.-12.11.2022
2.	Implementation of National Education Policy-2020	Task Force Committee for NEP-2020 & IQAC, Rajiv Gandhi Memorial College, Lentisinga in Collaboration with Mahatma Gandhi College, Chalandapara	State Level, Date:-23/05/2023

K. Details of participation in Extension Activities/institutional Social Responsibilities:

Sl. No.	Description
1.	Participatin in Educational Tour of Students.
2.	Cultural Programme of the College
3.	Participations of Sports various activities.
4	Work jointly in Environmental Awareness programme.

Dr. Pazar Ali
Signature of Teacher

I. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2022-23
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Research Contributions:
- (f) Paper presented in Seminar
- (g) Attended/ Participated in seminar / Workshop/ webinar
- (h) Extension Work/Community Service.
- (i) Participation in Corporation.
- (J) Assessment
- (K) General Data

Signature of the Person Authorized

By a Person to be nominated by principal/Vice-chancellor.

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

GOLAM SARROWAR

Department of Geography



**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-08-2022 to 30-06-2023

Manual for Self-Study

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

- (a) Name : GOLAM SARROWAR
(b) Date of Birth : 07-01-1973
(c) Address (Residential) : Vill: Balargudam
P.O.-Nasatra, Dist.- Bongaigaon
PIN-783384 (Assam)
Mobile No.-7002281312.
Email: sarrowargolam73@gmail.com
(d) Designation : Assistant Professor
(e) Department : Geography
(f) Date of Appointment : (is) Initial appointment – 25th Nov, 1999
(ii) Post sanctioned: Not Yet
(g) Honours conferred : Nil

B. Teaching : Session 01/08/2022 to 30/06/2023

- (a) Classes Taught :

Class	Periods	Teaching mode (L, T, C, S)		
TDC CLASS	Assigned Per week LT/P			Steps were taken to recover the teaching Periods which was missed during Absence or leave or business, etc.
Odd Sem (R) 1 st , 3 rd , 5 th 1August/22 to 31Dec/22	L = 10 T = 2 P = 3	Class Allotted	Class Taken	Measures
		L = 116 T = 24 P = 32	114 18 32	Extra classes were taken to complete the syllabus which was missed during the period of Bandh, Strikes, Hartal Casual leave or Remaining busyness in duty
Total =	15	172	164	assigned by the College or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
Even Sem (R) 2 nd , 4 th , 6 th 1 st Jan/23 to 30June/23	L = 10 T = 2 P = 3	L = 118 T = 24 P = 33	114 18 33	
	15	175	163	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S = Seminar & P = Practical

- (b) Regularity and Punctuality : Regular and Punctual
(c) Details of Course : Teaching plan prepared semester wise
for each semester.(teaching plan
prepared separately)

d) Details of Participation in the following:

- | | | |
|-------------------------------------|---|--|
| I. (i) University Evaluation | : | Various semester evaluation B.A. of Gauhati University is carried out |
| (ii) Internal Evaluation | : | Yes, Internal evaluation is done by Unit test and seasonal exam. internal examiner for TDC examinations. |
| (iii) Assessment of Home assignment | : | Home assignment is being assessed. |
| (v) Conduct of Examinations | : | Conducted Internal Examinations, External Examiner, Scripts evaluation, scrutinizer & External Evaluator of Gunutsav etc |

Preparing of resources material including books reading material:

The following books were consulted for the preparation of research material.

- 1. Economic Geography by Sharma T.C.**
- 2. Geography of India by Tirtha Ranjit**
- 3. Geography of N.E. India by Taher M,**

C. Details of Innovations /Contribution in teaching, during the year.

- | | | |
|---|---|---|
| (a) Design of Curriculum | : | Nil |
| (b) Teaching Methods | : | Lecture, Question Answer method, Group discussion, Seminar, Skill Test, Quiz competition establishments the habit of writing, chalk and talk methods used and other measures were and thought on the day etc. |
| (c) Laboratory Experiments | : | Nil |
| (d) Evaluation Methods | : | Written Test and oral test. |
| (e) | : | Preparation of resource material including books, reading materials, Laboratory manual etc. |
| | : | Collected materials from books, Journal and internet. |
| (f) Remedial Teaching/Student Counseling (Academic) | : | Tutorial Classes, Group Discussion. |
| (g) Any Other | : | Contacts Students for academic purposes. |

D. Improvement of Professional Competence

- (a) Details Regarding participation in Seminar, workshops, etc. has been provided.
Copy Enclosed.

