



## ANNUAL REPORT 2020-2021



**MEHERPUR GOVT. COLLEGE, MEHERPUR**



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Principal  
&  
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Meherpur Govt. College, Meherpur.

### Message of Principal

By being self-reliant, we must fulfill our obligation to the centenary of the birth of the Father of the Nation, Bangabandhu Sheikh Mujibur Rahman, and the Golden Jubilee of the Liberation War, a historical event and a milestone. Teachers have to flourish in order to achieve self-sufficiency by enhancing their continuing professional development (CPD). In addition, our primary task is to clear the path to the students' objective, which will turn them into human resources. Similarly, our Father of the Nation always held the highest regard for teachers, and motivated them to instill in them a sense of patriotism and encourage them to participate in nation building. He was firm and gracious in achieving his goal of independence. However, he is not only the Father of the Nation, but also a model of the best teacher who had all the ideals of teaching.

On the other hand, Knowledge, Discipline, and Progress, the motto of Meherpur Government College, aim to foster students' quality education by using the latest digital equipment for teaching and learning. The target of our Prime Minister, Sheikh Hasina, is to achieve the goal of SDG-4, which will place our country in a better position in every field of the global market and turn our country into the Golden Bengal. Thus, in commemoration of the birth centenary of the Father of the Nation, Meherpur Government College has a firm determination to be a part of the nation building which our honorable Prime Minister dreams of building.

On the auspicious occasion of the birth-centenary of the Father of the Nation and the Golden Jubilee of our liberation war, best wishes to teachers, students, guardians, employees, and last but not least, CEDP, our main facilitator in implementing technological tools for quality education.

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## INSTITUTIONAL ANNUAL REPORT

Year : 2020-2021

College Name : Meherpur Govt. College, Meherpur.

### **Introduction :**

Meherpur Govt College, Meherpur was reflected to be established as a non-government college with the pioneer roles of the elite personnel especially Nurunnabi Chowdhury, sub divisional officer at that time, and Sheikh Abdur Rahim, contemporary Municipal Chairman of Meherpur in 1961. However, the Ad-hoc committee initiated their activities at Meherpur Multilateral Model High School (Now Meherpur Govt High School) and started lesson accomplishments on July 1, 1962. Though started with a land area of about 20 acres, it accumulated more than 37 acres of surrounded land with walls mainly donated by the educationist individuals of Meherpur. It has a large green campus with different kinds of tress, a playground and an eye-catching pond. Yet, about 15 acres of total land area remains as open space. In addition, there was a residence for the principal, two dormitories for the teachers and a hostel for the boy-students though all of them are abandoned due to its poor condition. At present, the college has a computer cum examination hall, an administrative building, an Honours building (Almost damaged) and an academic building (almost damaged).

Moreover, it started running Degree course in Arts and Business Studies in 1976 and BSc course in 1977. Most importantly, the college was nationalized in 1979 when the dream of the local people came into reality for further improvement in education. Consequently, in the session of 1998-1999, the college successfully inaugurated Honours courses in Bangla, English, Economics and Political Science and all those four subjects are now with Masters Course facilities. Moreover, it has added Honours course in Management, Accounting, Islamic Studies and Culture and Philosophy.

Additionally, the college was modeled as a co-educational institution to spread the light of education for both the male and female of the sub-division. As a result, the mission of the only higher educational institution of Meherpur was to ensure the development in education sector with a view to eradicating ignorance from the society. Besides, the college launched a vision of turning the people of the area into human resource for enhancing the development of the country.

However, there are about four thousand students studying at Honours and master's levels but they do not get sufficient educational equipment and building infrastructure as they need. Therefore, the college needs a high rise building for Honours and Masters Students, an academic building for HSC students and a hostel for the boys. Notwithstanding, College Education Development programme has spread out a great hand to ensure quality education for the students and provided immense teaching and learning materials. But the institution has to fulfill some more purposes like teachers' pedagogical training, opportunities for Continuing Professional Development, post creation for sufficient teachers, Masters Courses for the rest four subjects, Honours in the subjects related to science. If the purposes are achieved, only then the students will receive quality education which will surely bear a great contribution of our country.





