The

ANNUAL QUALITY ASSURANCE REPORT

(AQAR)

of the IQAC

of

Salesian College, Sonada

2007-08

Sonada P. O. 734219 Darjeeling Dt., W. Bengal Ph. (0354) 2222 – 138/157/159 Fax (0354) 2222 - 147

Email: Principal@salesiancollege.net

website: www.salesiancollege.net

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SALESIAN COLLEGE, SONADA

Members of the IQAC:	Signature
. Fr. (Dr.) Tomy Augustine(Member, Rector)	toml
[H. 2011] [[H. 10] [H. 10]	Ravein
. Fr. Babu Joseph (Member, HOD, History)	Bahn griegh
. Mr. Terence Mukhia (Member, Dept of Philosophy)	Dome.
Fr Bikash Mondal (Dean of studies, Co-ordinator)	Bnowlal

Dr. George Thadathil
Chairperson

THE PRINCIPAL
BALESIAN COLLEGE,
SONADA (DARJEELING)

- To provide life-oriented and value-based education for nurturing a culture of solidarity guided by the religious and educational philosophy of St. John Bosco.
- To mould intellectually competent, morally upright, socially committed and spiritually inspired persons capable of building a more human social order within the context of the nation's religious pluralism and cultural diversity.
- To pursue its original objective of the formation of religious students and to provide quality education also to those who are socially, economically, culturally and educationally disadvantaged.
- To strive for genuine excellence whereby each one assimilates the motto 'flamma ardens et lucens' to become 'a flame that enlightens and enlivens'.

Part A

The Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

- A. On the basis of the assessment report and the experience gained over the years in attempting to implement its suggestions the year 2007-2008 began with the following orientation as to guide the life of the institution:
- 1. It was felt that utmost priority had to be given towards 'enhancing the quality of the teaching faculty' as to ensure their self fulfilment as well as commitment on which alone the future of the institution could be built. To achieve this goal it was suggested that besides the facilities already provided a staff endowment fund to be initiated as to provide timely assistance to individual staff members for their medical and educational expenses of their dependents.
- 2. It was observed that the efforts at 'innovating the teaching learning' received impetus from the setting up of the Language lab as it elicited increased involvement of the students. However, the need was felt for stress on the co-curricular activities and in providing an attractive campus with meaningful and monitored group activities. To achieve this goal it was suggested that a Campus Coordinator be appointed specifically to look into student welfare and their co-curricular activities. An office space for the coordinator too was envisaged on the floor where lecture halls are located by shifting the present equipment room.

- 3. It was envisaged that while the B.Ph programme engaged the residential students the Career Oriented Programmes (NBU), benefited the day students in planning their respective future careers the social commitment of the institution to the locality in providing access to the disadvantaged could truly be catered to only through the distance mode of education being made available through the IGNOU study centre. To achieve this goal of meaningful 'participation in the life of the locality' it was decided to set up an IGNOU Coordinators office in the Basement Floor along with class rooms catering to the distance learners.
- **B.** An assessment of the year 2007-08 reveals that:
- 1. Though we have had a number of able teachers coming to us and eager to serve the institution, either their own future prospects for further study or family related compulsions have drawn them away not least being also the monetary considerations. Therefore, it has been proposed that being 12 (B) and 2 (f) college liable to receive government pay packet scheme, not availed of for reasons of 'restricted minority status,' should be reopened.
- 2. The student interest and enthusiasm in teaching learning has been sustained to a great extent and the personal follow up the Campus Coordinator could provide added to the spirited life in the campus appreciably observed by the students and visiting dignitaries. The student council and the clubs were better animated through the active role played by the staff in animating the co-curricular activities of the students through their clubs.
- 3. While the over all assessment is that of a mutual appreciation whereby both the day students and the religious students benefit from each others presence in the campus, the further development of the college campus identity calls for greater space allocation for the day students and the IGNOU students distinct from that of the residential space of the religious students and staff. This calls for the construction of an alternate college campus.

