

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)
OF THE IQAC
2009-10
NOWBOICHA COLLEGE, DOOLAHAT-787027
LAKHIMPUR, ASSAM
Part-A**

1. Details of the Institution

1.1	Name of the Institution	:	NOWBOICHA COLLEGE
1.2	Address Line 1	:	P.O: DOOLAHAT
	Address Line 2	:	DIST: LAKHIMPUR
	City/Town	:	NORTH LAKHIMPUR
	State	:	ASSAM
	Pin Code	:	787027
	Institutional Email Address	:	dhazarikanc@gmail.com
	Contact Nos.	:	9435663909
	Name of Head of the Institution:		DR. DILIP HAZARIKA
	Tel No with STD Code	:	(03752) 255240
	Mobile	:	9435663909 / 8638211139
	Name of the IQAC Coordinator:		MR. PRANAB KUMAR HAZARIKA
	Mobile	:	9864696533
	IQAC e-mail	:	iqacnc18@gmail.com
1.3	NAAC Track ID	:	ASCOGN11995
1.4	Website address	:	www.nowboichacollege.ac.in
	Web link of the AQAR	:	www.nowboichacollege.ac.in

1.5 Accreditation Details:

Sl.No	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C ⁺⁺		2004	5 Yrs
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of establishment of IQAC : 05-01-2005

1.7 AQAR for the year : 2009-10

1.8 Details of previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

- i. AQAR (2005-2006) 26/12/2018
- ii. AQAR (2006-2007) 26/12/2018
- iii. AQAR (2007-2008) 26/12/2018
- iv. AQAR (2008-2009) 26/12/2018

1.9 Institutional Status

University State Central Deemed Private
 Affiliated College yes No
 Constituent college Yes No
 Autonomous College Yes No
 Regulatory /Agency approved Institution Yes No
 Types of institution Co-education Men Women
 Urban Rural Tribal
 Financial status: Grant- in-aid UGC2 (f) UGC12(B)
 Grant-in aid+ Self Financing Totally Self Financing

1.10 Types of Faculty /Programme/

Arts Science Commerce Others

1.11 Name of the Affiliating University (for the college) Dibrugarh University

1.12. Special status conferred be central/state government—

UGC/CSIR/DST/DBT/ICMR etc

Autonomous by State Central/Central Govt/University Dibrugarh University

<i>University with potential for Excellence</i>	<input type="text" value="No"/>	<i>UGC-CPE</i>	<input type="text" value="No"/>
<i>DST star Scheme</i>	<input type="text" value="No"/>	<i>UGC CE</i>	<input type="text" value="No"/>
<i>UGC Special Assistance Programme</i>	<input type="text" value="No"/>	<i>DST-FISH</i>	<input type="text" value="No"/>
<i>UGC Innovative PG Programme</i>	<input type="text" value="No"/>	<i>Any Others</i>	<input type="text" value="No"/>
<i>UGC-COP Programme</i>	<input type="text" value="Yes"/>		

2.1 IQAC Composition and Activities

2.1	No. of Teachers	<input type="text" value="6"/>
2.2	No. of Administration/Technical Staff	<input type="text" value="1"/>
2.3	No. of Students	<input type="text" value="1"/>
2.4	No. of Management representatives	<input type="text" value="1"/>
2.5	No. of Alumni	<input type="text" value="1"/>
2.6	No. of any other stakeholder and Community representatives	<input type="text" value="1"/>
2.7	No. of Employers/ industrialists	<input type="text" value="1"/>
2.8	No of other External Experts	<input type="text" value="1"/>
2.9	Total No. members	<input type="text" value="13"/>
2.10	No. of IQAC meeting held	<input type="text" value="2"/>
2.11	No. of meeting with various stakeholders:	
	<i>Faculty</i>	<input type="text" value="2"/>
	<i>Non-teaching staff</i>	<input type="text" value="2"/>
	<i>Students</i>	<input type="text" value="1"/>
	<i>Alumina</i>	<input type="text" value="1"/>
	<i>Others</i>	<input type="text" value="1"/>
2.12	Has IQAC received any funding from UGC during the year? If yes, mention the amount	
	<i>Yes</i>	<input type="text"/>
	<i>No.</i>	<input type="text" value="√"/>

2.13 Seminar/Conference (only quality related)

(i) No. of seminar/Conference/Workshop/Symposia organized by IQAC

Total No. International National

State Institutional Level

(ii) Themes

2.14 Significant Activities and contribution made by IQAC

- a. The authority made provision for a separate reading room for teaching staff as per the recommendation of IQAC.
- b. The IQAC also suggested for making the academic environment of the college conducive to the students.
- c. Various steps have been taken on academic excellence, research & extension activities keeping a close link with the previous years.