ADMINISTRATIV BUILDING



HONOURS BUILDING



SHAHEED MINAR



GARDEN

## Chapter -1

### Overview of the College (Institutional and Academic)

#### 2.1 Governance and Teaching Structure

There are a Principal, a Vice Principal, 08 Associate Professors, 15 Assistant Professors, 24 Lecturers and 04 Demonstrators' posts in the teaching structure of this college. There are 25 office staffs for running the office of the college smoothly. The department wise lists of the teaching staffs and office staffs are given below.

#### Department wise Teaching Staffs

Serial No.	Name of Department	Professor	Associate Professor	Assistant Professor	Lecturer	Demonstrator
1	Bangla	-	01	02	03	-
2	English	-	01	02	03	-
3	Political Science	-	01	01	02	-
4	Economics	-	01	01	02	-
5	Islamic History	-	01	01	02	-
6	Philosophy	-	01	01	02	-
7	Accounting	-	01	01	02	-
8	Management	-	01	01	02	-
9	Physics	-	-	01	01	01
10	Chemistry	-	-	01	01	01
11	Botany	-	-	01	01	01
12	Zoology	-	-	01	01	01
13	Mathematics	-	-	01	01	-
14	ICT	-	-	-	01	-
15		-	-	-	-	-
16		-	-	-	-	-
17		-	-	-	-	-
18		-	-	-	-	-
Total		-	08	15	24	04

### Other Staffs

<b>Serial No.</b>	<b>Name of the Post</b>	<b>No. of Posts</b>
1	Librarian	01
2	Assistant Librarian	01
3	Physical Trainer	01
4	Head Assistant	01
5	Accountant	-
6	Cashier	01
7	Account Assistant	01
8	Office Assistant cum Typist	02
9	Mechanic cum Electrician	01
10	Store Keeper	-
11	Skill Bearer	04
12	Book Sorter	01
13	Cash Sarkar	01
14	Office Assistant	09
15	Sweeper	01
Total		25

## 2.2 List of Departments and others Academic Programs

There are 08 departments in this college. In the academic year 2020-2021, a total no of 1029 students were admitted in Honours and Masters Levels. Besides this, 355 students were also admitted in Degree (Pass) course. Further more about 468 students are selected for the admission in the HSC level. Lists of the department wise enrolled students and the teachers teaching in the departments are given bellow:

### No. of Students Enrolled in Honors & Masters Courses

Serial No.	Department	Honors (2020-21)	Masters Final (2019-20)
1	Bangla	100	55
2	English	99	42
3	Political Science	100	49
4	Economics	149	48
5	Islamic History	100	N/A
6	Philosophy	94	N/A
7	Accounting	93	N/A
8	Management	100	N/A
	Total	835	194

### No. of Student Enrolled in Degree Courses

Serial No.	Department	No. of Student Enrolled (2020-21)
1	B. A.	154
2	B. S. S.	155
3	B.B.S	21
4	B. Sc.	25
	Total	355



