

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
OF THE IQAC  
2013-14  
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>

**1.5 Accreditation Details:**

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

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

1.7 AQAR for the year : 2013-14

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
- v. AQAR (2009-2010) 26/12/2018
- vi. AQAR (2010-2011) 26/12/2018
- vii. AQAR (2011-2012) 26/12/2018
- viii. AQAR (2012-2013) 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

*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 IQAC has placed demand to the management committee for Canteen building and to provide wealthy food for students and employees of the college.*
- b. *In association with the Department of Education IQAC organised one institutional Level Seminar.*
- c. *IQAC organised Guardians Meet to gear up the academic environment in the college.*
- d. *IQAC collects Feed Back Report from the students to improve the teaching – learning environment in the college.*

**2.15 Plan of Action by IQAC/Outcome:**

**PLAN OF ACTIONS FOR THE YEAR:**

- a. *To introduce the new COC on Travel and Tourism, COC on Human Rights Education during the year.*
- b. *To undertake some social services/activities through NSS unit.*
- c. *To organise Tutorial Classes for needy students.*
- d. *To encourage the departments to conduct field study and its reports.*
- e. *To encourage all the departments for organising departmental Seminars on different contemporary issues.*
- f. *To provide incentive to meritorious students to make them more learning oriented.*
- g. *To construct three extended class rooms on the first floor of the new RCC building.*

**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. *Plantation programmes along with cleanness drives were organized.*
- e. *One MRP is going on of Mrs. C.R. Devi, Assistant Professor, Political Science.*

f. *The Departments of Education organized field study during the year and the students of the respective department prepared and submitted their field study reports to the respective department.*

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

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	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	1+1
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.: **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	15	Nil
Presented	Nil	05	Nil
Resource Persons	Nil	Nil	2

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

- Subscription of new Text Books & Reference books to the Central Library.
- Conduction of various debate, quiz, and group discussion among the students of different departments.
- Continuing Tutorial classes for the needy students.

2.7. Total number of actual teaching days :180 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	78	Nil	12.82	20.51	Nil	33.33

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

- a) It encourages the faculty members for effective teaching, learning and evaluation
- b) It attempts for regular feedback from the different stake holders of the college in order to improve the system
- c) It attempts to ensure remedial coaching 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.

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.	11	Nil	Nil	3
Technical Staff.	Nil	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:

- It encouraged the faculty members for Research & Extension activities.
- It encouraged the teachers for undertaking Minor & Major Research Projects from UGC, ICSSR and other funding agencies.
- It encouraged the departments to conduct research based field studies.
- 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	-	1	-	-
Outlay in Rs. Lakhs		0.15 lac	-	-

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	1	2 years	UGC	15.000	-
Interdisciplinary Projects	Nil	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil	Nil
Projects sponsored	Nil	Nil	Nil	Nil	Nil

<i>by the University/ College</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 : 03*
- 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>1</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:  
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
  - Scout & Guide : 02
  - NSS : 02
  - Any other : 03
- 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**
- a) Observation of 28<sup>th</sup> college Foundation Day on 29<sup>th</sup> August 2013
  - b) Two numbers of programmes of cleanliness held at college campus.
  - c) Free diabetes scanning camp under Red Ribbon Club (RRC) with the help of Nowboicha PHC, Lakhimpur on, 3<sup>rd</sup> September, 2013 on occasion of teachers day celebration
  - d) Five Days NSS Special Camp at Bamundoloni Gaon, Nowboicha.
  - e) Observation of International Women’s Day at Rohali High School, Nowboicha on 8<sup>th</sup> March 2014.
  - f) Awareness Programme on Health and Hygiene organised by Health & Hygiene Cell on 1<sup>st</sup> May 2014.
  - g) Organized a workshop on Girl Child protection and development on dated 24<sup>th</sup> January, 2014, under the banner of Woman Cell, Nowboicha College,
  - h) Organized a workshop on ‘Role of women in socio-economic development in rural areas’ on 28<sup>th</sup> March, 2014, under the banner of Woman Cell at Dighpukhuri LP School, Dighpukhuri.
  - i) A special talk on “Human Rights protection in the remote places of Garchiga” was organized on 19<sup>th</sup> April, 2014 at Garchiga High School under the banner of Human Rights Education. Dr. Sonaram Kalita, Associate Professor, Department of History, Panigaon OPD College has delivered special talk as a resource person.
  - j) Organized a workshop on ‘Organic Cultivation’ on dated 13 March, 2014 under the banner of Bird sanctuary committee, Satajan. Srijit. Narayan Baruah, Retrd. Professor in Economics of L.T.K. College was the resource person of the workshop.