2.15 Plan of Action by IQAC/Outcome:

PLAN OF ACTIONS FOR THE YEAR:

- a. IQAC arrange joint meeting with the non-teaching staff of the college
- b. To conduct regular meetings of IQAC
- c. To hold joint meetings with Teachers' Unit for the improvement of teaching-learning process
- d. To encourage the teachers for undertaking research activities
- e. To encourage the students for their all-round development
- f. To carry on extension activities for the greater interest of the local society & community

OUTCOME:

- a. Two meetings of IQAC were held during the year.
- b. Two joint meetings with Teachers Unit were held to discuss how to improve the quality in teaching.
- c. As per the decision of the meetings tutorial classes were introduced
- d. IQAC also monitors the Remedial classes on different subjects
- e. Plantation programmes along with cleanliness drives were organized
- f. Four MRP were sanctioned by UGC, NERO.
- g. The Departments of History, Education and Economics organized educational tours and field study during the year and the students of the respective departments prepared and submitted their field study reports to their respective departments

***Attach the Academic Calendar of the year as Annexure.**

2.16 Whether the AQAR was placed in Statutory Body: Yes No

Management Syndicate Any other body

Provide the details of the action taken: As stated in 7.2.

PART-B CRITERION-I

1. CURRICULAR ASPECTS

1.1 Details about Academic Programmes

Level of the programme	Number of existing programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added/ Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	1			
PG Diploma	Nil	Nil	Nil	Nil
Advance Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Other	Nil	Nil	Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil
Total	1	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option/ open options

(ii) Pattern of programmes

Pattern	Number of the programmes
Semester	Nil
Trimester	Nil
Annual	1

1.3 Feedback from stakeholders* *(On all aspects)*

Alumni Parents Employers
 Students

Mode of Feedback: Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the annexure-II*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their silent aspects.

The college has no freedom to revise/update the regulation or the syllabi. It is done by the affiliating University. (i.e. D.U.) No change is done in this year.

1.5 Any new department/ Centre introduced during the year. If yes, give details.

Nil

CRITERION-II**2. TEACHING, LEARNING AND EVALUATION**

2.1. Total No. Of Permanent faculty:

Total	Asstt. Professors	Associate Professors	Professors	Others
27	27	Nil	Nil	Nil

2.2. No. of permanent faculty with Ph. D.: **No.**2.3. **No. of Faculty positions Recruited(R) and Vacant (V) During the year**

Asstt. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

2.4. No. of Guest/ Visiting faculty/Temporary faculty: **01 (Temporary faculty)**

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State Level
Attended	Nil	27	Nil
Presented	Nil	34	Nil
Resource Persons	Nil	Nil	1

2.6. Innovative processes adopted by the institution in Teaching and Learning:

a. Subscription of new Books (Text and Reference) to the Central Library

b. Conduction of various debate, quiz, and group discussion among the students of different departments.

c. Introduction of Tutorial & Remedial classes

2.7. Total number of actual teaching days : 190 Days
During the academic year2.8. **Examination/Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions):**

Focus is posited on continuous evaluation of the students in the form of organizing seminars, workshops, group discussions and Sessional Examinations in a regular interval in addition to the unit tests, class tests and home assignments etc. The final evaluation of students is made by the affiliating university in the form of final degree examination.

2.9. No. of faculty members involved in curriculum/Restructuring/revision/syllabus development as member of Board of Study/ Faculty/Curriculum Development workshop : Nil

2.10. Average percentage of attendance of students :75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total No. of students appeared	Division				
		Distinction	I%	II%	III%	Pass%
BA	61	Nil	Nil	32.08	58.49	86.89

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning process:

- a) IQAC encourages the faculty members for effective teaching with TLM,
- b) It attempts for regular feedback from the different stakeholders of the college in order to improve the system
- c) It attempts to ensure remedial classes for slow learners
- d) It attempts for continuous evaluation of students in the form of class test, unit test, terminal examination etc.

2.13 Initiatives undertaken towards faculty Development:

Faculty members were encouraged to participate in different refresher, orientation and other faculty development programs organized by the different Universities and Institutions.