### No. of Teachers in Departments

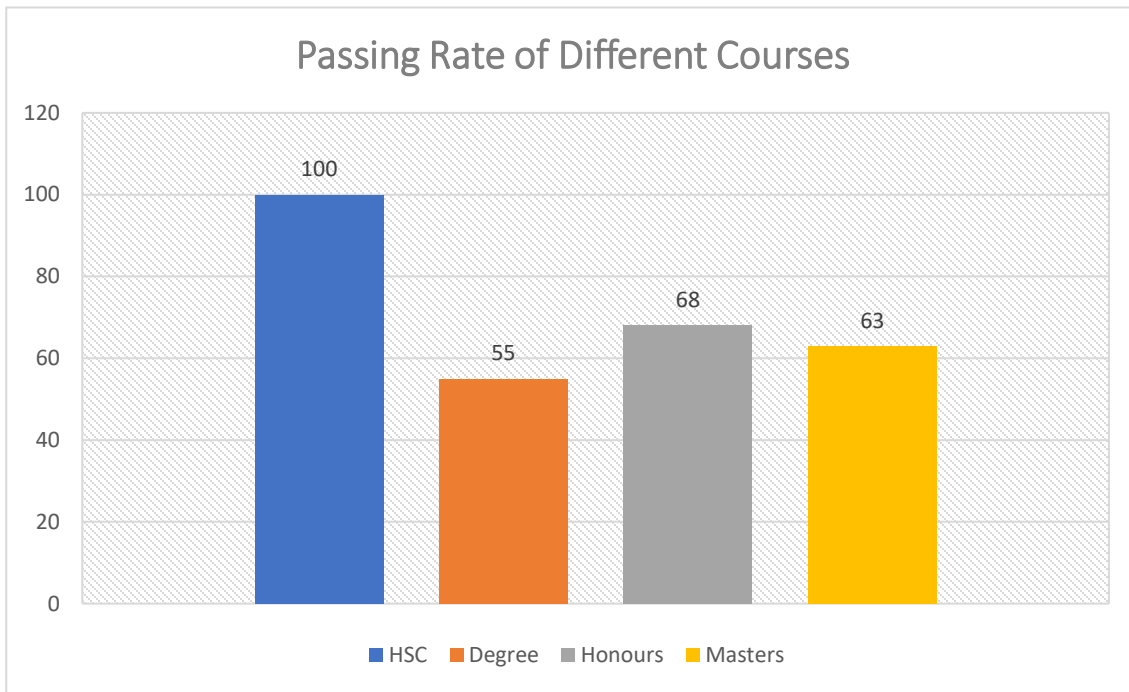
Serial No.	Department	No. of Teacher
1	Bangla	06
2	English	06
3	Political Science	04
4	Economics	04
5	Islamic History	04
6	Philosophy	04
7	Accounting	04
8	Management	04
9	Physics	02
10	Chemistry	02
11	Botany	02
12	Zoology	02
13	Mathematics	02
14	Computer Science	01

### 2.3 Key Academic Statistics

The result of this college at different levels is given below. In Degree (Pass Course) the pass rate is 55%, in Honours 68%, and in masters (Final) 63%. The overall pass rate is 62%.

The Teacher-Student Ratio is 1:140. All the students from HSC are getting stipend whereas in Honours and Master's that is zero.

SI no.	Course	Year	Pass Rate (%)
01	HSC	2020	100
02	Degree	2018	55
03	Honours	2019	68
04	Masters	2017	63



**Figure: Passing rate of different courses**

## 2.4 Infrastructure and Facility Profile of the College

There are about 5104 students studying in this college. The institution has the following Infrastructure and

### Facility Profile:

1) No. of Classrooms:	24
2) Student Dormitories: , No. of Seats:	100
3) Teachers Dormitories:	00
4) Computer Lab:	03
5) Science lab:	05
6) Auditorium:	00
7) Gymnasium:	00
8) Library:	09
a) Central:	01
b) Seminar:	08
9) Common Room:	01
10) Teachers Room:	12
a) Central:	01
b) Seminar:	11
11) Girls Common Room:	01
12) Toilet:	55

13) Internet Access Facilities: All teachers avail Internet facilities in the campus but only a limited no. of students avail the internet access facility.

14) Digital Teaching Facilities in Classrooms: 08

15) Availability of Wi-Fi/Hotspots:

a) Teacher: 02

b) Administration: 01

c) Student: 01

16) Motor Vehicle: 00

a) Microbus: 00

## Chapter -2

### Highlights of the Year

#### 3.1 Key Achievements and Highlights of the Year of the College

##### Academic:

- Examination results: 87% involvement in the online final exam with pass rate of 72%
- Term Papers: 100% students submitted the term papers
- Attendance: 42% (in Online Classes)
- Classroom Performance: Not measured due to the absence of physical classes.
- Online Classes: Due to COVID-19 epidemic condition, the online classes are running.

