Institutional Annual Report

Year: 2020-2021

Habibullah Bahar College

Shanti Nagar, Dhaka

Dr. Abdul Jabbar Miah
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Message

Habibullah Bahar College has been moving forward with confidence since its inception with the objective of providing quality education, despite being plagued by thousands of problems. In the 21st century, well-educated human resources are the mainstay of the world as a developed nation in the stream of knowledge and science. Educational institutions and teachers work in an undoubted way to develop this valuable human resource.

I would like to express my gratitude to the people who have been cooperating at all levels since the establishment of the college. I acknowledge the best wishes and eternal blessings of those who have been able to provide services to the organization through their efforts and blessings.

The college has an efficient, hardworking and knowledgeable governing body, experienced teachers and all facilities for modern education. The college offers honours and master's courses on 27 subjects under the National University.

Despite the covid-19 scenario, our college has executed various CEDP-sponsored programs. The CEDP college team has finished preparing the yearly project proposal for the next two years, and they are currently working on it.

We want the cooperation of all members of the society in combining ideals and objectives. We would like to make the college known as an education development friendly for all through team work with valuable suggestions and cooperation from all sections of the civil society, including constructive criticism of the overall development of this institution and implementation of future plans.

Thanks to all.

Dr. Abdul Jabbar Miah
Principal

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Chapter 1: Introduction

1.1 Establishment background of the college

Habibullah Bahar College is a higher secondary, undergraduate and postgraduate college located in Shantinagar, Dhaka. The college was founded by Anwara Bahar Chowdhury, wife of the late Habibullah Bahar, former health minister of East Pakistan.

Habibullah Bahar Chowdhury was a Bengali politician, footballer, writer and the first health minister of British India and Pakistan and the first health minister of East Pakistan. He was born in 1906 in Guthuma village of Feni to an aristocratic Muslim family. He was elected a member of the executive council of the Bengal Provincial Muslim League in 1936. In 1939 he became the vice-president of the Sirajuddaula Memorial Committee. This committee was instrumental in the removal of the Hallwell Monument. He was instrumental in the formation of the East Pakistan Renaissance Society, founded in 1943. In 1944, he became the publicity secretary of the Bengal Provincial Muslim League and a member of the Bengal Legislative Assembly.

In 1948 he became a member of the Bengal Legislative Assembly from Parshuram in Feni. He was accompanied by Mohandas Karamchand Gandhi during his visit to Noakhali during the 1947 Noakhali riots.

He played an important role in the Pakistan movement. He became the first health minister of East Pakistan after the establishment of Pakistan. During this time his mosquito eradication campaign gained notoriety. He was a member of Pakistan's delegation to the UN World Health Conference in Rome, Cairo and Geneva in 1949 and 1950. He presided over the Geneva Conference.

Shamsunnahar Mahmud was the sister of Habibullah Bahar. Anwara Bahar Chowdhury was married to Habibullah Bahar Chowdhury. Anwara Bahar Chowdhury was one of the founders of Bulbul Fine Arts Academy. In 1969, she established Habibullah Bahar College in her husband's name.

1.2 Type of the institution

Habibullah Bahar College is a famous name in Bangladesh, where it is known for playing a pivotal role in the growth of both mail and femail education in Dhaka city. At present, the college offers higher secondary (science, humanities, and business education), undergraduate (pass) courses, 23 undergraduate (honors) and 9 postgraduate courses, and a total of 4 professional honors courses, including computer science and engineering. The college is affiliated to the National University. The dedication of the capable Principal and teachers has contributed significantly to the institution's current reputation and enrichment.

The academic activities of the college are operating smoothly including Science, Business Studies and Arts at HSC level; BA, BSS, BBS, BSC Bachelor Degree (Pass) courses; Honours in Bangla, English, Economics, Social Work, Political Science, Philosophy, History, Physics, Chemistry, Bio-Chemistry & Molecular Science, Botany, Zoology, Accounting, Marketing, Management, Finance & Banking; Masters in English, Bangla, Marketing, Management, Accounting, Finance & Banking, Political Science and Social Work. As a result, the college educates more than 10,000 (ten thousand) students. With their warmest greetings, the running Principal and teachers have transformed the college into a paradise for deserving young boys and girls.

