

# **BIKALI COLLEGE**

**(Re-Accredited By NAAC with B Grade)**

## **PROSPECTUS & ACADEMIC CALENDAR**

**SESSION-2012-2013  
For  
Arts and Commerce**



Governing Body



Principal



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Faculty Members



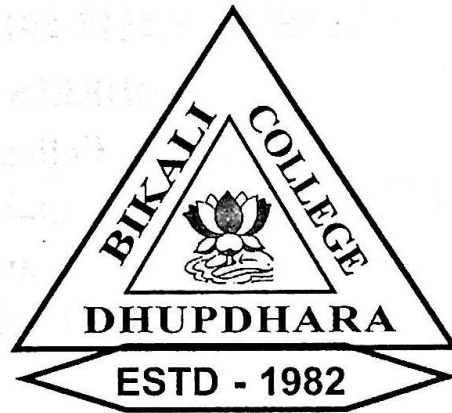
Non Teaching Staff



Bikali College Students' Union

# BIKALI COLLEGE

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**PROSPECTUS**

**&**

**ACADEMIC CALENDAR**

SESSION-2012-2013

*For*

**ARTS AND COMMERCE**

**DHUPDHARA, GOALPARA, ASSAM**

**Ph: 03663-284331**

**Website : [www.bikalicollege.org](http://www.bikalicollege.org)**

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(ACCREDITED BY NAAC WITH B GRADE)

## **PROSPECTUS & ACADEMIC CALENDAR**

**SESSION : 2012-2013**

**ADDRESS :**

Bikali College

P. O. Dhupdhara

District-Goalpara

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*Published By*

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For and on behalf of Academic Committee

Bikali College, Dhupdhara

**Price : Rs. 100.00 Only**

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# Emblem and Motto of BIKALI COLLEGE



The emblem of Bikali College contains a wealth of meaning. On it is inscribed the name of the college and its motto which is symbolized by a flowering lotus that depicts flourishing of knowledge and wisdom in a rural backward area.

# **BIKALI COLLEGE**

## **VISION, MISSION AND OBJECTIVES**

### **VISION**

To be a centre of excellence in the field of education so as to generate knowledge and wisdom in the society with high moral values.

### **MISSION**

To bring about unity and integrity in the community and to bring educational progress in a backward rural-tribal area.

## **OBJECTIVES :**

Some of the objectives are as follows :

1. To bring about educational progress in a rural, tribal and backward area in holistic approach.
2. To become an excellent educational institution in the country where there can set bases for dissemination of knowledge through the process of teaching– learning, research and extension for the welfare of the state of Assam and the country.
3. To conduct reasearch work on socio-cultural, economic, environmental, ecological and developmental aspects in local and regional levels.
4. To introduce computer application in teaching, learning process, library, academic activities and financial transactions.
5. To imbibe and strengthen community extension services for the welfare of the society.
6. To undertake faculty development programmes through participation in training programmes organised by university and other academic agencies and also to organize seminar, workshop, symposium in the institution.
7. To ensure quality development of the institution by maintaining students feed back and self appraisal processes.
8. To sustain and achieve progression in academic and research works through collaboration with the academic and research institutions.

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## **BACKGROUND OF THE COLLEGE**

Bikali College is the seat of higher learning in the easternmost border of Goalpara district. The College was established on 14th April, 1982. It is the outcome of selfless dedicated services of the rural masses of fifty two villages, which constitutes "Bikali Mouza Unnayan Samiti"- a socio-cultural Non-Governmental organization.

**Goals :** The major considerations covered by goals and objectives of this college are education, training and extension, accessibility to the community at large, creation of bases for employment and self-employment, creating awareness on environment, socio-cultural awareness, civic responsibilities and equal opportunities in all aspects.

**1.1 Nomenclature of the College :** "Bikali Mouza' or 'Dihi' is a part of historical 'Habraghat Pargana'. The College is named after the name of 'Mouza'.

**1.2 Location :** The College is located at Dhupdhara, a small market township of Bikali Mouza area. It is 0.75 Km. away from N.H.37 and Dhupdhara Railway Station.

The College is under Rangjuli Tribal Development Block, Rangjuli revenue circle and 36-Dudhnoi ST Reserved L.A.C. (constituency) in Goalpara district of Assam.

**1.3 College Campus :** The college has spacious campus. The campus extends and

sprawls out in consonance with the rural environment. Most of the buildings have been modelled and constructed keeping in view the future landscape and also to harmonise well with the rural setting in the sylvan grandeur. At present the college built-up area is more than 2.5 hectares out of 7 hectares of total land area. Of this 4.5 hectares is covered by playground, plantation schemes and agricultural garden.