**CRITERION-IV:****4. Infrastructure and Learning Resources****3.1 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>10 Nos</i>	<i>1</i>	<i>UGC &amp; State Govt.</i>	<i>11</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>2</i>	<i>4</i>	<i>UGC</i>	<i>6</i>
<i>Value of the equipments purchased during the year (Rs. In Lakhs )</i>	<i>4,54,340/-</i>	<i>10,18,000/-</i>	<i>UGC</i>	<i>14,72,340/-</i>
<i>Others</i>	<i>NIL</i>	<i>NIL</i>		<i>NIL</i>

**3.2** 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>2750</i>	<i>4,84,457/-</i>	<i>557</i>	<i>93,350/-</i>	<i>3307</i>	<i>5,77,807/-</i>
<i>Reference Books</i>	<i>1087</i>	<i>2,86,029/-</i>	<i>149</i>	<i>32,485/-</i>	<i>1236</i>	<i>3,18,514/-</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>	13	Nil	Nil	Nil	Nil	7	3	3
<i>Added</i>	10	10	Nil	Nil	Nil	Nil	Nil	Nil
<i>Total</i>	23	10	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.)**

*Internet service was provided in the college.*

**4.6. Amount spent on maintenance in lakhs:**

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

**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**

<i>UG</i>	<i>PG</i>	<i>Ph. D.</i>	<i>Others (+2)</i>
465	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>					
<b>General</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>Physically Challenged</b>	<b>Total</b>	<b>General</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>Physically Challenged</b>	<b>Total</b>
117	64	115	216	-	512	95	70	90	210	-	465

*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:**

- a. *The college has Students counseling and Guidance Cell and provides counseling to the students for upgrading their mindset to face various challenges of academic and personal life and thereby try to reduce any complexities among the students.*
- b. *Organized a workshop on ‘organic cultivation’ on dated 13 March, 2014 under the banner of Bird sanctuary committee, Satajan. Srijt. Narayan Baruah, Retrd. Professor in Economics of L.T.K. College was the resource person of the workshop.*
- c. *The Cell provides information regarding vacancies in government and non-government organization through advertisement in the notice board.*

**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**

- k) *Organized a workshop on Girl Child protection and development on dated 24<sup>th</sup> January, 2014, under the banner of Woman Cell, Nowboicha College,*
- l) *Organized a workshop on ‘Role of women in socio-economic development in rural areas’ on 28<sup>th</sup> March, 2014, under the banner of Woman Cell at Dighpukhuri LP School, Dighpukhuri.*
- m) *A special talk on “Human Rights protection in the remote places of Garchiga” was organized on 19<sup>th</sup> April, 2014 at Garchiga High School under the banner of Human Rights Education. Dr. Sonaram Kalita, Associate Professor, Department of History, Panigaon OPD College has delivered special talk as a resource person.*

**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* Nil *National level* Nil *International level* Nil

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>140</i>	<i>5,58,770/-</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

### 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 of staff and faculty members is monitored by the Principal. The different committees of the college like Governing Body, Academic Advisory Committee help to make the management of the administration smooth.*

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

### 6.3.1 Curriculum Development

*The curriculum of the institution is designed & developed by the affiliating university. The College has no autonomy in this regard.*

### 6.3.2 Teaching and Learning

*Various quality improvement strategies are adopted in the college especially in the field of teaching and learning to enhance the efficiency of faculty members. The following measures have been adopted :*

- (a) Teaching activities are planned as per the academic calendar of the college.*
- (b) Every department maintains a departmental course plan for every academic year.*
- (c) Students' feedback report is collected for improvement of teaching and learning process.*
- (d) Tutorial classes are conducted for slow learners.*
- (e) Organized departmental seminars, group discussions, work-shops, terminal and sessional examinations and field works.*
- (f) Maintained teacher's diary regularly as a means to measure the teacher's academic and other activities.*

### 6.3.3 Examination and Evaluation

*The college authority conducts all internal examination like unit test, terminal and session examinations as per the University guide lines. The college Academic Advisory Committee prepares annual academic calendar. The practice of continuous evaluation is adopted in the college for the benefit of the students.*

### 6.3.4 Research and Development

- The college does not have any research council similar to that of University. But the College has its own research committee to help the faculty members especially in the research oriented works and encourages them to undertake research activities including Ph. D., M.Phil, Minor & Major research projects.*
- Organised three national seminars.*
- Published three books which are a compilation of research papers presented by the participants.*

**6.3.5 Library, ICT and physical infrastructure/instrumentation**

- 1) *The library has sufficient number of texts as well as reference books & journals proportionate to the students of the college.*
- 2) *Provides separate reading room facilities for teachers and students in the Central Library.*
- 3) *Provides internet and Xerox facilities to the college members.*

**6.3.6 Human Resource Management**

- 1) *The College appoints sufficient and efficient teachers and non teaching staff in the college as per the guidelines of UGC and State government.*
- 2) *Encourages the teachers to participate in orientation and refresher programs.*
- 3) *The sufficient faculty is being provided with a reasonably well maintained functional office, departmental rooms, teachers common rooms, departmental and central library, reading room, canteen and parking facilities so that they can carry out their duties efficiently.*

**6.3.7 Faculty and staff recruitment**

*The college follows the rules and regulations laid down by the U.G.C. and 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. course is made on the basis of merit. In addition to the admission notification, detailed information is incorporated in College Prospectus. The Admission Committee fixes the norms of admission in consultation with college authority.*

**6.4 Welfare Schemes for**

<i>Teaching</i>	<i>Nowboicha College Teacher's Welfare Fund</i>
<i>Non- teaching</i>	<i>Nowboicha College Teacher's Welfare Fund</i>
<i>Students</i>	<i>Nil</i>