SL. No	programme	Duration	Organized by /
Nil	Nil	Nil	Nil

E Research Publications & Contribution:

A. Paper published in journals

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor if any
Nil	Nil	Nil	Nil	Nil	Nil

(b) Number of Research paper published : --- Nil

F. Articles/ chapter published in Books

SL. N O.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	Remarks
1	"Basic" A reference Book	"Basics"Jointly Published by the department of Education & Geography on behalf of Bnit Book Builders. January, 2023 Editors: Rofiqul Islam, Golam Sorrowar	ISBN: 978-93-94334-37-3	Nil	
2	Golokiya Ushnata bridhi : Karon Provab aru shomadhan.	"Basics"Jointly Published by the department of Education & Geography on behalf of Bnit Book Builders. January, 2023.	ISBN: 978-93-94334-37-3		

Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	River bank erosion of River manah and its Impact on socio-economic status of Tapattary Dev. Block Area.	IQAC and Research Cell, RGM College, Lengtisinga in collaboration with Jubayer Masud Educational & Charitable Trust, Sontoshpur. Bongaigaon. On dated 30 th May, 2023	National
2			

G. Attended/ Participated in seminar / Workshop/ webinar

Sl. No.	Title of the workshop	Organized by	State/National/international
1	Implementation of National Education Policy/2020	Task force committee for NEP/2020 & IQAC, RGM College, Lengtisinga in collaboration with MG College, Chalantapara, on 23 rd May/2023	State Level
2.			

H. Contribution to Corporate life of Institution

1. Rendered services as examiner, scrutinizer.
2. Served as Invigilator of different examinations held in the College.
3. Rendering services as internal examiner of students Home Assignments.
4. Served as Invigilator for Assam TET exam(LP& UP) and grade-iv at RGM College Centre.
5. Served as an External Evaluator of Gunotsav Programme.
6. Member of Grievance Redressal Cell.
7. Member of Committee for Monitoring Semester System.
8. Member of Committee against Sexual Harassment.
9. Member of Cultural and Sports Committee.
10. Rendering services and engaged in students Admission in Semester System
11. Rendering Services as counting Officer of General Election of Students' Union/2023, RGM College, Lengtisinga.

I. Details of Participation in Extension Activities, Institutional and Social services:

1. Engaged in Departmental Seminars, Inter Departmental Discussion, Group Discussion.

- 2. Engaged in several co- curricular activities organized by the College Authority.
- 3. Students guidance in different Excursions and Field study programme.
- 4. Member (life time) of the Assam Shahitya Sava.
- 5. Member of the religious institutions in the locality and engaged in several social activities.

J. Assessment:

- a) Steps taken by you for evaluation of the Course Programme taught :
 - (i) Feedback of student.

K. General Data: State brief assessment of your Performance indicating:

- a) Achievement : 100% passed.
- b) **Difficulties faced:** Lack of sufficient Books, Library, internet facilities and Infrastructure of classroom, etc.
- c) **Suggestion for improvements:** Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library and Internet facilities.

Gulam Sarwar

Signature of Teacher

I. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2022-23
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Research Contributions:
- (f) Paper presented in Seminar
- (g) Attended/ Participated in seminar / Workshop/ webinar
- (h) Extension Work/Community Service.
- (i) Participation in Corporation.
- (J) Assessment
- (K) General Data

[Signature]

Signature of the Person Authorized

By a Person to be nominated by principal/Vice-chancellor.

Academic in-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

KAMAL MOSTOFA

Department of Geography



**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-08-2022 to 30-06-2023

Manual for Self-Study.

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

(a) Name : Kamal Mostofa
 (b) Date of Birth : 01-11-1974
 (c) Address (Residential) : Vill: Sikatari
 P.O.-Kushbari, Dist.- Bongaigaon
 PIN-783384 (Assam)
 Mobile No.-7002950994.
 Email: fardinafrujodder@gmail.com
 (d) Designation : Assistant Professor (Tutor)
 (e) Department : Geography
 (f) Date of Appointment : (is) Initial appointment – 25th Nov, 1999
 (ii) Post sanctioned: 14-05-2022
 (g) Honours conferred : Nil

B. Teaching : Session 01/08/2022 to 30/06/2023

(a) Classes Taught :