Faculty/ Staff Development Programme	Number of Faculty benefited
Refresher Course	7
Orientation Programme	2
Staff Training Conducted by other Institution	1
Summer/ Winter schools, Workshop etc.	1
Others	3

2.14 Details of Administrative and Technical staff

Category	Number of permanent employees	Number of Vacant Positions	Number of permanent positions filled during the year	Number of positions filled temporarily
Administrative Staff.	10	1	Nil	1
Technical Staff.	2	Nil	Nil	1

CRITERION-III**3. RESEARCH, CONSULTANCY AND EXTENSION**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution. The IQAC constantly tried to create a vibrant research environment in the college in the form of the following:

- a) It encourages the faculty members for undertaking Research Works like Ph.D., Minor & Major Research Projects from UGC, ICSSR and other funding agencies.
- b) It encouraged the departments to conduct research based field studies
- c) It encouraged the faculty members to publish quality research papers in the journals

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	4	0
Outlay in Rs. Lakhs	0	0	2.95 Lac	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	Nil	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications : Nil
Range/ Average h-index/Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, Industry and other Organizations

Nature of the Project	Number of project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-	-
Minor Projects	4	2 years	UGC	2.95 Lac	2.20 Lac
Interdisciplinary Projects	Nil	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil	Nil

<i>Projects sponsored by the University/ College</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>
<i>Students research projects (other than compulsory by the University)</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>
<i>Any other(Specify)</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>
<i>Total</i>					

- 3.7 *No. of Books published*
- i. With ISBN No* :Nil
 - ii. Without ISBN No* :Nil
 - iii. Chapters in Edited Books* :01
- 3.8 *No. of University Departments receiving funds from UGC/SAP/CAS/DST-FIST/ DPE/ DBT Scheme/funds* :Nil
- 3.9 *For colleges / Autonomy /CPE/DBT Star Scheme INSPIRE/CE /Any other (specify)* :Nil
- 3.10 *Revenue generated through consultancy* :Nil
- 3.11 *No. of conferences organized by the Institution* :Nil
- 3.12 *No. of faculty served as experts, chairpersons or resource persons* : Nil
- 3.13 *No. of collaborations (International/National)* : Nil
- 3.14 *No. of linkages created during this year* :Nil
- 3.15 *Total Budget for research for current year in Lac:*
- From Funding agency* :Nil
 - From Management of University/College* :Nil
- 3.16 *No. of patents received this year*

<i>Type of Patent</i>		<i>Number</i>
<i>National</i>	<i>Applied</i>	<i>Nil</i>
	<i>Granted</i>	<i>Nil</i>
<i>International</i>	<i>Applied</i>	<i>Nil</i>
	<i>Granted</i>	<i>Nil</i>
<i>Commercialized</i>	<i>Applied</i>	<i>Nil</i>
	<i>Granted</i>	<i>Nil</i>

- 3.17 *No. of research awards/ recognitions received by faculty and research fellows*

<i>Total</i>	<i>International</i>	<i>National</i>	<i>State</i>	<i>University</i>	<i>Dist.</i>	<i>College</i>
<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>

3.18

- No. of faculty from the Institution who are Ph. D. Guides and students registered under them :NIL
- 3.19 No. of Ph.D. awarded by faculty from the Institution : Nil
- 3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)JRF/SR /Project Fellows/ Any other : Nil
- 3.21 No. of students Participated in NSS events: : Nil
University level /State level /National level /International level : Nil
- 3.22 No. of students participated in NCC events:
University level / State level/National level /International level :Nil
- 3.23 No. of Awards won in NSS:
University level/ State level/National level /International level :Nil
- 3.24 No. of Awards won in NCC:
University level /State level/National level / International level :Nil
- 3.25 No. of Extension activities organized
- University forum :Nil
 - College forum :01
 - NCC :01
 - NSS :02
 - Any other :04
- 3.26 **Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**
- a) A social service and medical Camp was organized at Rohali H.S. School.
 - b) The NSS Unit of the college organized a Social Service programme to clean the college campus.50 volunteers took part in the program.
 - c) Gandhi Jayanti was celebrated by the College Authorities on 2nd October,09
 - d) The department of Education organised an educational awareness Programme at Gorchiga among Mising Community
 - e) The students and teachers of the college repaired the eastern side embankment of Singra river at Karigaon on 2th& 3th July /2009 after a flood havoc.