##### Technological Development:

Each of the eight honours departments has been equipped with laptops, desktops, printers and projectors for ensuring better education of the students. Besides, a computer lab and a language club are set up with 33 and 34 desktop computers respectively to train the students with digital technology and international communication.

##### Non-cognitive factors:

- **Training:** Students are motivated and stimulated to be trained up with modern technological skills so that they can ensure a better position in the job market.
- **Communication Skills:** The college authority has promised the students to provide them with the opportunities of speaking and listening skills in English.
- **Discipline:** The college teachers spend 3-4 minutes to persuade the students to play the seed of patriotism in their minds, follow the ethnic path of religion and maintain the rules and regulations in their ways of lives.

- **Mobile Apps:** As the COVID-19 situation deteriorates day by day, the students are advised to get introduced with different kinds of educational android apps including You tube to utilize an alternative source of acquiring knowledge.

**Entertainment:** The closure of educational institutions leads the students to frustration which causes mental and psychological problems to the students. To save the students from this issue, the teachers ask the students to participate in co-curricular activities.

### 3.2 Key Achievements and Highlights of the Year of the Departments

All the departments of the college individually arranged online Physical & Mental Health Management Seminar. Due to COVID-19 situation, all the departments continued their academic activities through virtual platform.

### 3.3 Highlights of Student Activities of the Year

#### Academic:

- **Classroom Performance:** Classroom performance is an example of student response system. It is the key of learning. It allows the students to take part actively in the process of learning. Still our students are less inquisitive, but we have been trying to encourage them.
- **Sitting for examinations:** Internal examination is to take by Google forms properly. Here the participation of the learners is almost 85-90%.

#### Extra-curricular Activities:

- Sports: Cannot be arranged due to the pandemic situation.
- Cultural Activities: Not arranged due to same cose.
- Social Activities: The teachers of these college donating themselves to support the poor people.

### 3.4 Key Achievements and Highlights of the Year of Institutional Development Grants (IDG)

Package No.	Description of Packages
G-2/2020-2021	Furniture & Fixture for Project Office
G-5/2020-2021	Fire Extinguisher, Water Pump, Lawn Mower, Electric Spray Machine, Fogger Machine, Safe Drinking Water Device etc
G-7/2020-2021	Books & Journals for Central and Seminar Libraries

02 OTM packages was initiated. Two participants are given NOA by IDG Management team successfully. One of the package is Procurement of Furniture & Fixtures for Classrooms and Labs. And another one is Procurement of Generator, AC, Fan and Electric Devices.