This magnificent institution is gaining clout in the family, community, country, and even the world. As a result, it is a sacred duty entrusted to everyone of us to preserve its glory.

1.3 Mission & Vision of the college

Mission

Habibullah Bahar College provides students with high-quality educational opportunities and support services that lead to degrees, transfers, certificates, career/technical education, and basic skills mastery. In a safe, accessible, and inexpensive learning environment, the institution promotes academic and career success by encouraging critical thinking, effective communication, creativity, and cultural understanding. We value equality and accountability in fulfilling the needs of our demographically diverse student community by focusing on measurable learning outcomes, ethical data-driven decisions, and student accomplishment.

Vision

Habibullah Bahar College is committed to providing great educational experiences that are responsive to our students' needs and that enable them to meet and exceed challenges as active participants in influencing the future of our planet.

1.4 Area Description

The college is established on over 1.00 acre (4,000 m2) of land, there are five multistoried buildings, one twelve-storied building, two eight-storied buildings, in addition to various other buildings in the compound. The area of open space is 0.25 acres and the area of playground is 0.25 acres.

It has a large library, a teachers' room, a guest room, a canteen, an auditorium, and a mosque. Furthermore, Rover Scout is quite active on campus, with more people participating in many literary and cultural activities than any other institution in the city. There ia one pond inside the campus with a nice flower garden. The total campus is secured by a strong and high boundary.

1.5 Purpose and structure of the Annual Report

This annual report is created with a certain goal in mind to enhance the college's quality education under College Education Development Program. This is frequently requested when a decision needs to be taken and address a specific topic or challenge of the college. It summarizes the author's findings in regard to the issue or challenge of the college and then make a recommendation for the college's plan of action. This report will satisfy the general public, academic staff, senior management, as well as the students of the college.

The structure of the annual report includes a title page, message from the principal, table of contents, overview of the college, highlights of the year, teacher development, budget and finance, and some concluding remarks.

Chapter 2: Overview of the College

(Institutional and Academic)

2.1 Governance and Teaching Structure

The Governing Body of the college consists of the following members: Chairman, Member-Secretary (The Principal of the College), three members of the teaching staff, two guardians, one founder member, one donor member and two persons interested in education. At Present there are Adhoc Committee in our College

There are a Principal, Vice Principal, Associate Professors, Assistant Professors and Lecturers posts in the teaching structure of this college. There are office staffs for running the office of the college efficiently.

Teaching Staff

Sl	Designation	Number	Remarks
1	Principal	01	
2	Associate Professor	20	
3	Assistant Professor	14	
4	Lecturer	101	
5	Lab Assistant	01	
6	Librarian	01	
5	Demonstrator	00	
	Total	138	

Office Staffs

Serial No.	Name of the Post	No. of Posts	Remark
1	Assistant Librarian	01	
2	Lab Assistant	01	
3	Head Cleark	01	
4	Accountant	01	
5	Account Assistant	04	
7	Office Assistant	10	
7	Office Assistant cum Computer Operator	04	
6	Office Shohayak	29	
8	Office Assistant cum Cleaner	06	
9	Mechanic cum Electrician	01	
10	Store Keeper	02	
11	Sweeper	03	
12	Driver	01	
12	Security Guard	04	
	Total	68	

The department wise lists of the teaching staffs and office staffs are given below