CRITERION-IV:**4. Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities:**

<i>Facilities</i>	<i>Existing</i>	<i>Newly Created</i>	<i>Source of Fund</i>	<i>Total</i>
<i>Campus area</i>	<i>49.4 Bigha</i>	<i>Nil</i>	<i>State Govt.</i>	<i>49.4 Bigha</i>
<i>Class Room</i>	<i>7 Nos</i>	<i>3</i>	<i>UGC & State Govt.</i>	<i>10</i>
<i>Laboratories</i>	<i>Education Lab-1 Nos</i>	<i>Nil</i>	<i>UGC</i>	<i>1</i>
<i>Seminar Hall</i>	<i>Temporary -1</i>	<i>Nil</i>	<i>UGC</i>	<i>1</i>
<i>No of important Equipments purchased during the current year</i>	<i>1</i>	<i>1</i>	<i>UGC</i>	<i>2</i>
<i>Value of the equipments purchased during the year (Rs. In Lakhs)</i>	<i>40,000</i>	<i>1,01,540</i>	<i>UGC</i>	<i>1,41,540</i>
<i>Others</i>	<i>NIL</i>	<i>NIL</i>		<i>NIL</i>

4.2 Computerization of administration and Library:-Computers were provided in the College Office and Library

4.3 Library Service

	<i>Existing</i>		<i>Newly Added</i>		<i>Total</i>	
	<i>No.</i>	<i>Value</i>	<i>No.</i>	<i>Value</i>	<i>No.</i>	<i>Value</i>
<i>Text Books</i>	<i>1045</i>	<i>110163/-</i>	<i>386</i>	<i>43617/-</i>	<i>1431</i>	<i>153780/-</i>
<i>Reference Books</i>	<i>338</i>	<i>83302/-</i>	<i>161</i>	<i>20447/-</i>	<i>499</i>	<i>103749/-</i>
<i>E-Books</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Journal</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>E-Journal</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Digital Database</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>CD & Video</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Others (specify)</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centre	Office	Departments	Others
<i>Existing</i>	4	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	3	<i>Nil</i>	1
<i>Added</i>	1	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	1	<i>Nil</i>
<i>Total</i>	5	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	3	1	1

4.5 Computer, internet access, training to teachers and students and any other programmes for technology up gradation (Networking, e-Governance etc.)

Internet service was provided in the college.

4.6. Amount spent on maintenance in lakhs:

<i>i) ICT</i>	<i>: Rs. 40,000/-</i>
<i>ii) Campus infrastructure facilities</i>	<i>:Rs. 50,625/-</i>
<i>iii) Equipments</i>	<i>:Rs. 2,09,086/-</i>
<i>iv) Others</i>	<i>:Rs. 50,000/-</i>
<i>Total</i>	<i>Rs. 4,00,000/-</i>

CRITERION –V

5. STUDENT SUPPORT AND PROGRESSION

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC suggests the college authority to improve the facilities of sports, health & hygiene, hostels, library etc. and closely monitors the facilities available to be provided to the students.

5.2 Effort made by the institution for tracking the progression

*Sports facilities
Remedial and Tutorial Classes
Health & Hygiene Measures
Library Support*

5.3 (a) Total Number of students

<i>UG</i>	<i>PG</i>	<i>Ph. D.</i>	<i>Others (+2)</i>
456	Nil	Nil	Nil

(b) No. of students outside the state : Nil

(c) No. of international students : Nil

- Men : Nil*
- Women : Nil*

<i>Last Year</i>						<i>This Year</i>					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
166	66	97	96	-	425	119	80	100	157	-	456

Demand ratio

Dropout % B.A- Nil

5.4. Details of student support mechanism for coaching for competitive examinations (If any) : Nil

No. of students beneficiaries : Nil

5.5. No. of students qualified in these examinations

NET/ SET/SLET / GATE CAT/ IAS/IPS / State PSC/UPSC/ Others : Nil

5.6. Details of student counseling and career guidance:
The sub-committee for Student Support and Progression provides students counseling and career guidance with support from Student Counseling and Guidance Cell.