Part B

1. Activities reflecting the goals and objectives of the institution:

- O The Governing Body meetings (2/3 times a year) IQAC meetings (twice a year) College Staff meetings (once a month) and regular local council and religious staff meetings are the mainstay by which the College seeks to fulfil its goals and objectives as specified in the college calendar and annual plan.
- O A Campus Coordinator was appointed in the person of Fr KV James sdb M.A. M.Ed. M.Phil to encourage greater participation by the students in the co-curricular activities. Besides, this year each course was given a staff counsellor: first year, Miss Jumit, second year, Miss Ranju and third year, Mr Sonam.
- o The IGNOU study centre got a new coordinator in the person of Fr Babu Joseph sdb, M.A. to monitor the special service the college does to reach out to the disadvantaged in the neighbourhood of the college.
- Hosting and Organizing Seminars and workshops are a means by which the status of the institution as a higher education centre is gradually coming to be acknowledged in the locality, the university and the region.
- O The Celebration of the Cultural Day, an annual event is an occasion to recognize, acknowledge and honour the various tribal groups represented in the student body hailing from different states of India. It is held on 13 July the Bhanu Jayanti Day, a literary figure in Nepali language.
- Parents' meeting with the staff of the college is an annual event that enlists the cooperation and support of parents for the policies and new decisions regarding college development. A change in the timing of the meeting has been proposed to ensure better participation from parents.
- Spiritual Retreat for the Christian and Religious students is an annual feature and this year it
 was conducted at the Matridham Ashram, Banaras in the month of February 2008 for the
 first year students. They were accompanied by staff members.
- Publication of the College Magazine SCSPEAKS (May 2008) and the youth magazine YUVA DARPAN were means by which the creative talents of students were encouraged and given a public platform for expression
- O The doctoral research of the Rector, Dr Tomy Augustine entitled "Yoga Tantra: Theory and Praxis in the light of Hevajra Tantra. A Metaphysical Perspective" and Fr George Thadathil, Principal, entitled "Vision from the Margin: A Study of Sri Narayana Guru Movement in the Literature of Nitya Chaitanya Yati" were released on 24 November 2007.

The Capacity enhancement of Staff members:

- Mr Prakash Rai of Computer Department participated at the in service training in Library software management and maintenance at Don Bosco Computer Training Centre, Yellagiri Hills, Tamil Nadu in January 2007.
- Mr Sonam Sherpa participated at the National Seminar at NESRC, Guwahati on " Development Induced Displacement in North East," 12-14 November 2007.
- Miss Jumit Lepcha participated at the National Seminar on "The Impact of Migration in North East" at Don Bosco College, Maram, 27-29 September 07.
- The Computer Department Encouraged the student participation at the IT Seminar organized by St Joseph's College, Darjeeling and helped them make a power point presentation on "The Impact of IT in Sonada since 2000"
- Dr Christian Gobel, visiting faculty at the College October-December 2007 delivered a guest lecture on "Ancient Philosophy and Modern Living" at the Post Graduate Department of Philosophy, North Bengal University on 28 November 2007.
- Mr Terence Mukhia, Department of Philosophy was invited to deliver lecture on "Postmodernism and Literature" at Kalimpong College in September 2007.
- Dr George Thadathil presented a position paper on 'Socio-Cultural status of Darjeeling Diocese in the Himalayan Region with special reference to the Interfaith Dialogue Commission' at the Jubilee Seminar of the Diocese of Darjeeling held at St Augustine's School, Kalimpong on 10 December 2007&
- On "Environment, Culture and Identity" at the ACPI conference on "Culture: A Philosophical Look from the Indian Perspectives" held at St Thomas Apostolic Seminary, Vadavathoor, Kottayam, 10-13 October, 2007.

2. New academic programmes initiated (UG and PG):

- The Proposal has been submitted to the University for initiating a subject combination of Economics, Education and Computer Science
- The Visit of the Team to assess its feasibility as an Arts College having Computer Skills Department and necessary infrastructure is awaited.

3. Innovations in curricular design and transaction:

- a. The Career Oriented Programmes have been inserted into the regular day's schedule as to enable the student cope with all three of the programmes offered during the year. The trimester wise scheduling of classes makes this provision viable.
- b. The Remedial classes for the weaker students have been scheduled in the beginning of the year before the honours classes proper begin.

4. Inter-disciplinary programmes started:

Three courses designed as interdisciplinary have been continued for year and one on media and another on Pastoral Management added:

O An introduction to sociology as to aid the philosophy course as well as to give a better grounding for literature and history studies.