Class	Periods	Teaching mode (L, T, C, S)		
TDC CLASS	Assigned Per week LT/P			Steps were taken to recover the teaching Periods which was missed during Absence or leave or business, etc.
Odd Sem (R) 1 st , 3 rd , 5 th 1August/22 to 31Dec/22	L = 10 T = 2 P = 3	Class Allotted L = 116 T = 24 P = 32	Class Taken 114 18 32	Measures Extra classes were taken to complete the syllabus which was missed during the period of Bandh, Strikes, Hartal Casual leave or Remaining busyness in duty assigned by the College or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
Total =	15	172	164	
Even Sem (R) 2 nd , 4 th , 6 th 1 st Jan/23 to 30June/23	L = 10 T = 2 P = 3	L = 118 T = 24 P = 33	114 18 33	
	15	175	163	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

(b) Regularity and Punctuality : Regular and Punctual
 (c) Details of Course : Teaching plan, Reading

d) Details of Participation in the following:

- | | | |
|-------------------------------------|---|--|
| (i) University Education | : | NIL |
| (ii) Internal Evaluation | : | Yes, Internal evaluation is done by Unit test and seasonal exam. internal examiner for TDC examinations. |
| (iii) Assessment of Home assignment | : | Home assignment is being assessed. |
| (v) Conduct of Examinations | : | Conducted Internal Examinations, External Examiner, Scripts evaluation and scrutinizer etc |

Preparing of resources material including books reading material:

The following books were consulted for the preparation of research material.

1. Population Geography by Chandna R.C.
2. Manab Bhugol by Hussain Majid
3. Demographic Profile of N.E. India by Srivastava, S.C,

C. Details of Innovations /Contribution in teaching, during the year.

- | | | |
|---|---|---|
| (a) Design of Curriculum | : | Nil |
| (b) Teaching Methods | : | Lecture, Question Answer method, Group discussion, Seminar, Skill Test, Quiz competition establishments the habit of writing, chalk and talk methods used and other measures were and thought on the day etc. |
| (c) Laboratory Experiments | : | Nil |
| (d) Evaluation Methods | : | Written Test and oral test. |
| (e) | : | Preparation of resource material including books, reading materials, Laboratory manual etc. |
| | : | Collected materials from books, Journal and internet. |
| (f) Remedial Teaching/Student Counseling (Academic) | : | Tutorial Classes, Group Discussion. |
| (g) Any Other | : | Contacts Students for academic purposes. |

D. Improvement of Professional Competence

(a) Details Regarding participation in Seminar, workshops, etc. has been provided.
Copy Enclosed.

SL. No	programme	Duration	Organized by /
Nil	Nil	Nil	Nil

E Research Publications & Contribution:

A. Paper published in journals

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor if any
Nil	Nil	Nil	Nil	Nil	Nil

(b) Number of Research paper published : — Nil

F. Articles/ chapter published in Books

SL. No.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	Remarks
1	Jalobayu paribartan karon provab aru shmadhan	"Basics" Jointly Published by the department of Education & Geography on behalf of Bnit Book Builders. January, 2023.	ISBN: 978-93-94334-37-3		

Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Socio-Economic profile of Lower part of Manah River Basin.	IQAC and Research Cell, RGM College, Lengtisinga in collaboration with Jubayer	National

		Masud Educational & Charitable Trust, Sontoshpur. Bongaigaon. On dated 30 th May, 2023	
2			

G. Attended/ Participated in seminar / Workshop/ webinar

Sl. No.	Title of the workshop	Organized by	State/National/international
1	Implementation of National Education Policy/2020	Task force committee for NEP/2020 & IQAC, RGM College, Lengtisinga in collaboration with MG College, Chalandapara, on 23 rd May/2023	State Level
2.			

H. Contribution to Corporate life of Institution

1. Rendered services as examiner, scrutinizer.
2. Served as Invigilator of different examinations held in the College.
3. Rendering services as internal examiner of students Home Assignments.
4. Served as Invigilator for Assam TET exam(LP& UP) and grade-iv at RGM College Centre.
- 5, Served as an External Evaluator of Gunotsav Programme.
6. Member of Grievance Redressal Cell.
7. Member of Committee for Monitoring Semester System.
8. Member of Committee against Sexual Harassment.
9. Member of Cultural and Sports Committee.
10. Rendering services and engaged in students Admission in Semester System
11. Rendering Services as counting Officer of General Election of Students' Union/2023, RGM College, Lengtisinga,

I. Details of Participation in Extension Activities, Institutional and Social services:

1. Engaged in Departmental Seminars, Inter Departmental Discussion, Group Discussion.
2. Engaged in several co- curricular activities organized by the College Authority.