Sl. No	Name of the Department	Lecturer	Assistant Professor	Associate Professor	Professor	Total
1.	Bangla	6	1	0	×	7
2.	English	6	2	2	×	8
3.	Political Science	1	1	2	×	4
4.	Sociology	4	0	0	×	4
5.	Philosophy	4	0	1	×	5
6.	Social Work	2	1	3	×	6
7.	Economics	5	1	0	×	6
8.	Islamic History & Cultural	3	0	1	×	4
9.	History	2	0	0	×	2
10.	Home Economics	3	1	0	×	4
11.	Accounting	8	2	0	×	10
12.	Management	7	2	1	×	10
13.	Marketing	2	1	4	×	7
14.	Finance & Banking	4	2	0	×	6
15.	Physics	3	1	1	×	5
16.	Chemistry	3	0	1	×	4
17.	Bio-Chemistry	3	0	0	×	3
18.	Zoology	4	1	0	×	5
19.	Botany	3	0	0	×	3
20.	Mathematics	4	0	2	×	6
21.	Psychology	4	0	0	×	4
22.	Statistics	4	0	0	×	4
23.	Computer Science and Engineering	2	0	1	×	3
24.	Theatre and Media Studies	2	0	0	×	2
25.	Tourism & Hospitality Management	1	0	0	×	1
26.	Library & Information Science	2	0	0	×	2
27.	BBA Professional	7	0	0	×	7
	Total	98	16	19	00	133

2.2 List of Departments and others Academic Programs

There are 27 departments in this college. In the academic year 2020-21, a total no of 1890 students were admitted in Honors Level and 477 students were admitted in Masters Levels. Besides this, 107 students were also admitted in Degree (Pass) course. Furthermore about 494 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.

Sl. No.	Subjects	Honors capacity	Honors Admitted	Masters Part-I	Masters Final
1.	Bangla	85	53	×	41
2.	English	135	115	×	39
3.	Political Science	150	124	43	15
4.	Sociology	85	58	N/A	N/A
5.	Philosophy	55	35	N/A	N/A
6.	Social Work	100	72	6	29
7.	Economics	130	86	N/A	N/A
8.	Islamic History & Cultural	70	46	N/A	N/A
9.	History	45	30	N/A	N/A
10.	Home Economics	20	7	N/A	N/A
11.	Accounting	230	188	9	84
12.	Management	240	225	24	71
13.	Marketing	250	229	15	95
14.	Finance & Banking	145	116	×	48
15.	Physics	85	61	N/A	1
16.	Chemistry	85	59	N/A	N/A
17.	Bio-Chemistry	50	41	N/A	N/A
18.	Zoology	90	61	N/A	N/A
19.	Botany	50	35	N/A	N/A
20.	Mathematics	90	69	N/A	N/A
21.	Psychology	40	29	N/A	N/A
22.	Statistics	50	34	N/A	N/A
23.	Library & Information Science	45	28	N/A	N/A
24.	BBA Professional	100	35	N/A	N/A
25.	Computer Science & Engineering	100	37	N/A	N/A
26.	Tourism & Hospitality Management	100	12	N/A	N/A
27.	Theatre & Media Studies	100	2	N/A	N/A
	Total:	2720	1890	54	423

No. of Student Enrolled in Degree Courses

Serial No.	Department	No. of Student Enrolled
1	B. A.	29
2	B. S. S.	23
3	B. B. S.	40
4	B. Sc.	16
Total		**107**

No. of Student Enrolled in H.S.C. Courses

Serial No.	Department	No. of Student Enrolled
1	Business Studies	215
2	Humanities	161
3	Science	118
Total		**494**

No. of Teachers in Departments

Serial No.	Department	No. of Teachers
1.	Bangla	7
2.	English	8
3.	Political Science	4
4.	Sociology	4
5.	Philosophy	5
6.	Social Work	6
7.	Economics	6
8.	Islamic History & Cultural	4
9.	History	2
10.	Home Economics	4
11.	Accounting	10
12.	Management	10
13.	Marketing	7
14.	Finance & Banking	6
15.	Physics	5
16.	Chemistry	5
17.	Bio-Chemistry	3
18.	Zoology	5
19.	Botany	3
20.	Mathematics	6
21.	Psychology	4
22.	Statistics	4
23.	Computer Science and Engineering	3
24.	Theatre and Media Studies	2
25.	Tourism & Hospitality Management	1
26.	Library & Information Science	2
27.	BBA Professional	7
	Total	133

2.3 Key Academic Statistics

This college's results at various levels are satisfactory. In Degree (Pass Course) the pass rate is 80%, in Honors 95%, in Masters (Pre) 95% and in masters (Final) 95%. The generally pass rate is 92.5%.

