

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
OF THE IQAC  
2014-15  
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 : 2014-15

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
- ix. AQAR (2013-2014) 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       UGC 2(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

*Nil*

**2.14 Significant Activities and contribution made by IQAC**

- a. The IQAC held a meeting with the teaching staff, students and guardians for ascertaining a healthy academic environment in the college.*
- b. The IQAC held a meeting with the Teaching Staff and asked the faculty members to engage themselves in research & extension activities.*
- c. The IQAC held a meeting with the non-teaching staff of the college and suggested them to improve the functioning of the office work and maintain a clean atmosphere in the college.*
- d. The IQAC held a meeting with the Principal of the college and requested him to renovate and make physical developments to meet the growing demands of the students on priority basis.*

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

**PLAN OF ACTIONS FOR THE YEAR:**

- a. To provide recreational facilities through a permanent recreational centre.*
- b. More amenities including toilets for students.*
- c. To encourage students to participate in the different events organised by University, Government departments, Ministry etc.*
- d. To promote the Social Service activities under NSS Unit, Women Cell, Centre of Human Rights Education.*
- e. Field study to be conducted by various departments.*
- f. To organise National/State level seminar and workshops.*
- g. To develop the infrastructural facilities especially class rooms with smart boards to improve the TLM.*
- h. To introduce P.G. Courses under Krishna Kanta Handique Open University.*
- i. To provide pure drinking water facilities.*
- j. College has taken plan for organic linkage programme at feeding schools.*

**OUTCOME:**

- a. COC on Travel and Tourism during the year has started functioning
- b. Two toilets have been constructed: one for boys and one for girls.
- c. 40 NSS volunteers from the college represented the Rastriya Ekta Divas celebrated on 31<sup>st</sup> Oct 2014 at Tyagkhetra, North Lakhimpur. The NSS Unit also organised Swacha Bharat Abhijan Cleanliness drive at college campus on 25<sup>th</sup> & 26<sup>th</sup> June 2015.
- d. Field studies are conducted by Education, History, and Economics departments.
- e. A UGC sponsored National workshop has been organized by the IQAC, Nowboicha College on 12<sup>th</sup> June, 2015.
- f. P.G. Courses on Assamese and Pol. Science under KKH State Open University have been introduced.
- g. White Boards are installed in the classrooms of core courses.
- h. Pure drinking water facilities have been provided in the Campus.

**\*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 (+2)	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\* (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	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	29	Nil
Presented	Nil	10	Nil
Resource Persons	Nil	Nil	2

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

- Subscription of new text and reference books to the Central Library.
- Conduction of various debate, quiz, and group discussion among the students of different departments.
- Introduction of Tutorial classes

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	129	Nil	8.	25	56.25	82.29

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

- a) It encourages the faculty members to build a good and dynamic academic environment
- b) It attempts to collect regular feedback from the different stake holders of the college for the self assessment of the faculty members.
- c) It attempts for continuous evaluation of students through class test, unit test, terminal examination etc.
- d) IQAC convened special talk among the faculty members.

**2.13 Initiatives undertaken towards faculty Development:**

Faculty members are encouraged to participate in different refresher, orientation and other faculty development programs organized by the different Universities and Institutions. Faculty members are encouraged to engage themselves in research activities.

**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 undertaking Research like Ph. D.
- 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	Nil	Nil	Nil
Outlay in Rs. Lakhs	13,000/-	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	-	-	-	-	-
Minor Projects	1	2 years	UGC	-	0.13 Lac
Interdisciplinary Projects	Nil	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil	Nil
Projects sponsored by the University/	Nil	Nil	Nil	Nil	Nil

<i>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 : 1*
  - ii. Without ISBN No : Nil*
  - iii. Chapters in Edited Books : 04*
- 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 : 01
- 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
  - Scout & Guide :01
  - NSS :02
  - Any other :03
- 3.26 **Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility**
- a) The Women Cell organised a programme on “Witch hunting awareness programme” at Bharalua village on 05.08.2014.
  - b) The Women Cell of the college organized an awareness programme on “Health and Hygienic problems of girls in Adolescence” at Roudong on 01.09.2014. Dr. Abdul Deori was the resource person in the programme.
  - c) The Career and Counselling Cell arranged a talk on “Personality Development in Employment Generation” delivered by Dr. Guluk Dutta, Associate Professor, Department of Education, North Lakhimpur College (Autonomous) on 28<sup>th</sup> March, 2015.
  - d) International Women Day was observed at proposed Model Village Kowarpur No.2 on 08-03-2015 by the Women Cell of the college.
  - e) A workshop on ‘Importance of the Human Rights & Child Development’ was organized at Sonapur-Pukhuria High School on 16 May, 2015, organised by Centre for Human Rights Education of the College.
  - f) A UGC sponsored National Workshop has been organized by the IQAC of the college on the topic “Quality Improvement in Institutional Management System in Under Graduate Colleges in North-East India” on 12<sup>th</sup> June, 2015.

