

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
OF THE IQAC  
2012-13  
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	:	<a href="http://www.nowboichacollege.ac.in">www.nowboichacollege.ac.in</a>
	Web link of the AQAR	:	<a href="http://www.nowboichacollege.ac.in">www.nowboichacollege.ac.in</a>



1.12. Special status conferred be central/state government—  
UGC/CSIR/DST/DBT/ICMR etc

*Dibrugarh University*

*Autonomous by State Central/Central Govt/University  
University with potential for Excellence*

*No*

*UGC-CPE*

*No*

*DST star Scheme*

*No*

*UGC CE*

*No*

*UGC Special Assistance Programme*

*No*

*DST-FISH*

*No*

*UGC Innovative PG Programme*

*No*

*Any Others*

*No*

*UGC-COP Programme*

*Yes*

**2.1 IQAC Composition and Activities**

2.1 No. of Teachers

6

2.2 No. of Administration/Technical Staff

1

2.3 No. of Students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
Community representatives

1

2.7 No. of Employers/ industrialists

1

2.8 No of other External Experts

1

2.9 Total No. members

13

2.10 No. of IQAC meeting held

2

2.11 No. of meeting with various stakeholders: Faculty

2

Non-teaching staff

2

Students

1

Alumina

1

Others

1

2.12 Has IQAC received any funding from UGC during the year? If yes, mention the amount

Yes  No.

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 college authority has taken action for construction Water Filter with reserver and Running Water facility in the college campus as per the recommendation of the IQAC.*
- b. The IQAC also suggested for quality improvement of the academic environment of the college accordingly different departments have organized class seminars for the major course students.*
- c. Various steps has 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. To take initiative to apply for UGC sponsored Carrier Oriented Programme.*
- b. IQAC to hold meeting with teaching and non-teaching staff of the college for the improvement of teaching-learning and administrative process.*
- c. IQAC decides to conduct regular meetings with various stakeholder*
- d. To encourage the teachers for undertaking research publication 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. One joint meeting of IQAC was held during the year with the teaching and non-teaching staff of the college.*
- b. A Parent, Teacher and Student joint meeting was held during this year.*
- c. As per the decision of the meetings tutorial classes were introduced.*
- d. Plantation programme was organized under NSS Unit in the college campus and college approach road.*
- e. One Extension Activity programme has been organized by the Department of education.*
- f. Internal linking roads with black tapping of the college is completed*

**\*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	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advance Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Other (KKHSOU)	1	Nil	Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil
Total	2	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	2
Trimester	Nil
Annual	Nil

#### 1.3 Feedback from stakeholders\* Alumni Parents Employers (On all aspects) 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	06	21	Nil	Nil

#### 2.2. No. of permanent faculty with Ph. D.: Nil.

#### 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	18	Nil
Presented	Nil	09	Nil
Resource Persons	Nil	Nil	2

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

- a. An innovative programme "**Porhak aru Porhuauk**" has been organized by the Department of Education & Philosophy at Sonapur Pukhuria High School on 15-09-2012.
- b. Subscription of new Books (Text and Reference) to the Central Library
- c. Organizing various debate, quiz, and group discussion programmes among the students of different departments.
- d. Introduction of Tutorial & Remedial classes

#### 2.7 Total number of actual teaching days :180 Days During the academic year

#### 2.8 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. A few faculty members are engaged in curriculum and syllabus development as a member of Board of Studies in the different subjects constituted by the university.

- 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	63	Nil	Nil	54.90	45,10	80.95

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

- IQAC encourages the faculty members for effective teaching with TLM,
- It attempts for regular feedback from the different stakeholders of the college in order to improve the system
- It attempts to ensure remedial classes for slow learners
- 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.

**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	3
Technical Staff.	2	Nil	Nil	Nil



**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 faculties for undertaking Research Works like Ph. D.
- b) It encouraged the teachers for undertaking Minor & Major Research Projects from UGC, ICSSR and other funding agencies.
- c) It encouraged the departments to conduct research based field studies
- d) 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	Nil	1	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

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	Nil	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil	Nil
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* :02
- 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 of the institute in the year*

<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: : 30  
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 :12
- 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 :02
  - NCC :01
  - NSS :01
  - Any other :02
- 3.26 **Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**
- a) The NSS Unit of the college organized a Social Service programme to clean the college campus. 30 volunteers took part in the program.
  - b) Gandhi Jayanti was celebrated by the College Authorities on 2<sup>nd</sup> October,12
  - c) The students and teachers of the college repaired the Bamboo Bridge over Pasnoi River approaching to the college.
  - d) A Career Counselling Program was organized by the Criterion Committee Research Consultancy and Extension.