3. Students guidance in different Excursions and Field study programme.
4. Served as President of SMDC of BBT Blossom Academy, Digjani, Barpeta, Assam.
5. Member of the religious institutions in the locality and engaged in several social activities.

J. Assessment:

- a) Steps taken by you for evaluation of the Course Programme taught :
 - (i) Feedback of student.


K. General Data: State brief assessment of your Performance indicating:

- a) Achievement : 100% passed.
- b) Difficulties faced: Lack of sufficient Books, Library, internet facilities and Infrastructure of classroom, etc.
- c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library and Internet facilities.


Signature of Teacher

I. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2022-23
- (c) Details of Innovations / Contribution in teaching during the year:
- (d) Improvements of professional competence:
- (e) Research Contributions:
- (f) Paper presented in Seminar
- (g) Attended/ Participated in seminar / Workshop/ webinar
- (h) Extension Work/Community Service.
- (i) Participation in Corporation.
- (J) Assessment
- (K) General Data


Signature of the Person Authorized
By a Person to be nominated by principal/Vice-chancellor


Academic In-charge
RGM College, Lengtisinga

Self Appraisal Report

Session: 2022-23

Md. Saidul Islam

Department of History

**Rajiv Gandhi Memorial College
Lengtisinga**

Session: 01-08-2022 to 30-06-2023 Manual for Self-Study.

SELF APPRAISAL REPORT OF TEACHER

A. General Information.

(a) Name : Md. Saidul Islam
 (b) Date of Birth : 01-01-1973
 (c) Address (Residential) : Vill: Bankabhanga
 P.O.-Bankabhanga, Dist.- Barpeta
 PIN-781319 (Assam)
 Mobile No.-9365074821.
 Email:saidul707ms@gmail.com
 (d) Designation : Assistant Professor
 (e) Department : History
 (f) Area of Specialization : Medieval Indian History
 (g) Date of Appointment : (is) Initial appointment – 12th December, 1998
 (ii) Post sanctioned: 01-01-2021
 (h) Honours conferred : Nil

B.Teaching : Session 01/08/2022 to 30/06/2023

(a) Classes Taught :

Class	Periods	Teaching mode (L, T, C, S)		
TDC CLASS	Assigned Per week LT/P			Steps were taken to recover the teaching Periods which was missed during Absence or leave or business, etc.
Odd Sem (R) 1 st , 3 rd , 5 th 1August/22 to 31Dec/22	L = 10	Class Allotted	Class Taken	Measures
	T = 2	L = 105	99	Extra classes were taken to complete the syllabus which was missed during the period of Bandh, Strikes, Hartal Casual
	C = 2	T = 24	18	
	S = 1	C = 25	20	
		S = 8	6	
Total =	15	162	143	

Even Sem (R) 2 nd , 4 th , 6 th 1 st Jan/23 to 30 June/23	L = 10 T = 2 C = 3 S = 1	L = 132 T = 21 C = 36 S = 08	127 18 34 07	leave or Remaining busyness in duty assigned by the College or attending meeting or conferences, Seminars, Workshops, or any other such events, etc.
	16	197	186	

* (To be filled at the end of every academic year)

* L = Lecture, T = Tutorial, C = Contact Hour, S=Seminar.

- (b) Regularity and Punctuality : Regular and Punctual
(c) Details of Course : Teaching plan, Reading

d) Details of Participation in the following:

- (i) University Education : NIL
(ii) Internal Evaluation : Yes, Internal evaluation is done by Unit test and sessional exam. internal examiner for TDC examinations.
(iii) Assessment of Home assignment : Home assignment is being assessed.
(v) Conduct of Examinations : Conducted Internal Examinations, External Examiner, Scripts evaluation and scrutinizer etc

Preparing of resources material including books reading material:

The following books were consulted for the preparation of resource material.

1. Bharat Buranji pratham khanda by Dr. Nagendra Nath Achariya
2. Bharat Buranji by Dr. Ramani Barman
3. prachin Bharatar Itihash by Dr. Tasadduk Amanul Hussain
4. Axomor Itihas by Dr. Ramani Barman
5. Uttar pub Bharatar paryatanar Itihas Dr. Romoni Barman
6. Bharat Buranji by Praphulla Kr. Baruah.
7. Axomor Etihash by Dr. Niroth Baruah and others

C. Details of Innovations /Contribution in teaching, during the year.

- (a) Design of Curriculum : Nil
(b) Teaching Methods : Lecture, Question Answer method, Group discussion, Seminar, Skill

Test, Quiz competition establishments the habit of writing, chalk and talk methods used and other measures were and thought on the day etc.