The social analysis theory and project work is intended as application of the study of

sociology and as a preparation for the job oriented courses they pursue.

o The course on **cultural philosophy** is an inter-disciplinary course taking into account the studies students have done in philosophy, literature, history and education preparing them for writing examination at the end of the third year with greater assimilation of subject matter and critical ability.

o Media Education for Critical Assessment of Films & Print Media has been offered.

 Pastoral Management is offered as a culminating course preparing the residential students for the phase of life immediately after graduation.

5. Examination reforms implemented:

- The Introduction of the Annual Examination System has brought in a time bound teaching schedule especially in the first year, and the delayed beginning of the year due to election related postponement of examinations of the previous year have made the adjustments of classes necessary and extra classes have been introduced to make up for the lost time.
- The exams were held in each trimester and besides, each department was encouraged to do continuous evaluation and assessment of student performance.
- The practice of student learning through self study and assignments, as well as student seminars has been undertaken by the different departments.

6. Candidates qualified: NET/SLET/GATE etc.: NA

7. Initiative towards faculty development programme:

- There were regular lay staff animation, once a month, (by one or the other religious staff or visitor) and regular staff study circles, once a week, (to share their updating in the subject).
- The Visit of the Founder Body President, Rev. Fr John Berger sdb (28 august 4 September 07) was an occasion at which the staff could share their experience on the campus and make suggestions. On the penultimate day they were addressed on the "Salesian Characteristics of Higher Education."
- The occasion of the visit of Rev Dr Joachim D'Souza, the Regional Councillor, Rome on 14-15 October, he addressed the staff and students emphasizing the "Role of Educative Community" in the formation of Individual.

8. Total number of seminars/workshops conducted:

Guest Lectures and Workshops were organized on the following topics during the year:

- a) There was a Special lecture on "The Notion of Self and Identity in the Bhagavad Gita" by Rev. Fr. (Dr.) Jose Alapurackel, SDB in the college auditorium for all the Day students and lay teaching staff on Monday, 30 July 2007.
- b)) The Department of Philosophy organized a workshop on "Ancient Philosophy as a Model for Intercultural Ecumenism" delivered by Dr Christian Gobel, Lateran University, Rome on 24 November 2007.

9. Research Projects: a) Newly Implemented: b) Completed

- Research is encouraged among the staff and students. Staff by means of participation in research seminars and in being encouraged to write for the local press and journals.
- The students of the final year do an academic research by way summarizing their
 philosophical studies attempting to integrate it with the secular studies and present a
 dissertation which is evaluated as part of their B.Ph course.
- The students in the final year, especially those doing the COP have a research project to be submitted as part of their curriculum and this is monitored by the staff and presented for evaluation to the external examiners.
- Fr Bikash Mondal, Department of English is at the initial stages of pursuing research in English Literature at the University of North Bengal

10. Patents generated, if any: NIL

11. New Collaborative Research Programme:

The College in collaboration with the Dialogue and Peace Committee of the District has promoted the awareness amidst the civil society and educational institutions in preserving hominy and promoting peace in the area. This venture is being proposed as joint collaborative venture for the future given the volatile nature of the civil society in the hills.

12. Research grants received from various agencies:

Indian Council of Philosophical Research has been approached for a collaborative research project on the Mountain Communities and the proposal is under scrutiny.

13. Details of the published works of the research scholars:

- Fr James Kurikayil sdb, "Harmonious Transactions Scale" in Meston Journal of Research in Education, Chennai, Vol. 5 No.1 &
- "A Study on Leadership Preference In Relation to Peer Relations and Social Interest" in Meston journal of Research in Education, Chennai, pp. 16-21,
- George Thaathil, "The Role of Social Sciences in Promoting Science" in I. Ahmed (ed.), Science and Society, Proceedings of National Seminar, Darjeeling Government College, (2008).
- ------'National Aspirations and Regional Autonomy: A Socio-Philosophical Perspective', in *Prathibha*, *Silver Jubilee Souvenir*, Aryabhatta College of Advanced Studies, (Dissent and Dialogue, edited by Pius Vazhappilly), Thrissur, 2008, (n.p).