**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>49.4Bigha</i>
<i>Class Room</i>	<i>10 Nos</i>	<i>Nil</i>	<i>UGC &amp; 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>3,52,800/-</i>	<i>1,01,540</i>	<i>UGC</i>	<i>4,54,340/-</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>1848</i>	<i>2,38,048/-</i>	<i>902</i>	<i>2,46,409/-</i>	<i>2750</i>	<i>4,84,457/-</i>
<i>Reference Books</i>	<i>570</i>	<i>1,25,759/-</i>	<i>517</i>	<i>1,60,270/-</i>	<i>1087</i>	<i>2,86,029/-</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 &amp; 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>	11	Nil	Nil	Nil	Nil	7	3	1
<i>Added</i>	2	Nil	Nil	Nil	Nil	Nil	Nil	2
<i>Total</i>	13	Nil	Nil	Nil	Nil	7	3	3

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

<i>Internet service was provided in the college.</i>
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**4.6. Amount spent on maintenance in lakhs:**

<i>i) ICT</i>	<i>: Rs. 0.50 Lac.</i>
<i>ii) Campus infrastructure facilities</i>	<i>:Rs. 2 Lac.</i>
<i>iii) Equipments</i>	<i>:Rs. 1 Lac</i>
<i>iv) Others</i>	<i>:Rs. 0.50 Lac.</i>
<i>Total</i>	<i>Rs. 4.00 Lac</i>

**CRITERION –V**

**5. STUDENT SUPPORT AND PROGRESSION**

**5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

*The IQAC closely monitors the facilities available to the students. It also suggests the college authority to improve the facilities of sports, health & hygiene, hostels, library etc.*

**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**

UG	PG	Ph. D.	Others (+2)
512	Nil	Nil	Nil

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

(c) No. of international students : Nil

- Men : Nil
- Women : Nil

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
165	123	155	106	-	549	117	64	115	216	-	512

*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.*

- a) Organizes Career Counselling program*
- b) Regular class room counselling by the Teachers to the students*
- c) Latest information to the Students through the Student Support and Progression*

**5.7 Details of campus placement**

<b>On campus</b>			<b>Off Campus</b>
<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 enriching entrepreneurial work among women to develop their livelihood measures to proceed with men organizing by Women Cell*
- b) Women Cell organized one training program at Gosanibari Village for women empowerment*

**5.9 Students Activities**

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

- *State/ University level : 01*
- *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>117</i>	<i>3,93,480/-</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 follows the rules and regulations laid down by the State Government for recruitment of faculty members and staff.*

### 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. courses 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 Teacher's Welfare Fund
Non-teaching	Nowboicha College Teacher's Welfare Fund
Students	

### 6.5 Total corpus fund generated

About 18.4 Lacs

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
Academic	No	Govt. Auditor	No	No
Administrative	Yes	Govt. Auditor	No	No

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. The College Teachers have provided academic cooperation with feeding Higher Secondary Schools to attract the students.
- 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 students, literary competitions including Wall Magazine among different Departments are held.
- d. Meetings with the teachers-parents/guardians-students are conducted at regular intervals.

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

- a. The Teachers' Unit, Nowboicha College is a pioneering mechanism to provide financial assistance to the poor and meritorious students from this year.
- b. Most of the teachers financially help the poor and meritorious students at the time of admission and examination form fill up.
- c. To promote creativity, innovation and improving quality of the students, literary competitions including Wall Magazine among different Departments are organized.
- d. An NSS Camp was organized by the college at Ranganadi Janajati High School, Borgaya, Nowboicha on 12-08-2012. The members of the NSS rendered their services to renovate the building and the boundary fencing 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.
- e. On 29-08-2012, the college foundation day was observed.
- f. A medical camp was organized in collaboration with Nowboicha PHC and a local NGO on 17-09-2012. In the programme free medical check up and medicines were provided to the local people. Dr. Abdul Deori, SDMO of Nowboicha thirty bedded Hospital delivered a speech on the precautionary measures to be taken before and after flood.
- g. The construction of the Computer Lab of the College was started.
- h. A career counselling programme was organized on 26-09-2012. Resource persons from Sky International Academy delivered a speech on Air Hostess and Fashion Designing courses.
- i. The departments of Political Science and History, organized educational tours during this year.
- j. All the departments organized departmental seminars/group discussions.

**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 it, ii, iii)**

1. *The International Women's Day is celebrated by Women Cell of the college in collaboration with Deepjyoti SHG, at Perabhari of Nowboicha.*
2. *The World Environment Day is observed on 5<sup>th</sup> June' 2013 to bring environmental awareness by organising a talk on the Importance of conserving world environment.*

**7.4. Contribution to environmental awareness /protection**

1. *The World Environment Day is observed on 5<sup>th</sup> June' 2013 to bring environmental awareness by organising talk on the Importance of conserving world environment.*
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, Foundation Day, World Women's' Day, Gandhi Jayanti observed in the college.*

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 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:**

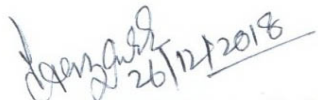

- a. *Students can study with minimal expenditure in comparison with the city colleges.*
- b. *Students have easy access to the college authority.*
- c. *Students have the opportunity to reap the benefit of generosity of teachers.*

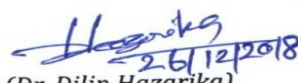
**THREAT:**

- 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 threat.*

**8. Plans of Institution for the next year:**

- a. *To establish a Book Club for extending intellectual pursuit.*
- b. *To renovate and beautify of College Campus.*
- c. *To provide college boundaries for plantation and overall protection.*
- d. *To develop Infrastructure of the college.*
- e. *To take initiative for development of women in the locality*
- f. *To establish Human Rights Education Centre in the college.*
- 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 promote Research Activities.*
- m. *To continue Career counselling to students in an updated manner.*
- n. *To encourage students to participate in inter college youth festival.*
- o. *To arrange National & Regional Seminars on current & burning issues.*
- p. *To intimate the teaching staff about Faculty Improvement Programmes.*
- q. *To arrange Community Service Programmes .*
- r. *To develop linkages with large scale Industries for placement .*
- s. *To take steps for Internal Resource Generation.*

  
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