**1.4 Stream :** It is an Arts and Commerce stream institution with major course in almost all the Arts subjects introduced earlier. Besides, Major courses in Accountancy, Management and Finance have also been introduced in Commerce stream. Career oriented programmes have been introduced.

**1.5 Affiliation and Deficit :** The College is affiliated to Gauhati University in the year 1988-89. The College was brought under Deficit-Grants-in-Aid System in 1992 and presently under provincialised system of Govt of Assam. The College has been registered under UGC 2(f) 12 (B) with effect from Xth plan.

**1.6 NAAC-Re-Accreditation :** The College has been Re-accredited by NAAC with B grade in 2010-11.

**IQAC :** For the process of assessment an Internal Quality Assurance Cell (IQAC) was established in the college for the internal quality improvement. The cell has its Website and Internet for academic audit and linkage with NAAC and other agencies. Moreover the website is updating in regular Interval.

**1.7 Other aids :** The "Bikali Mouza Unnayan samiti" a socio-cultural organisation is the major contributor of the college in every aspects of development. Besides, 'Tin Daliya Raiz', Dhupdhara, Rabha Hasong Autonomous Council, Integrated Tribal Development Project, Gaon Panchayats and a large numbers of individual benevolent donors have contributed for its development.

## **GOVERNING BODY**

### **Bikali College, Dhupdhara**

Bikali College, Dhupdhara, Goalpara, Assam

1. Srijut Karuna Kanta Rabha, President
2. Dr. Malina Devi Rabha, Principal & Secretary
3. Srijut Harshan Basumatary, Donor Member
4. Md. Ismail Ali, University Representative
5. Srijut Dhaneswasr Rabha, University Representative
6. Mr. Jogeswar Basumatary, Guardian Member
7. Mr. Manomahan Das, Guardian Member
8. Mrs. Suprabha Patgiri, Guardian Member
9. Md. G. H. Ali Ahmed, Teacher Representative
10. Mr. Bibhuti Kalita, Teacher Representative
11. Mr. Sunil Rabha, Non-teaching Representative

## COMPOSITION OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

Bikali College, Dhupdhara, Goalpara, Assam

1. Chairperson : Dr. Malina Devi Rabha, Principal & Secretary
2. Senior administrative officer: A.D.C., Goalpara
3. Teacher : G. Hazarat Ali Ahmed, H.o.D. Political Science  
Dr. Ananya Baruah, H.o.D. Education  
Mr. Bibhuti Kalita, H.o.D. History  
Dr. Alpana Sarkar, H.o.D., Assamese  
Mr. Abdul Haque, Ahmed, H.o.D., Economics  
Mrs. Champabati Khakhalary, H.o.D., Bodo  
Mr. Abdul Wahed, H.o.D., Mathematics
4. Members from Management : Md. Ismail Ali  
Sri Dhaneswar Rabha
5. Nominees from local Society : Sri Rajeswar Hazowary  
Sri Chakradhar Das
6. Member Co-ordinator : Dr. M. Gopal Singha, H.o.D., Geography
7. Asst. Co-ordinator : Mrs. Monalisha Roychoudhury, HoD, English

## BIKALI COLLEGE TEACHERS' UNIT

### Office Bearers :

President	:	Dr. Alpana Sarkar
Vice-President	:	Dr. M. Gopal Singha
Secretary	:	Prof. Dinabandhu Kalita
Asstt. Secretary	:	Prof. Ramen Singh Rabha
Advisor	:	Prof. G. H. ALi Ahmed Prof. Bibhuti Kalita

## BIKALI COLLEGE EMPLOYEE UNIT

1.	Mr. Birash Rabha	President
2.	Mr. Ganesh Rabha	Secretary
3.	Mr. Guljar Ali	Advisor
4.	Mr. Sunil Rabha	Advisor
5.	Mr. Pradip Kr. Das	Member
6.	Mr. Jalilor Rahman	Member
7.	Mr. Gojen Sutradhar	Member
8.	Mr. Pradip Hazowary	Member
9.	Mr. Ismatara Ahmed	Member
10.	Mr. Chandra Mohan Kalita	Member
11.	Mr. Lankeswar Boro	Member
12.	Mr. Jay Sonkar Rabha	Member

## STREAM AND FACULTIES

The College offers courses in Higher Secondary (+2) and Three Years Degree Course (Under Graduate Course) in Arts Stream and Higher Secondary (+2) in commerce stream and Three years Degree course in commerce stream.

### 2.1. Higher Secondary Arts

- A. Compulsory Subjects :**
- (1) English
  - (2) MIL Assamese/ MIL Boro/  
Alternative English.
- B. Elective Subjects :**
- (1) Advanced Assamese
  - (2) Advanced Bodo
  - (3) Economics
  - (4) Education
  - (5) Geography
  - (6) History
  - (7) Mathematics
  - (8) Political Science
  - (9) Computer Science and Application,
  - (10) Entrepreneurship Development.