- a) Organizes Career Counselling program*
- b) Regular class room counselling by the Teachers to the students*
- c) Latest information regarding different careers*

5.7 Details of campus placement

On campus			Off Campus
<i>Number of Organizations Visited</i>	<i>Number of Students Participated</i>	<i>Number of Students Placed</i>	<i>Number of Students Placed</i>
<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>

5.8 Details of gender sensitization programmes

- a) Awareness program organised for girls students on gender issues under NSS, Nowboicha College*
- b) Women Cell organized one training program at Sastri Memorial High School at Doolahat for women empowerment*

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

- *State/ University level : Nil*
- *National level : Nil*
- *International level : Nil*

No. of students participated in cultural events

State/ University level *National level* *International level*

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level *National level*
International level

Cultural: State/ University level *National level*
International level

5.10 Scholarships and Financial Support

	<i>Number of students</i>	<i>Amount</i>
<i>Financial support from institution</i>	<i>Nil</i>	<i>Nil</i>
<i>Financial support from government</i>	<i>86</i>	<i>2,77,120/-</i>
<i>Financial support from other sources</i>	<i>Nil</i>	<i>Nil</i>
<i>Number of students who received International/ National recognitions</i>	<i>Nil</i>	<i>Nil</i>

5.11 Student organized / initiatives

Fairs : State/ University level National level
 International level

Exhibition: State/ University level National level
 International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: *No major grievances.*

CRITERION-VI

6. GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 State the vision and mission of the institution

Vision:

The vision of the institution is to spread the light of education. A group of educated people of Nowboicha Assembly Constituency desired to establish an institution of higher education for fulfilling the need of poor students of this locality who have always been deprived of the domain of higher education due to their poor socio-economic condition. To provide a better platform for the development of higher education and intellectual aspect of people, there must be an institution of higher education in this socially and economically backward area. Imparting knowledge through the mother tongue and to develop English as a second language to trap the employment opportunity available in the country and abroad and to develop the concept of universal education by giving opportunities to all sections of the society are the visions.

Mission:

- *To establish a highly developed institution of higher education having improved infrastructure facility with highly qualified faculty members for imparting quality education among the students of this locality.*
- *To develop the academic environment and to create a better and conducive atmosphere for the students.*
- *To bring gender equality by giving equal opportunity to female community for academic growth.*
- *To preserve the socio-cultural identities of Assamese society and to spread it through this institution of higher education.*
- *To minimize the problem of unemployment to some extent by giving proper education from such institution.*

The following strategies/mechanisms define how the institution tries to implement its missions and caters the needs of the society & students. The institution's future visions are:

- a. *Strategies have been adopted to satisfy the needs of the students from diverse backgrounds complying with all the norms of the government.*
- b. *Mechanisms to adopt Learner-centered approach, academic planning, and use of modern teaching-learning aids and application of ICT resources to make the curricular activities interesting and effective for the students.*
- c. *To improve the infrastructure facilities and to promote the optimum use of the same to maintain the quality of academic and other programmes of the college.*
- d. *Mechanism to promote research culture, research publication, & professional development of faculty members for quality enhancement of teaching community.*

6.2 Does the institution has a Management Information System

The college has an active and effective management information system. Most of the administrative activities of the college are computerized. The attendance and work culture of teaching and non-teaching staff are monitored by the Principal of the college. The premier management body: The Governing Body and many other committees of the college extend their helping hand for smooth management/administration of the college.

6.3. Quality Improvement Strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Since the college is an affiliated college to Dibrugarh University, Assam; it does not have the autonomy in the curriculum aspects. The curriculum is designed & developed by the affiliating University.

6.3.2 Teaching and Learning

Various quality improvement strategies are adopted by the college in the field of teaching and learning to enhance the efficiency of faculty the members i.e.

- (a) Teaching activities are planned through academic calendar.*
- (b) As per the instruction of the College authority, each department formulates and implements its own teaching plans effectively.*
- (c) Faculty members are instructed by the college authority in support of IQAC to engage tutorial and remedial classes for slow learners.*
- (d) To improve the learning habits of the students, departmental seminars, group discussions, work-shops are being organized regularly.*
- (e) The IQAC tries to improve the student attendance in the classes.*

6.3.3 Examination and Evaluation

The college authority conducts internal examinations i.e. unit tests, terminal examinations as per University guide lines. The college Academic Advisory Committee prepares annual academic calendar. The practice of continuous evaluation is adopted in the college to assess students' progress.

6.3.4 Research and Development

The college does not have any research council similar to that of a University. But it has its own research committees to help the faculty members especially to encourage them to undertake research activities including Ph. D. M.Phil, Minor & Major Research Projects.