- (c) Laboratory Experiments : Nil
- (d) Evaluation Methods : Written Test and oral test.
- (e) Preparation of resource material including books, reading materials, Laboratory manual etc. : Collected materials from books, Journal and internet.
- (f) Remedial Teaching/Student Counseling (Academic) : Tutorial Classes, Group Discussion.
- (g) Any Other : Contacts Students for academic purposes.

D. Improvement of Professional Competence :

- (a) Details Regarding participation in Seminar, workshops, etc. has been provided. Copy Enclosed.

SL. No	programme	Duration	Organized by /
Nil	Nil	Nil	Nil

E Research Publications & Contribution:

A. Paper published in journals

Sl. No	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed impact factor ,if any	Whether peer reviewed impact factor if any
Nil	Nil	Nil	Nil	Nil	Nil

(b) Number of Research paper published : ---- Nil

F. Articles/ chapter published in Books

SL. N O.	Title with page nos.	Book Title, editor & publisher	ISSN/ISBN NO	Whether peer reviewed	Remarks

Nil	Nil	Nil	Nil	Nil	Nil
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Paper presented in seminars:

Sl. No.	Title of the Seminar	Organized by	State/National/international
1	Child labour and its impact on children with special reference to riverine areas in Assam.	IQAC and Research Cell, RGM College, Lengtisinga in collaboration with Jubayer Masud Educational & Charitable Trust, Sontoshpur. Bongaigaon. On dated 30 th May, 2023	National
2			

G. Attended/ Participated in seminar / Workshop/ webinar

Sl. No.	Title of the workshop	Organized by	State/National/international
1	Implementation of National Education Policy/2020	Task force committee for NEP/2020 & IQAC, RGM College, Lengtisinga in collaboration with MG College, Chalandapara, on 23 rd May/2023	State Level
2.			

H. Contribution to Corporate life of Institution

1. Rendered services as examiner, scrutinizer.
2. Served as Invigilator of different examinations held in the College.
3. Rendering services as internal examiner of students Home Assignments.
4. Served as Invigilator for Assam TET exam(LP& UP) and grade-iv at RGM College Centre.
5. Served as an External Evaluator of Gunotsav Programme.
6. Member of Grievance Redressal Cell.
7. Member of Committee for Monitoring Semester System.
8. Member of Committee against Sexual Harassment.
9. Member of Cultural and Sports Committee.

10. Rendering services and engaged in students Admission in Semester System

11. Rendering Services as counting Officer of General Election of Students' Union/2023, RGM College, Lengtisinga.

I. Details of Participation in Extension Activities, Institutional and Social services:

1. Engaged in Departmental Seminars, Inter Departmental Discussion, Group Discussion.
2. Engaged in several co- curricular activities organized by the College Authority.
3. Students guidance in different Excursions and Field study programme.
4. Served as President of SMDC of BBT Blossom Academy, Digjani, Barpeta, Assam.
5. Member of the religious institutions in the locality and engaged in several social activities.

J. Assessment:

- a) Steps taken by you for evaluation of the Course Programme taught :
 - (i) Feedback of student

K. General Data: State brief assessment of your Performance indicating:

a) Achievement : 100% passed.

b) Difficulties faced: Lack of sufficient Books, Library, internet facilities and Infrastructure of classroom, etc.


c) Suggestion for improvements: Needs Departmental Library, Separate teacher's room, Desktop with Printer, e-Library and Internet facilities.

Md. Saidul Islam
Signature of Teacher

I. Verification of factual data:

- (a) General Information
- (b) Teaching Session 2022-23
- (c) Details of Innovations / Contribution in teaching during the year: ✓
- (d) Improvements of professional competence:
- (e) Research Contributions:
- (f) Paper presented in Seminar
- (g) Attended/ Participated in seminar / Workshop/ webinar
- (h) Extension Work/Community Service.

- (i) Participation in Corporate Life
- (J) Assessment
- (K) General Data


Signature of the Person Authorized
Academic in-charge
RGM College, Lengtisinga