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(Re-Accredited
By NAAC with
B Grade)

DHUPDHARA



PROSPECTUS

&



ACADEMIC CALENDAR



SESSION- 2013-14
For
Arts And Commerce



Governing Body



Principal



Principal with Non Teaching Staff



Faculty Members



Bikali College Students' Union

BIKALI COLLEGE

(RE-ACCREDITED BY NAAC WITH B GRADE)



PROSPECTUS

&

ACADEMIC CALENDAR

SESSION-2013-2014

For

ARTS AND COMMERCE



DHUPDHARA, GOALPARA, ASSAM

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BIKALI COLLEGE
(ACCREDITED BY NAAC WITH B GRADE)
PROSPECTUS & ACADEMIC CALENDAR

SESSION : 2013-2014

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For and on behalf of Academic Committee
Bikali College, Dhupdhara

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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 a 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 updated at 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. | Srijut Dhaneswasr Rabha | University Representative |
| 5. | Srijut Jogeswar Basumatary | Guardian Member |
| 6. | Srijut Manomahan Das | Guardian Member |
| 7. | Smt. Suprabha Patgiri | Guardian Member |
| 8. | Dr. G. H. Ali Ahmed | Teacher Representative |
| 9. | Dr. Bibhuti Kalita | Teacher Representative |
| 10. | Srijut 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 : Dr. G. Hazarat Ali Ahmed, H.o.D. Political Science
Dr. Ananya Baruah, H.o.D. Education
Dr. Bibhuti Kalita, H.o.D. History
Dr. Alpana Sarkar, H.o.D., Assamese
Dr. Abdul Haque, Ahmed, H.o.D., Economics
Mr. Ramesh Ch.Das, Associate Prof.
Deptt. of Economics
Mrs. Abala Bhuya, Asstt. Prof. Deptt. of Assamese
Mrs. Bonti Bordoloi, Asstt. Prof. Deptt. of Geography
Mrs. Champabati Khakhalary, H.o.D., Bodo
Mr. Abdul Wahed, H.o.D., Mathematics
4. Members from Management : Sri Dhaneswar Rabha
Sri Jognaranyan Pathak
5. Nominees from local Society : Sri Rajeswar Hazowary
Sri Chakradhar Das
Tajmahal Hussain
6. Joint Co-ordinator : Dr. M. Gopal Singha, H.o.D., Geography
Mrs. Monalisha Roychaudhury, HoD, English
7. Asst. Co-ordinator : Mrs. Rajlakshmi Hazarika, Asstt. Prof
Deptt. of English
Mr. Dhananjay Rabha, Asstt. Prof,
Deptt. of Management

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	:	Dr. G. H. ALi Ahmed Dr. 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. Ms. Ismatara Ahmed	Member
10. Mr. Pabitra Medhi	Member
11. Mr. Chandra Mohan Kalita	Member
12. Mr. Lankeswar Boro	Member
13. 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.
3. Environmental Education (Compulsory)
- 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. B.A. (Arts) :

Course Structure of B. A. Semester system.

Major Subjects : Semester I, II, III, IV, V & VI

Assamese
Bodo
Economics
Education
English
History
Geography
Political Science

General Subjects : Semester I, II, III, IV, V & VI

M.I.L. Assamese
M.I.L. Bodo
Alternative English
Elective Assamese
Elective Bodo
Economics
Education
English (I, II Sem)
Geography
Political Science
Mathematics
History
Env. Studies

2.3. Higher Secondary (Commerce) :

- A. Compulsory Subjects :**
1. English
 2. MIL Assamese/ MIL Bodo/ Alternative English
 3. Environmental Education

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

Optional/ Elective : **(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

Structure of B.Com Syllabus (Semester)



2.4.