*(Students may offer any four of the above subjects including one additional or fourth subject).*

However, for the convenience of students following groups of combinations have been suggested. They can choose any one group.

- Group-1 : Economics, Political Science,  
Education, Geography.
- Group-2 : Political Science, Geography,  
Education, Mathematics.
- Group-3 : Economics, Mathematics, Geography,  
Computer Applications.
- Group-4 : Education, Political Science, History,  
Advance Assamese/ Advance Bodo.
- Group-5 : History, Advance Assamese/Advance Bodo,  
Mathematics, Entrepreneurship Development.

## 2.2. T.D.C. (Arts) :

### Course Structure of B. A. First Year & Second Year Semester

#### Major Subjects : Semester I, II, III and IV

Assamese

Bodo

Economics

Education

English

History

Geography

Political Science

#### General Subjects : Semester I, II, III and IV

M.I.L. Assamese

M.I.L. Bodo

Alternative English

Elective Assamese

Elective Bodo

Economics

Education

English

Geography

Political Science

Mathematics

History

#### B.A. Third Year : (Annual System)

- A. Compulsory Subjects :
1. English
  2. MIL Assamese/ MIL Bodo/ Alternative English

#### B. Elective Subject :

General Course

1. Economics
2. Elective Assamese

- |                               |   |                       |
|-------------------------------|---|-----------------------|
|                               |   | (3) Elective Boro     |
|                               |   | (4) Education         |
|                               |   | (5) Geography         |
|                               |   | (6) History           |
|                               |   | (7) Mathematics       |
|                               |   | (8) Political Science |
| <b>C. T.D.C. Major Course</b> | : | (1) Assamese          |
|                               |   | (2) Boro              |
|                               |   | (3) Economics         |
|                               |   | (4) Education         |
|                               |   | (5) English           |
|                               |   | (6) Geography         |
|                               |   | (7) History           |
|                               |   | (8) Political Science |

### 2.3. Higher Secondary (Commerce) :

- A. Compulsory Subjects** :
- (1) English
  - (2) MIL Assamese/ MIL Bodo/ Alternative English

- B. Elective Subjects** :
- Compulsory Subjects**
  - (i) Business Studies
  - (ii) Accountancy

- Optional/ Electives** :
- (only one subject from this group) :**
  - (iii) Economics/ Salesmanship & Advertising/ Insurance/ Banking/ Economic Geography/ Entrepreneurship Development/ Computer Science and Applications (only one subjects from this group).
  - (iv) Commercial Arithmetic & Elements of Statistics/ Mathematics/ Statistics.



## COMMERCE STREAM

### 2.4. B. COM PART- 1

#### 1ST SEMESTER

##### General Papers

1. Fundamentals of Insurance / Business Mathematics  
(Business Maths Compulsory for Major)
2. Financial Accounting
3. Business Organisation & Entrepreneurship Development
4. Indian Finance System.

##### Major Papers :

- A. Cost Accounting
- B. Human Resource Management
- C. Rural & Micro Finance
- ~~D.~~ Internet & World Wide Web. (Any one of this Group)

#### 2ND SEMESTER

##### General Papers

1. Communicative & Functional English I/ Functional MIL I
2. Financial Accounting II
3. Principles of Management
4. Business Statistics

##### Major Papers :

- A. Management Accounting
- B. H. R. Planning & Development
- C. Micro Credit Institutions
- D. E-Commerce (Any one from A, B, C, D)

#### 3RD SEMESTER

##### General Papers

1. Environmental Studies
2. Communicative and Functional English- II/ Functional MIL- II
3. Corporate Accounting

4. Direct Taxes
5. Corporate Law

**Major Papers :**

- A. Advanced Corporate Accounting (Accy.)
- B. Industrial Relations & Labour Laws (Mgt.)
- C. Financial Institutions & Markets (Fin.)
- D. Essentials of E. Commerce (IT)

**4TH SEMESTER**

**General Papers**

1. Business Economics
2. Auditing and Assurance
3. Indirect Taxes
4. Financial Services

**Major Papers :**

- A. Advanced Financial Accounting (Accy.)
- B. Cost & Management Accounting (Mgt.)
- C. International Banking (Fin.)
- D. Web. Designing (IT)

**T.D.C. (COMMERCE) THIRD YEAR**

**General Papers :**

- 3.1. Information Technology in Business.
- 3.2. Business Environment.
- 3.3. Marketing Management.
- 3.4. Business Regulatory Framework.
- 3.5. Financial Management.