The Teacher-Student Ratio is 1:75. Stipends are paid to some HSC students, but not to honors and master's students.

Pass Rate for Each Level

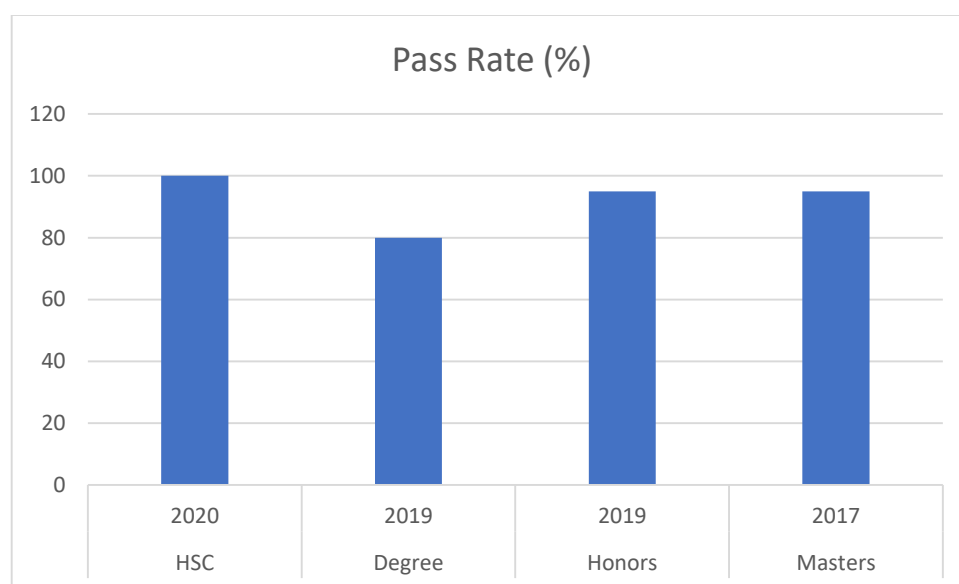| SI no.	Course	Year	Pass Rate (%)
01	HSC	2020	100
02	Degree	2019	80
03	Honors	2019	95
04	Masters	2017	95

Fig: *Pass Rate for Each Level*

2.4 Infrastructure and Facility Profile of the College

Habibullah Bahar College has around 10,000 students enrolled. The college has the following infrastructure and facility profile:

1) No. of Classrooms: 55
2) Student Dormitories: 00
3) Teachers Dormitories: 0
4) Computer Lab: 01
5) Science lab: 06
6) Auditorium: 01
7) Gymnasium: 00
8) Library: 02
9) Common Room: 02
10) Teachers Room: 01
11) Girls Common Room: 02
12) Toilet: 65
13) Internet Access Facilities: Although all teachers have access to the internet on campus, just a small percentage of students do.
14) Digital Teaching Facilities in Classrooms: 14
15) Availability of Wi-Fi/Hotspots: 17
16) Motor Vehicle (Micro Bus): 01

Chapter 3: Highlights of the Year

3.1 Key Achievements and Highlights of the Year of the College

Academic:

➢ Examination Results: The final exam had a 99 percent participation rate and a 92.5 percent pass rate.
➢ Term Papers: 100% participation in the submission of term papers.
➢ Attendance: 20% in offline classes and 70% in online classes.
➢ Classroom Performance: Because to the lack of complete physical classes, class performance could not be measured.
➢ Online Classes: The online classes have been started and will continue due to the COVID-19 pandemic issue.

Technological Development:

The use of CC Camera improves the surveillance system of all entry-exit points, the entire campus, the library, and nearly all hallways. There is also a vigilance system in place, in which teachers are monitored during class time.