6.3.5 Library, ICT and physical infrastructure/instrumentation

The library has sufficient number of books & journals proportionate to the students of the college. Computer and reading room facilities are also available in the Library.

6.3.6 Human Resource Management

The College is a Government provincialized College. As such it needs to follow the academic programmes prescribed by Dibrugarh University. All administrative works are taken up in tune with the guidelines & instructions of Director of Higher Education, Assam. The Principal is the chief executive officer who works under the guidance of Governing Body, the highest management body of the college. Some other committees like Academic Advisory Committee, Library Committee, Examination Committee, and Departmental Management Committee are there in the college which supplements the management of the college.

6.3.7 Faculty and staff recruitment

The college Governing Body has been the sole appointing authority of the teaching and non-teaching employees of the institution. So, the Governing Body maintains a transparent and due procedure for the appointment of staff and faculty members. Even after the provincialisation of college in 2005, the process of appointment of faculty members and staff are being done as per the circular issued by the Director of Higher Education, Assam.

6.3.8 Industry Interaction/Collaboration

The entire district of Lakhimpur is industrially on back foot. There are neither large nor medium scale industries in the district. Instead of this dearth, the college has undertaken various steps to make an interaction with local SSI units as well as government departments like social forestry, agriculture, industry, SIRD etc. to promote industry.

6.3.9 Admission of students

The admission of students to B.A course is made on the basis of merit. In addition to the admission notification, detailed information is incorporated in Admission Prospectus. The Admission Committee fixes the norms of admission in consultation with college authority.

6.4 Welfare Schemes for

Teaching	Nowboicha College Teachers' Welfare Fund
Non- teaching	Nowboicha College Teachers' Welfare Fund
Students	

6.5 Total corpus fund generated About 8.5 Lac

6.6 Whether annual financial audit has been done Yes √ No

6.7 Whether Academic and Administrative Audit (AAA) have been done:

Audit Type	External		Internal	
	Yes/No	Agency	Yes/NO	Authority

<i>Academic</i>	<i>No</i>	<i>Govt. Auditor</i>	<i>No</i>	<i>No</i>
<i>Administrative</i>	<i>Yes</i>	<i>Govt. Auditor</i>	<i>No</i>	<i>No</i>

6.8 Does the University/Autonomous College declares results within 30 days

For UG Programme Yes No

6.9 What efforts are made by the University /Autonomous College for examination Reforms.

The affiliating university undertakes the steps for examination reform.

6.10. What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The university covers academic matters mainly curriculum development, examination and sports activities. Other works are performed by the college.

6.11 activities and support from the Alumni Association

The college has an active Alumni Association. The Association extends all possible helps to the college in need. The Association holds annual meetings regularly.

6.12 Activities and support from the parent

The college organizes parent/guardian meetings regularly. The college authority and members of the teaching and non- teaching staff take part actively in the meeting.

6.13 Development Programmes for support staff

The college authority takes the initiative for support staff as per the need of the staff.

6.14 **Initiatives taken by the institution to make the campus eco-friendly**

- 1. Campus cleanness program are organised by the NSS Unit and Social Service unit of the Students' Union.*
- 2. Cleanness drive in connection with Annual College Sports Week, Foundation Day, World Women's Day, Gandhi Jayanti are observed in the college.*
- 3. Plantation Program under NSS unit is taken up in collaboration with Forest Department.*

CRITERION VII

7. INNOVATION AND BEST PRACTICES

7.1 ***Innovation introduced during this academic year which have created a positive impact on the functioning of the institution. Give Details.***

- a. *All the major departments have their departmental forum through which they publish departmental journal for intellectual development*
- b. *The teachers of the College help the economically poor and meritorious students financially in their need.*
- c. *To promote creativity, innovation and improving quality of the student's; literary competitions including Wall Magazine Competition among different Departments are held.*