- Literacy and Secularism, April-June 2007 (Vol.32, No.2), 153-162.
- -----"New Age Religion: An Appraisal" in George Karuvelil (ed.), Romancing the Sacred? Bangalore, Asian Trading Corporation, 2007, pp. 331-354.
- Dr. Tomy Augustine, "Metaphysical Gleanings in Vajrayana: An Exposition of Philosophical Foundations," in Suvidya Journal of Philosophy and Religion, Vol.2. No.1 (June 2008)pp.67-83.

 Dr. Tomy Augustine, "Theory and Praxis of Tibetan Buddhism," in Recent Researches in Buddhist Studies: Festschrift in Honour of Professor A.K. Chatterjee, C.D. Sebastian, ed., (Delhi: Sri Satguru Publications, 2008) pp. 154-195.

14. Citation index of faculty members and impact factor:

15. Honours/Awards to the faculty:

- Fr George Thadathil, the principal was appointed by the university as the Chief observer for the University Examinations 2008 in the hill colleges of Darjeeling.
- He was elected the President of the Catholic Colleges Association for East-North East India (Xavier Board) for a second term.
- He is an elected Executive Committee member of AIACHE.
- He was awarded a citation by the Nepali Sahitya Sammelan, Darjeeling for the efforts the college has taken to promote Nepali Language and Literature through seminars and publications in May 2008.
- He was appointed Coordinator for IUS-India (Salesian University Institutions) EG (Education Group).

16. Internal resources generated: 2007-08

Deposit	533567.43
Fees collected	1516125.00
Donation & Contribution received	283620.00
Miscellaneous	157801.60
TOTAL	2491114.03

The Developmental works and renovation works on the building are basically met with the internal resources generated through the friends and benefactors of the institution. The Hydel Project is being funded thus and is expected to cross an expense of 20 lakhs on completion. The agency called Fratelli Dementi Cati, an Italian organization is channelising through the college for the education and family welfare of nearly 50 children from the locality.

17. Details of departments getting SAP, COSIST (ASSIST)/DST.FIST, etc. assistance / recognition:

18. Community services:

- The Outreach Youth Services under the leadership of Fr Francis Gomes has increased the spread of villages reached out to over the years to touch 30
- The inter youth centre programmes like Collaborators Meet, Cultural Exhibition, Zonal Sports Events, Youth Mass have been events of much fanfare.
- The Karate training for students both residential and lay has been another special feature of the Year.
- The clubs have planned their activities for the year and they are marked on the college calendar. The Clubs - Literary, Sports, Computer, Music, Harmony, - did various activities like organizing Music Talent show, intra and inter college tournaments, computer contests, literary wall magazines and interfaith prayer sessions.

 The Independence Day, the Bosco Jayanthi cum IGNOU Parents Day, 15 and 16 August respectively were occasions for the college community to reach out to the locality and communicate its seriousness in bringing education and over all welfare.

19. Teachers and officers newly recruited:

- a. Ms Jumit Lepcha & Anupama Tamang in History Department
- b. Ms Shika Moktan & Prakash Rai in Computer Skills Department
- c. Ms Sisodhara Syangbo in English Department
- d. Mr Sonam Sherpa in Economics Department
- e. Mr Rohin D'Souza for Tourism and Travel Programme
- f. Mr LN Pradhan, Mr Tamang and Fr Edward Singarayan SJ for Music.

20. Teaching- non-Teaching staff ratio: 2:1

21. Improvements in the Library services:

- Articles from the Journals are being computerised for reference. The teaching staff give assistance in this work in their spare time.
- Space reallocation has been done as to enable more students' access to read and work in the library.
- o Now the Library has 30995 books excluding journals, magazines, and bound volumes.

22. New Books/Journals subscribed and their value

- o New books added to the library: 1114
- o New journals subscribed: 6
- o Current subscriptions: 88
- o Money spent for Journals (2007-08): Rs. 19501/-
- o Money spent for the books (2007-08): Rs. 367286/-

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

At the end of each trimester the students make an overall evaluation of the trimester. Each honours subject teacher is evaluated at the end of the course and the feedback thus given through the questionnaire is made available to the teacher concerned for further improvement and/or necessary action.