Non-cognitive factors:

➢ **Guide Teacher**: Students are divided into groups and counseled by a teacher known as a guide teacher.
➢ **Motivation**: Teachers are constantly engaged in initiating and encouraging those faculties in order for students to actively participate in the learning process. Because motivation involves biological, emotional, social, and cognitive forces, teachers are constantly engaged in initiating and encouraging those faculties.
➢ **Self-Control**: Teachers constantly encourage students to develop the ability to control and regulate their emotions, thoughts, and behavior in the face of temptations and impulses because it is an executive function that is required for achieving specific goals.
➢ **Online Cultural Activities**: During the COVID-19 situation, on-line cultural activities were organized to improve the students' mental and physical health.

3.2 Key Achievements and Highlights of the Year of the Department

The key achievements and highlights of the year of the departments are as follows:-

➢ Deyalika competition, Online Cultural Competition, and Online Physical & Mental Health Management Seminar were all organized by individual college departments.
➢ 13 of the college's 27 departments organized national and international webinars focused on academic concerns and marking the centenary birth anniversary of Bangabandhu Sheikh Mujibur Rahman, the father of the nation.
➢ Due to the COVID-19 scenario, all departments used a virtual platform to continue their academic activity.

3.3 Highlights of Student Activities of the Year

The highlights of student activities of the year are as follows:-

Academic:

➢ **Classroom Performance**: A good example of a student response system is classroom performance. It is the key to understanding. It allows pupils to participate actively in the learning process. Our pupils are still less curious, but we have been encouraging them to ask questions, which is the most significant aspect in inquisitiveness. This technique is quickly gaining traction among students. In doing so, we've had a lot of success.

➢

➢ **Sitting for examinations (Internal/External)**: Exams are the traditional kind of feedback for a learning system. Students are eager to attend all types of feedback on examination performance, despite the fact that it is directly tied to academic recognition. This activity has almost completely engaged the students.

Extra-curricular Activities:

➢ **Sports**: Because of the pandemic, sports cannot be organized.

➢ **Cultural Activities**: The virtual platform was used to organize cultural activities.

➢ **Social Activities**: The teachers and students participated in variuos kinds of social activities.

➢ **Civic Engagement**: Our students volunteered in some social awareness projects last year, such as health, human rights, enfranchisement, and eve teasing issues.

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

The key achievements and highlights of the year of institutional development grants (IDG) are shown in the following table:-

Package No.	Description of Procurement Package
HBC/CEDP-W-01	Procurement of Renovation and Refurbishment of Classroom, Labs, Washrooms, Library and Auditorium
G-01	Computer & ICT Equipment for the Sub-Project Office
G-02	Furniture & Fixtures for Sub-project office
G-09	AC and Electrical Equipment
G-03(1)	Supply of Desktop Computer & Related Services
G-03(2)	Supply of Laptop Computer & Related Services
G-03(3)	Supply of Laser Printer, Scanner, Multimedia Projector with Projection Screen, Photocopier and Related Service.

Six (06) packages have been started. All six contracts were successfully signed by the IDG Management Team, and all of them were entirely finished. Procurement of Renovation and Refurbishment of Classroom, Labs, Washrooms, Library and Auditorium; Computer & ICT Equipment for the Sub-Project Office; Furniture & Fixtures for Sub-project office; AC and Electrical Equipment; Supply of Desktop Computer & Related Services; Supply of Laptop Computer & Related Services; Supply of Laser Printer, Scanner, Multimedia Projector with Projection Screen, Photocopier and Related Services are among the packages available.

With the deployment of the packages, students and teachers will have access to the modern equipment's. There have been established modern computer labs. The computer labs have been modernized.