## Chapter- 3

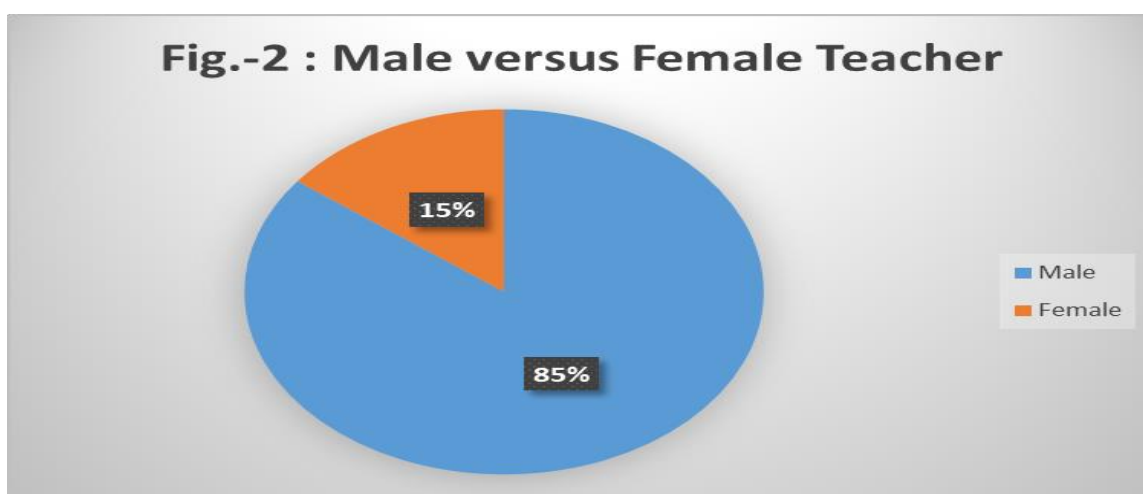
### Teacher Development

#### 4.1 Overview of Teaching Force of the College

Both Male and Female Teachers are teaching in the college. No teachers have Ph.D. Degree. In the college, there are 50 posts and at present 41 teachers are teaching. 09 posts are lying vacant. An overview of the teaching force of the college is as follows:

#### No. of Teachers by subject, Gender and Educational Qualification

Serial No.	Department	No. of Male Teachers	No. of Female Teachers	No. of Teachers	No. of PhD Holder Teachers
1	Bangla	04	02	06	-
2	English	06	00	06	-
3	Political Science	03	01	04	-
4	Economics	03	00	03	-
5	Islamic History	04	00	04	-
6	Philosophy	03	01	04	-
7	Accounting	04	00	04	-
8	Management	03	00	03	-
9	Physics	01	00	01	-
10	Chemistry	02	00	02	-
11	Botany	00	01	01	-
12	Zoology	01	01	02	-
13	Mathematics	01	00	01	-
14	ICT	00	00	00	-
	Total	35	06	41	-



**Figure-2: Female versus Male Teachers**

**No. of Post at a Glance**

<b>Name of the Post</b>	<b>Created Post</b>	<b>Posted Teachers</b>	<b>Vacant Post</b>
<b>Principal</b>	01	01	00
<b>Vice Principal</b>	01	01	00
<b>Professor</b>	00	00	00
<b>Associate Professor</b>	08	08	00
<b>Assistant Professor</b>	15	11	04
<b>Lecturer</b>	24	21	03
<b>Librarian</b>	01	00	01
<b>Total</b>	<b>50</b>	<b>42</b>	<b>08</b>

**4.2 Teacher Professional Development Programs : No training programs are yet held.**

**4.3 Highlights of Teacher Development Activities of the Year : Not Applicable**



## Chapter-4

### Budget and Finance

#### 5.1 Summary of Annual Budget and Expenditures :

Descriptions of total allocation & expenditure of the fiscal year 2020-21 are given below:

Financial Code	Salary & Allowances	Allocation	Expenditure
31	<b>Rewards of Staffs</b>		
3111101	Basic Salary of the officers	22550000.00	20934814.00
3111201	Basic Salary of the staffs	3100000.00	2984490.00
3111302	Travel Allowance	00	00
3111306	Education Allowance	270000.00	266000.00
3111310	Housing Rent Allowance	9460000.00	8786966.00
3111311	Medical Allowance	1022000.00	976161.00
3111312	Telephone Allowance	36000.00	36000.00
3111314	Tiffin Allowance	35000.00	32600.00
3111316	Washing Allowance	12000.00	12000.00
3111325	Festival Allowance	4098000.00	4056490.00
3111328	Rest and Recreation	1325000.00	1225480.00
3111335	Bangla New Year Allowance	407000.00	389614.00
3111338	Other Allowance		