**Major Papers :**

Taxation & Auditing  
Adv. Financial Accounting  
Financial Market Operation & Foreign Exchange

- Three year Bachelor of Mass Communication course (B. Masscom)  
Eligibility : 10+2 or equivalent (Arts/ Commerce/ Science)  
From any discipline with 50% marks in aggregate.

## 2.5 Career Oriented Programme (COP) under U.G.C.

1. One Year Certificate Course in Mass Communication under G.U. as Add on course for Degree (Under Graduate) students who are undertaking regular courses in different subjects, both for Arts and Commerce.

Name of Course	:	One year certificate in Mass-Communication.
Eligibility	:	10+2 or equivalent from any discipline (Arts/Science/Commerce)
Fees for the Course	:	Rs. 1500 for one year (First and Second Semester)

### Course Content for Mass-Communication :

First Semester (6 Months) : Introduction to communication, journalism and Functional English/Language, etc.

Second Semester (6 Months) : Advertising, Public relations and Writing for Print Media.

### 2. Six month's certificate in computer Application :

Name of Course	:	Six months certificate course in computer Application
Eligibility	:	10+2 or equivalent from any discipline (Arts/Science/Commerce)
Fees Structure	:	Rs. 1500/- (for 6 Months)
Course Content	:	Fundamental of Computers P. C. Software, Internet and Web Page Design, Introduction to Programming, Introduction to Business Data Processing, Database Programming

### 3. Three month's certificate Course in spoken English and Personality Development :

Name of Course	:	Six months certificate course
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Eligibility	: 10+2 or equivalent from any discipline (Arts/Science/Commerce)
Fees Structure	: Rs. 300 + 100 = 400/-

### **SEMESTER COURSES : For Arts and Commerce**

The Three Years Degree (TDC) Course for Arts and Commerce will be imparted as per Gauhati University Regulation of Semester System.

**1. The Schedule for the First Semester of the Courses (Arts and Commerce) are given below :**

- (a) First Semester (Including Examination)  
From 16th July to December 31, 2012
- (b) Second Semester (Including Examination)  
From January, 1 to June 30, 2013.

**2. Evaluation Process :**

Under the Semester System, There will be processes as given below :

- (a) Internal Evaluation : 20 Marks
- (b) External Evaluation : 80 Marks

- Internal Evaluation will be based on two sessional examinations – (i) Home assignments, (ii) Seminars, (iii) Library works, etc.
- External Evaluation will be through a final examination at the end of the semester.
- In the processes of semester, the pass marks in each theory paper is 30 percent and that in each practical paper it is 40 percent
- In each paper, students must secure pass marks in both the Internal as well as External Evaluations seperately.
- A student who could not appear or failed in any semester examination will be allowed to clear the same as follows :
  - (a) First Semester with the regular third Semester examination.
  - (b) Second Semester with the regular fourth semester examination.
  - (c) Third Semester with the regular fifth Semester examination.
  - (d) Fourth Semester with the regular Sixth Semester examination.
- A student may be allowed to 'Repeat' any one of the theory papers in the first, Second, Third and Fourth Semester and may be allowed for 'betterment' of marks in one paper in the fifth Semester, provided the student secure less than

45% marks in that paper.

- No 'Repeat' or 'Betterment' shall be allowed in the practical examinations in any Semester.
- A student must pass all his Semester examination, including 'Repeat' and 'Betterment' chances within five years from the date of admission to the first semester course. A student will get a maximum of three chances to clear a particular Semester.
- Since the Semester involves continuous assessment there would be no scope for a student to appear as a private candidate in any subject.
- **Academic calendar and Schedule for semester system :**

(a) Admission : First and Third Semester before 15th June 2012

(b) i. First Semester and Third Semester classes : Starts from 16th July, 2012

ii. Sessional Examinations -I : September 2012

iii. Sessional Examination - II : November 2012

iv. Second Semester Examination : June

(c) Second Semester Classes : Starts from 2nd January, 2012

- **The processes involved in the new semester system is subject to modification as per direction of the Gauhati University.**

The Students of Semester system are asked to note the following and pursue them positively :

- ☞ 1. They must carry out at least 75 percent class attendance.
- ☞ 2. They must appear in all internal assessment tests conducted in the college time to time.
- ☞ 3. They must perform the assignments given by the concerned departments.
- ☞ 4. They must participate in group discussion presentation of Seminar, symposia etc. organised by the concerned departments and
- ☞ 5. They must maintain close contact with their departments (both General & major Courses)
- ☞ Failing to pursue the above; students will not be allowed to appear in the respective Semester Examination.

Principal  
Bikali College  
Dhupdhara

Semester Monitoring Committee  
Bikali College  
Dhupdhara