**6.5 Total corpus fund generated** 22.9 Lakh

**6.6 Whether annual financial audit has been done**    Yes √    No

**6.7. Whether Academic and Administrative Audit (AAA) has been done:**

<i>Audit Type</i>	<i>External</i>	<i>Internal</i>
<i>Academic</i>	<i>The academic and administrative audit of the institution is yet to be done but necessary steps are initiated to audit the academic and administrative matters.</i>	
<i>Administrative</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 is undertaking various steps to reform the examination system.*

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

*The university has been controlling the 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 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 has organized 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 initiative to support the whole staff as per their needs.*

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

- a. *The college is surrounded by sufficient trees which makes the campus eco-friendly.*
- b. *With a sole aim to make the student aware of the importance of trees, the NSS Unit and Social Service unit of the Students' Union have taken some strategies.*
- c. *World Environment Day on 5<sup>th</sup> June is observed and resource person Dr. Robin Saikia, Associate Professor, Department of pol. science has delivered a lecture on climate change, environmental degradation and human rights protection.*
- d. *An awareness programme on the consequences of Deforestation is observed on 14<sup>th</sup> June, 2014.*

## CRITERION VII

### 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. Provides computer Centre with 10 computers and internet connectivity.
- b. Polythene and Tobacco free campus.

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

- a. The construction work of Computer Lab is completed at the last part of 2014.
- b. The work of the field development (Earth Filling) is completed.
- c. Four class rooms and a practical laboratory, Departmental common room of Education Department are constructed during the year.
- d. Tutorial classes are arranged to provide help to slow learners.
- e. More Text and Reference Books are added in the Central Library.
- f. For healthy and hygienic water facilities a water filtration system was constructed and four water purifiers were installed at different places in the campus.
- g. A Career Counselling programme was organised by the Student Counselling and Guidance Cell on 15<sup>th</sup> February 2014 for the B.A.Final Year 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. Observation of International Women's Day at Rohali High School, Nowboicha on 8<sup>th</sup> March 2014.
2. World Environment Day on 5<sup>th</sup> June is observed and resource person Dr. Robin Saikia, Associate Professor, Department of pol. science has delivered a lecture on climate change, environmental degradation and human rights protection.

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

- |  |
|--|
| <ol style="list-style-type: none"><li>a. A special talk is organized on climate change, environmental degradation and human rights protection on 5<sup>th</sup> June 2014 under the initiative of Department of Environmental Study where Dr. Robin Saikia, Associate Professor, Department of pol. Science, POPD College delivered the talk.</li><li>b. Department of Environmental Study conducts a field work on deforestation and soil erosion at Gabharu-Tunijan areas of Karunabari Block in 2014.</li><li>c. To make aware about the environmental conservation and its importance on human well being, various posters are hanged at every trees of the campus under the initiatives of the NSS Unit of the college.</li></ol> |
|--|

**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 conducive and serene atmosphere suitable for study.
- b. Cordial relationships between the teachers and students have 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-educationally backward families*
- b. *Shortage of permanent faculty members in various departments.*
- c. *Inadequate Infrastructure.*
- d. *The educational base of most of the students is weak from the school level.*

**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.*

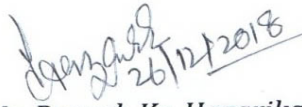

**THREAT:**

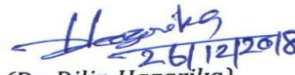
- a. *Poor economic condition, weak learning base at school level, prevailing poor educational environment & less scope for employment are some major threats.*

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

- a. *To open entrepreneurship development cell.*
- b. *To renovate and beautify the College Campus.*
- c. *To provide Special Coaching to students to prepare them for competitive examinations.*
- d. *To develop the infrastructure of the college.*
- e. *To continue Remedial Classes to slow learners.*
- f. *To add new reference books in the College Central Library.*
- g. *To introduce Career Oriented Courses.*
- h. *To make students computer literate.*
- i. *To promote Research Activities (Minor or Major Research Projects) on rural based problems, resources, aspects.*
- j. *To arrange Career Counselling to Students for self-employments.*
- k. *To promote Co- Curricular Activities like Games and sports, Cultural, literary Competitions.*
- l. *To arrange National and Regional Seminars on burning topics.*
- m. *To arrange Community Service Programmes.*

- n. To take initiative for Parent-Teacher Meeting at regular intervals.
- o. To generate Internal Resources.
- p. To develop Library Services and add new books, journals etc.
- q. To arrange awareness programmes in the catchment area.
- r. To construct Students' Recreation Centre.

  
(Mr. Pranab Kr. Hazarika)  
Coordinator IQAC  
Nowboicha College  
Doolahat-787 027, Lakhimpur,  
(Assam)  
 Coordinator  
IQAC  
Nowboicha College

  
(Dr. Dilip Hazarika)  
Chairperson, IQAC  
Nowboicha College  
Doolahat-787 027, Lakhimpur,  
(Assam)  
Chairman  
IQAC  
Nowboicha College