24. Unit cost of Education:

Unit Cost excluding Salary component:

Total Expenditure		2491114.03
Salary Component		794305.50
Expenditure minus Salary Component		1696808.53
Total No. of students (2007-08)	228	
Unit of education for the year(2007-08)		7442.14

The Unit cost of education for the year 2007-08 is Rupees Seven thousand four hundred forty-two and paise fourteen only)

25. Computerisation of administration and the process of admissions and examination results, issue of certificates:

For admission purpose the prospectus is printed annually. The admission details are made known through the website as well as advertisement in local newspapers. The trimester examination results are made available on the Intranet and promotion test and selection test marks are send to the parents of the students. The student data recorded in personal files and the statistics are preserved in the office computer.

26. Increase in the infrastructural facilities:

Purchase of Computers for the offices, staff rooms and replacement of parts for up gradation of machines in the student labs have been done. The College administrative offices are in the process of being fully computerised. The IGNOU office has been furnished with Xerox machine as also photo copying facility provided to students and staff from the reception. The Library, and Departments are also computerised. A mini hydro power station is being set up to meet the electricity requirements of the college.

27. Technology Up-gradation:

- V-SAT technology of the Hughes Company has been availed to provide Internet facilities to the offices, the departments and the students. As stand by there is also USB Modem facility on campus in emergency.
- The Telephone landline system having encountered problems is presently served by Wireless Loop system and the numbers have thus been changed.

28. Computer and internet access and training to teachers and students:

- Computer and Internet is easily accessible to Teachers and students and Training is provided to both by the staff of the computer department.
- The service is also made available to external candidates who seek skill training.

29. Financial aid to students:

- O Nine deserving students have been provided the financial aid for their studies in the past year. The financial assistance was from Don Bosco Development Office, Kolkatta.
- o Annual aid of Rs. 3000/- only is given to the poor students.
- Ex service men's wards get government stipend for books.
- o Tea Garden employees' wards get assistance from Employee's Association.
- o Some students avail of the Tribal and Scheduled Caste's Welfare Department scholarships.
- AIACHE scholarship is made available to two Christian students from the SC/ST and general category respectively.

30. Activities and support from the Alumni Association

o The alumni association collaborated with the students and staff in organizing the Independence Day Programme 15 August 2007 at which nearly 17 schools and 1074 students participated. The Independence Day Celebration was thus marked as an Alumni Day and occasion for the local population to experience their identify and express their national sentiments.

31. Activities and support from the Parent-Teacher association

Annual parents and teachers' meet for year was held on 5th April 2007 and 5th April 2008. The
parents were intimated about the progress of activities in the college and special cooperation
was requested for the active participation of students in the career oriented programmes.

32. Health Services

The college infirmary caters to the emergency medical needs of staff and students. The local health centre, private clinic and Doctors are availed of in case of need.

33. Performance in Sports Activities:

- Students Participated at the Inter College sports events conducted by the University.
- Cricket and Basketball matches are organised regularly by the college.
- Sports activities are regular on the college campus with inter batch tournaments in outdoor and indoor games.

34. Incentive to Outstanding Students:

- The college gives awards to the best students in various fields: study, attendance, sports, literature, essays and debates, cultural programmes, etc.
- The Awards for the Year were given away on the occasion of the College day celebrated on Tuesday 27 November 2007.
- The History Department was selected to perform the Youth Parliament for the year and it was held on 30 November 2007.
- Three students participated at the Leadership Training Programme organized by the Xavier Board at NBCLC, Bangalore in 28 December 07 1 January 2008.

35. Student achievement and awards:

- The College Level and Inter college level Debate Competition took place on the theme "Education is Expenditure and not an Investment" organized by the college in September 2007.
- The Best Speaker and Best Team awards at the above Debate competition were students of the college.
- The College offers awards annually to the best performers in different academic and cocurricular persuasions.

36. Activities of the Guidance and Counselling unit:

- The Christian Day students had the annual retreat animated by the Student Service Team from Kolkata. The Residential Students underwent the retreat programme during puja vacations.
- One staff trained in Therapy has been assisting the students on personal problems and on making choices in life.
- The religious staff on the campus do avail their time for timely guidance to needy students.
- A Women's Cell is in the Process of being initiated as also an AICUF unit

37. Placement services provided to the students:

The Wipro Consultancy team has been coming annual to the campus to select students for placement. Over the years the selection of candidates and the performance of the candidates at work have brought them back again and this year again 8 students were selected from among the outgoing back by Wipro for placement on completion of their examinations.