Chapter 4: Teacher Development

4.1 Overview of Teaching Force of the College

The college employs both male and female teachers. A total of 2 (two) teachers have earned a Ph.D. There are 150 positions available in the college, with 133 teachers already teaching. There are 17 empty positions. The following is a list of the college's teaching staff:-

No. of Teachers by subject, Gender and Educational Qualification

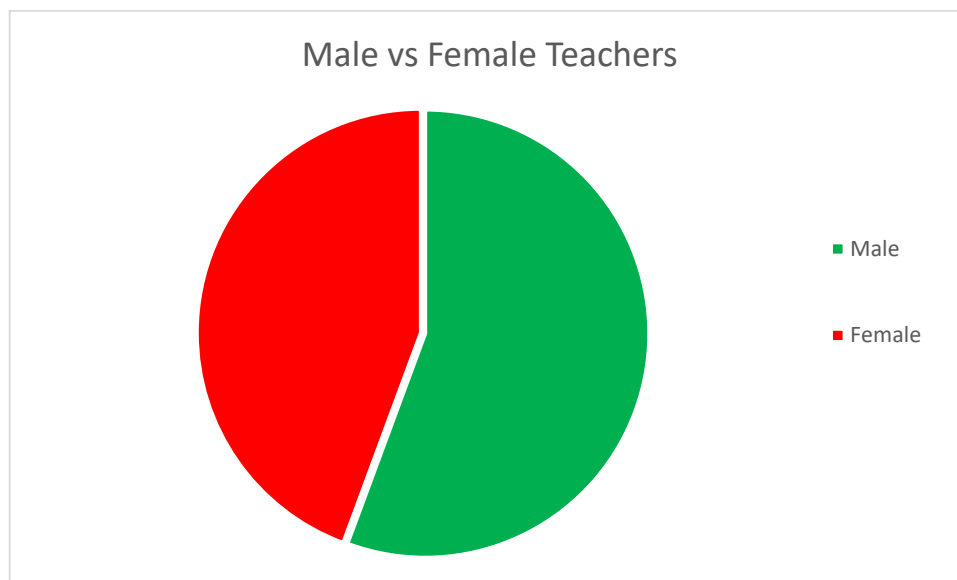| Serial No.	Department	No. of Male Teachers	No. of Female Teachers	Total No. of Teachers	No. of PhD Holder Teachers
1	Bangla	3	4	7	1
2	English	4	4	8	-
3	Political Science	2	2	4	-
4	Sociology	1	3	4	-
5	Philosophy	2	3	5	-
6	Social Work	2	4	6	-
7	Economics	2	4	6	-
8	Islamic History & Cultural	1	3	4	-
9	History	1	1	2	-
10	Home Economics	0	4	4	-
11	Accounting	8	2	10	-
12	Management	6	4	10	-
13	Marketing	7	0	7	-
14	Finance & Banking	3	3	6	-
15	Physics	2	3	5	-
16	Chemistry	5	0	5	1
17	Bio-Chemistry	1	2	3	-
18	Zoology	2	3	5	-
19	Botany	0	3	3	-
20	Mathematics	6	0	6	-
21	Psychology	4	0	4	-
22	Statistics	3	1	4	-
23	Computer Science and Engineering	3	0	3	-
24	Theatre and Media Studies	2	0	2	-
25	Tourism & Hospitality Management	0	1	1	-
26	Library & Information Science	0	2	2	-
27	BBA Professional	4	3	7	-
Total		**74**	**59**	**133**	**2**

Fig: Male vs Female Teachers

4.2 Teacher Professional Development Programs

➢ **ICT Training (In-House)**: During the previous fiscal year, an in-house ICT training program was held in the college ICT lab to improve teachers' technological skills. The training course drew a total of 73 teachers.

➢ **Departmental Seminars**: Thirteen departments used the virtual platform to host seminars. Resource persons from other countries also attended the seminars, adding to the professional discussions with their insightful talks. Students and others can also watch the live telecast via social media.

➢ **CEDP Training**: About 20 teachers participated in CEDP training program of subject based training and future leader training. The teachers have developed their attitude, knowledge and skills.

4.3 Highlights of Teacher Development Activities of the Year

The highlights of teacher development activities of the year are as follows:-

➢ **Writings Research Journal**: About 15 teachers contributed research articles to the college authority and those are going to be published in various local and international journals.