7.2 ***Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year.***

- a. *Most of the teachers financially help the poor and meritorious students at the time of admission and form fill up for final Examination.*
- b. *To promote creativity, innovation and improving quality of the student's college has taken step to publish Wall Magazine.*
- c. *An NSS Camp was organized by the college at Sastri Memorial High School, Phulbari on 5-08-2009. The members of the NSS rendered their services by renovating the High School building and constructing the boundary wall by procuring materials like bamboo, wood and other essentials from the locality. The teachers, local people and students extended their full co-operation. A meeting was also held highlighting the importance of social work and involvement of students in such activities.*
- d. *A medical camp was organized in collaboration with Nowboicha PHC and a local NGO at Nowboicha on 26-08-2009. In the programme the local people were provided free medical check up and medicines. Dr. Jagadish Goswami delivered a speech on the precautionary measures to be taken before and after flood.*
- e. *On 29-08-2009, the college foundation day was observed and a blood grouping camp was organized for the students.*
- f. *Remedial classes were organized for ST/SC/OBC/minority and academically backward students during the Puja vacation.*
- g. *A district level essay competition was organized by the college. The first three position holders were awarded cash prizes.*
- h. *The construction of the warden quarter building in college was completed under grants received from the UGC.*
- i. *The departments of History, Education and Economics organized educational tours and field study during the year and the students of the respective departments prepared and submitted their field study report to their respective departments.*
- j. *All the departments organized departmental seminars/group discussions. In all seventeen such academic events were organized.*
- k. *Kankin Kebang programme is organized at the College Campus by the Missing students of the college.*

7.3 Give two Practices of the institution (please see the format in the NAAC Self-study Manuals) Provide the details in annexure (annexure need to be numbered as i, ii, iii)

1. *The International Women's Day is celebrated by Women Cell of the college in collaboration with Lakhimpur Zonal Committee, ACTA at Nowboicha College, Nowboicha.*
2. *The World Environment Day is observed on 5th June' 2010 to bring environmental awareness by organising a talk on the Importance of conserving world environment and carrying out plantation programme involving the students.*

7.4. Contribution to environmental awareness /protection

1. *The World Environment Day is observed on 5th June' 2010 to bring environmental awareness by organising talk on the Importance of conserving world environment and carrying out plantation programme involving the students.*
2. *Campus cleanliness program organised by the NSS Unit and Social Service unit of the Students' Union.*
3. *Cleanliness drive in connection with Annual College Sports Week, Tithi of Sankardeva, Foundation Day, World Women's' Day, Gandhi Jayanti observed in the college.*
4. *Plantation Program under NSS unit in collaboration with Nowboicha Journalist Union.*

7.5 Whether environmental audit was conducted? Yes

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

STRENGTH:

- a. *The college is situated in an eco-friendly and serene atmosphere suitable for study.*
- b. *Cordial relationship between the teachers and students has created a friendly teaching learning atmosphere in the college.*
- c. *A group of dedicated teachers playing active role in improving the academic environment.*

WEAKNESS:

- a. *Most of the students are from economically and educationally backward families*
- b. *Shortage of permanent faculty members in various departments.*
- c. *Inadequate infrastructure*
- d. *The learning base of most of the students is weak bearing the same from the previous school level education.*

OPPORTUNITY:

- a. *The college has a large campus for future academic and infrastructural growth.*

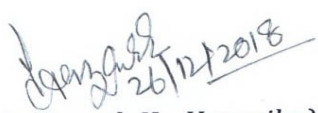
- b. Students can study with minimal expenditure in comparison with the city colleges.
- c. Students have easy access to the college authority.
- d. Students' have the opportunity to reap the benefit of generosity of teachers.

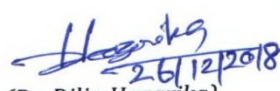
THREAT:

- a. Poor economic condition, weak learning base at school level, prevailing poor educational environment, less scope for employment leading to poor & irregular attendance of the students in the college is a major treat.

8. Plans of Institution for the next year:

- a. To establish a Book Club from the next academic year.
- b. To renovate and beautify the College Campus.
- c. To provide special coaching for students for better career.
- d. To develop Infrastructure.
- e. To take initiative for development of women in the locality.
- f. To establish Equal Opportunity Centre for the upliftment of backward classes in the area.
- g. To regularize power supply by installing generator.
- h. To arrange Remedial Classes for slow learners.
- i. To add new reference books and journals in the College Central Library.
- j. To introduce Career Oriented Courses.
- k. To make students computer literate.
- l. To establish Distance Education Study Centres.
- m. To promote Research Activities.
- n. To continue Career counselling to students in an updated manner.
- o. To encourage the students to participate in inter college and university in games, sports, cultural and literary competitions.
- p. To initiate Faculty Improvement Programmes for teaching staff.
- q. To arrange Community Service Programmes .
- r. To take steps for Internal Resource Generation.


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