32	<b>Use of Goods &amp; Services (Administrative Expenditures)</b>		
3211113	Electricity	478000.00	329297.00
3211117	Internet/Telex/Fax	60000.00	60000.00
3211119	Postal	-	
3211120	Telephone	15000	12971.00
3211127	Books and Magazines	150000.00	150000.00
3244101	Internal Travel Allowance (Travel & Transfer)	150000.00	149100.00
3255101	Computer Accessories (Printing & Stationaries)	90000.00	90000.00
3255105	Other Stationaries (Printing & Stationaries)	160000.00	160000.00
3256102	Chemicals	200000.00	200000.00
3256103	Usable Articles	110000.00	110000.00
3256106	Dress (Materials)	80000.00	80000.00
3256107	Sports Items	125000.00	125000.00
3257301	Festivals	70000.00	70000.00
3258103	Computer (Repairing and Maintenance)	85000.00	85000.00
<b>38</b>	<b>Other Expenditures</b>		
3821102	Land Development Tax	60000.00	56436.00
3821103	Urban Tax	1000000.00	1000000.00
<b>41</b>	<b>Financial Assets (Capital Expenditures)</b>		
4112306	Laboratory Equipment's	350000.00	350000.00
4112312	Education and Educational Materials	100000.00	100000.00

## 5.2 Summary of Annual Revenues :

Due to COVID-19 pandemic situation, no enrollment was possible.

**Table-1**

Year	Session	No. of Students
Honours 1 <sup>st</sup> year	2019-20	788
Honours 2 <sup>nd</sup> year	2018-19	827
Honours 3 <sup>rd</sup> year	2017-18	844
Honours 4 <sup>th</sup> year	2016-17	619
Degree 1 <sup>st</sup> year	2019-20	401
Degree 2 <sup>nd</sup> year	2018-19	144
Degree 3 <sup>rd</sup> year	2017-18	175
Total		3798

**Table-2**

Year	Session	No. of Students
Masters Final Part	2018-19	237
Total		237

**Table-3**

Class	Session	No of Student
Class-XI Admission	2020-21	468
Class-XII Admission	2019-20	601
Total		1069

**5.3 Status of Annual Audits :** No annual audit yet held.

### Chapter-5

#### Concluding Remarks

**6.1 Overall Assessment of Performance of the Last year and Key Target for the Next Year :**

##### Overall Assessment of Performance of the Last year :

1. Using technological educational tools in the classrooms successfully.
2. Implementing Google forms to take the internal examination properly.
3. Taking online classes on Facebook and Zoom platform without any issues.
4. Enhancing students attendance significantly.
5. Increasing teacher-students communication system.

### **Key Target for the Next Year :**

1. Ensuring campus network by establishing wifi connection for communication in greater space and e-learning.
2. Fostering multimedia classes.
3. Enabling communication skills and digital knowledge to boost up career opportunity for the students by using ICT lab and language lab.
4. Increasing basic computer knowledge and office management for the teachers and staffs by facilitating inhouse training.
5. Motivating the teachers and students to run classes through MOOCs (Massive Open Online Courses).

### **6.2 Key Challenges and Risks for the College**

#### **Risk Factors:**

- Changing negative attitude to positive
- Help to boost up self-respect and level of confidence
- Reducing psychological problems
- Providing academic feedback

#### **Key Challenges:**

- Overcoming the academic loss during COVID-19 period
- Enhancing classroom performance
- Setting up technology based classrooms
- Developing behavioral pattern and cultural attitude
- Increasing guardians involvement
- No student should be left behind

### **6.3 Recommendations**

Due to ongoing pandemic situation, we should increase technological facilities, such as Wi-Fi access for both of the teachers and students to foster our teaching and learning environment. In the periphery where Wi-Fi access is not easy students should be provided with mobile data facilities almost free of cost. Effective online examination system should be innovated. Teachers and officials' efficiency should be increased in technological fields by imparting training programs. They should be encouraged to be technologically skilled. Some activities should be conducted by maintaining physical distance and health issues.

## Chapter – 6

### Photo Gallery

#### 7.1 Academic and Others Activities in Photographs :



15 August



Victory Day





Mask Distribution



ICT Lab





Safe Water Plant



Boishakhi Chottor