➢ **Online Class**: Teachers demonstrate their skills in running online classes during the COVID-19 term.

➢ **Foreign Webinars**: Some of the college's teachers also participated in international webinars.

Chapter 5: Budget and Finance

5.1 Summary of Annual Budget and Expenditures

The following are some descriptions of total allocation and spending for fiscal year 2020-21:

Serial No.	Description	Allocation	Expenditure
1	Salary of the teachers & Staffs	15,74,38,782	15,34,11,500
2	Electricity Bill	23,30,000	6,50,000
3	Water and Sewerage	22,20,400	3,70,000
4	Repair & Maintenance	49,07,600	8,00,000
5	City Corporation Fee	14,75,800	5,00,000
6	Sports Fee	13,42,600	100,000.00
7	Technology Fee	14,67,400	12,00,000

5.2 Summary of Annual Revenues

There has no summary of annual revenues during the fiscal year 2020-2021 due to pandemic situation of Covid-19.

5.3 Status of Annual Audits

There has no status of annual audits during the fiscal year 2020-2021 due to pandemic situation of Covid-19.

Chapter 6: Concluding Remarks

6.1 Overall Assessment of Performance of the Last Year and Key Targets for the Next Year

The overall assessment of performance of the last year and key targets for the next year are as follows:-

➢ In the face of a changing pandemic situation, teachers and employees demonstrated initiative and innovation in sustaining academic and official duties. They also demonstrated rapid flexibility and communication abilities. All of this is a component of their professional responsibility. Problem-solving and interpersonal skills were also improved.

➢ If the epidemic persists, we must continue to use technology to assure virtual attendance, timeliness, quality work productivity, mutual cooperation, coaching, and training abilities, among other things.

> ➢ More internal training programs, national and international webinars, virtual cultural competitions, awareness activities, and so on will be organized.
> ➢ Teachers' and staff' professional dedication will be ensured through the use of evaluation mechanisms.
> ➢ With the escalation of the pandemic, virtual platform programs should be reduced, and classroom-based activities should be restored to their previous levels.

6.2 Key Challenges and Risks for the College

Risk Factors include:

> ➢ Lack of academic motivation.
> ➢ Changing a negative attitude to a positive one.
> ➢ Assisting with self-esteem and confidence.
> ➢ Reducing psychological issues.
> ➢ Reducing under preparedness for academic criticism

Key Challenges:

> ➢ Overcoming academic losses during COVID-19.
> ➢ Improving classroom performance.
> ➢ Establishing technology-based classrooms.
> ➢ Developing behavioral patterns and cultural attitudes.
> ➢ Increasing parental participation.
> ➢ No student should indeed be left apart.

6.3 Recommendations

Some recommendations has been suggested below:-

> ➢ We should improve technical amenities, such as Wi-Fi connectivity for both teachers and pupils, if the existing pandemic situation changes.
> ➢ Students should be given with mobile data services almost free of charge on the perimeter where Wi-Fi access is difficult.
> ➢ It is necessary to develop an effective online examination system.
> ➢ Teachers' and authorities' efficiency in technological sectors should be improved through training programs.
> ➢ Students should be encouraged to learn how to use technology.
> ➢ Some activities should be carried out with physical distance and health concerns in mind.

Chapter 7: Photo Gallery

Principal of the college

Shaheed Minar of the college

Class Room

Computer Lab

Computer Lab

Computer Lab

CEDP Funded Air-Conditioning Equipment in the Laboratory

CEDP Funded Air-Conditioning Equipment in the Laboratory

CEDP Funded Air-Conditioning Equipment in the Laboratory

CEDP Funded Air-Conditioning Equipment in the Laboratory

CEDP Funded Air-Conditioning Equipment in the Laboratory

CEDP Funded Air-Conditioning Equipment in the Laboratory

Air-conditioned Class Room

CEDP Funded Tiles Work

CEDP Funded Thai-Aluminum Window Works

Class Room

Laboratory

Computer Lab

College Pond

College Gate