O There is a career guidance unit in the college where the information regarding the availability of jobs in the neighbouring towns of North Bengal, as available from the Newspapers and agencies providing information are collected and stored. These are displayed occasionally, and interested students and those from the locality in search of jobs are guided to the respective addresses.

38. Development programmes for the non-teaching staff:

- The annual Picnic for non-teaching staff is organised every year.
- A trimonthly interactive session by the Rector of the college with the non-teaching staff ensures their cooperation and is an occasion for them to bring forward their suggestions and grievances if any.
- O Housing loans are made available to them and the college sponsors the education of their children.
- O The children of the non-teaching staff are supported in their education through the sponsorship scheme of the college.

39. Healthy practices of the Institution:

- Value based talks/sessions and prayer services batch wise
- Regular interactive sessions with students by the Rector, the Dean and the Counsellor
- Course-wise outing along with select staff members were organised at different times of the year
- Graduation Day on completion of all examinations and prior to the students leaving the
 college, as to honour the batch and give awards to exceptional performers in academic
 and co-curricular activities.
- Daily Assembly and the Good Morning Talks.
- Annual Social Awareness Programmes.

40. Linkages developed with National / International, academic/ Research bodies

- · Salesian Pontifical University, Rome
- The Chair of Christian Studies, University of Madras
- Benaras Hindu University, Varanasi
- Central Institute of Indian Languages, Mysore
- Sahitya Akademi, New Delhi
- Indira Gandhi National Open University
- Indian Council of Philosophical Research (ICPR)

41. Any other relevant information the institution wishes to add:

- The College has a Governing Body with some new members.
- The Governing Body has devised a new Personnel Policy.
- Some lecturers have been made permanent.
- The Website <u>www.salesiancollege.net</u> has been upgraded with new features of display and a FORUM for alumni and well wishers to interact.

Part C

Details of the Institutional plan for the year 2008-2009

Our experience of offering quality higher education in a rural, hilly, tribal district which is also backward on account of low enrolment has been on the one hand heartening in realising the fruit it is beginning to bear in the lives of our past students. This years top five achievers in Masters at the NBU happen to be our students. On the other hand, our concerns for the future are about sustaining quality by seeking ways to ensure its continuity and incremental growth. In order to achieve this goal for the coming year we envisage the following:

- 1. Reinforcing management is a timely action that needs to be taken in order to move forward. This will be partly achieved through the appointment of a Vice Principal for the College to see to the day to day running of the academic programmes and supervise the disciplinary and other processes. The Campus Coordinator will continue to monitor the co-curricular activities and form a team with the Dean of Studies and Vice Principal in the organization and management of special programmes and events of college.
- 2. The need for sustaining the momentum of growth we have experienced and preserving the heritage of residential campus entails the expansion of the college at an alternate campus. This entails the lobbying for the possibility of an additional campus of the college at a suitable location to be designated by the Founder Body. The Principal shall pursue this goal with the government and the University so as not to hamper the sylvan surroundings of the delicate hill ecosystem around the present campus nor the heritage tradition of the residential part of the college.
- 3. The credibility of institutions of higher education being gauged from its research output, though being an undergraduate institution, collaborating with a prime institute of research the college shall encourage by setting up a research institute to promote significant data collection and analysis to contribute to the welfare of the people of this region.
- 4. The commitment to the average student and turning him or her into the best one can be has been the mainstay of this small but significant institution of higher learning down its past 70 plus years of history. In keeping with this tradition we shall encourage through the Remedial Coaching Centre the monitoring and capability of enhancement of the weaker students among the SC/ST and minority communities.
- 5. The IQAC team has been revamped as to include new entrants even as we are moving towards the reaccreditation phase and efforts are to be put in place to achieve the target of implementing the suggestions given by the NAAC report 2004.

The infrastructural expansion so as to contain the Library building, the departments, lecture halls, office space and the reception area in a new College block alongside an audio-visual lecture hall to accommodate 150 students and an examination hall cum auditorium to seat 400 students already underway with the construction of the support walls along the railway track is to be pursued in earnest with additional workforce as to complete in under two years from now.