General Paper

Core Papers

Specialised Paper

1st Semester

101 Business Mathematics/
Fundamental of Insurance
(Business Mathematics
Compulsory fo Major)

102 Financial Accounting - I
103 Business organization &
Entrepreneurship Developemet
104 Indian Financial System

105 Cost Accounting (ACCY)
105 Human Resource Management (Mgt)
105 Rural & Micro Finance (Fin.)
105 Internet & World Wide Web

2nd semester

201 Communicative & Functional
English/Functional MIL-I

202 Financial Accounting-II
203 Principles of Management

204 Business Statistics

205 Management Accounting (Accy)
205 Human Resource Planning &
Development (Mgt)
205 Micro Credit Institutions (Fin.)
205 E-Commerce

3rd Semester

301 Environmental Studies

302 Communicative & Functional

English II/Functional MIL II

303 Corporate Accounting
304 Direct Taxes
305 Corporate Law

306 Advanced Corporate
Accounting (Accy)
306 Industrial Relations &
Labour Laws (Mgt)
306 Financial Institution &
Markets (Fin)
306 Essentials of E-Commerce

4th Semester

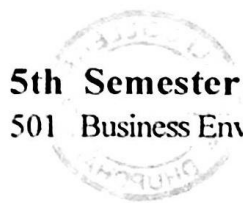
401 Business Economics

402 Auditing & Assurance

403 Indirect Taxes

404 Financial Services

405 Advanced Financial Accounting
(Accy)
405 Cost & Management
Accounting (Mgt.)
405 International Banking (FI)
405 Web-Designing



5th Semester

501 Business Environment	502 Marketing Management	505 Financial Statement Analysis (Accy)
	503 Financial Management	505 Customer Relations & Retail Trade Management (Mgt)
	504 Regulatory Framework of Business-I	505 International Trade (Fin)
		505 Practical
		[1 Credit= 2hours or Practical]

6th Semester

601 Information Technology in Business	602 Marketing of Service	605 Project Report (on any topic of Commerce, Economic, Business, Industry of Service Sector)
	603 Modern Banking Practices	(Common for all Major Students)
	604 Regulatory Framework of Business - II	

* *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 Courses (COC) 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

Third Eye Education Centre Under Bikali College:

Name of the Courses & Duration:

Course - Startup for Beginners

Duration	:	3 months Diploma
Eligibility	:	HSLC & above, no prior knowledge of Computer required
Fee Structure	:	1200+300=1500/-

Course - DTP

Duration	:	3 months Diploma
Eligibility	:	HSLC & above, no prior knowledge of Computer required
Fee Structure	:	1200+300=1500/-

Course - TALLY

Duration	:	3 months Diploma
Eligibility	:	HSLC & above, no prior knowledge of Computer required
Fee Structure	:	1200+300=1500/-

Course - Video Editing

Duration	:	3 months Diploma
Eligibility	:	HSLC & above, no prior knowledge of Computer required
Fee Structure	:	1200+300=1500/-

Course - C Programing

Duration : 3 months Diploma
Eligibility : HSLC & above no prior knowledge of Computer required
Fee Structure : 1200+300=1500/-

Course - C++ Programing

Duration : 3 months Diploma
Eligibility : HSLC & above no prior knowledge of Computer required
Fee Structure : 1200+300=1500/-

Course - Web Page Designing

Duration : 3 months Diploma
Eligibility : HSLC & above no prior knowledge of Computer required
Fee Structure : 1200+300=1500/-

Course - Startup in Desktop Publishing

Duration : 6 months Diploma
Eligibility : HSLC & above no prior knowledge of Computer required
Fee Structure : 1500+300=1800/-

Course - Software course

Duration : 1 Year certificate course
Eligibility : HSLC & above no prior knowledge of Computer required
Fee Structure : 5000/-

Coures - Diploma in Computer Hardware & Networking

Duration : 6 month & 1 year diploma
Eligibility : HSLC & above no prior knowledge of Computer required
Fee Structure : 3000/-, 6000/-

Course - PGDCA

Duration : One year (Two Semester)
Eligibility : Graduate
Fee Structure : 8000/-

3. Three month's Certificate Course in Spoken English and Personality Development :

Name of Course : Six months certificate course

Eligibility : 10+2 or equivalent from any discipline
(Arts/Science/Commerce)

Fees Structure : Rs. 300 + 100 = 400/-

SEMESTER SYSTEM : 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 Semester system (Arts and Commerce) are given below :

(a) 1st, 3rd & 5th Semester, (Including Examination)

From 1st August to December 31, 2013

(b) 2nd, 4th & 6th Semester (Including Examination)

From January, 1 to June 30, 2014.

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.