**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 G6vt.</i>	<i>49.4Bigha</i>
<i>Class Room</i>	<i>11 Nos</i>	<i>1</i>	<i>UGC &amp; State Govt.</i>	<i>12</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>6</i>	<i>1</i>	<i>UGC</i>	<i>2</i>
<i>Value of the equipments purchased during the year (Rs. In Lakhs )</i>	<i>14,72,340/-</i>	<i>1,71,925/-</i>	<i>UGC</i>	<i>16,44,265/-</i>
<i>Others</i>	<i>ACADEMIC-A</i>	<i>RCC-1</i>	<i>UGC</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>3307</i>	<i>5,77,807/-</i>	<i>061</i>	<i>25,132/-</i>	<i>3368</i>	<i>6,02,939/-</i>
<i>Reference Books</i>	<i>1236</i>	<i>3,18,514/-</i>	<i>362</i>	<i>2,58,483/-</i>	<i>1598</i>	<i>5,76,997/-</i>
<i>E-Books</i>	<i>-</i>	<i>-</i>				
<i>Journal</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>	23	10	Nil	Nil	Nil	7	3	3
<i>Added</i>	2	Nil	1	Nil	Nil	Nil	Nil	1
<i>Total</i>	25	10	1	Nil	Nil	7	3	4

**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. 0.50 Lac.</i>
<i>iii) Equipments</i>	<i>:Rs. 3,43,580/-</i>
<i>iv) Others</i>	<i>:Rs. 0.20 Lac.</i>
<i>Total</i>	<i>Rs. 4,63,580/-</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**

<i>UG</i>	<i>PG</i>	<i>Ph. D.</i>	<i>Others (+2)</i>
483	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>
95	70	90	210	-	465	141	90	97	155	-	483

*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. *Md. Ashabur Rahman was invited by the Career Counseling Cell who delivered a lecture on Personality Development in Employment Generation on 07-08-2014.*
- b. *Four Students of the College participated in the National Workshop on Soft Skills and Personality Development organized jointly with Rajiv Gandhi National Institute of Youth-led Development programme (YDP) in Higher Education Institutions in consonance with the National youth policy 2014 at LTK College on 23<sup>rd</sup> & 24<sup>th</sup> January, 2015.*
- c. *Three students (Manash Kalita, Mintu Upadhyaya and Gopal Borah) from the college participated in the National Service Scheme Mega Camp 2015 held at Majuli College, Majuli and Dibrugarh University, Dibrugarh Assam organized by NSS Regional Centre, Guwahati and Dibrugarh University, Dibrugarh on 19-01-2015 to 30-01-2015.*

**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. *The Women Cell of the college organized an awareness programme on “Health and Hygienic problems of girls in Adolescence” at Roudong on 01.09.2014. Dr. Abdul Deori was the resource person in the programme.*
- b. *International Women Day was observed at proposed Model Village Kowarpur No. 2 on 08-03-2015 by the Women Cell of the college in which awareness was provided to the women of the village for health and sanitation.*

**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>08</i>	<i>21,920/-</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 staff and faculty attendance is monitored by the Principal. A healthy coordination is there among the different committees, the Governing Body and Academic Advisory Committee of the college for smooth management of the administration.*

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

### 6.3.1 Curriculum Development

*The curriculum is designed & developed by Dibrugarh University, Assam. The College does not have the autonomy in the curriculum development.*

### 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 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 the IQAC to undertake tutorial and remedial classes.*
- (d) To improve the learning and teaching habits, departmental seminars, group discussion, work-shops are being organized regularly.*
- (e) To reduce the drop outs, the IQAC tries to improve the student attendance in the classes.*

### 6.3.3 Examination and Evaluation

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

### 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 to encourage them to undertake research activities including Ph. D., M.Phil, Minor & Major projects.*

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

*The library has a good number of books & journals for the students of the college. ICT facilities are 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 affiliating 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 supreme 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 supplement 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 and UGC for recruitment of faculty and staff members.*

**6.3.8 Industry Interaction/Collaboration**

*The entire district of Lakhimpur is industrially on back foot. There is neither large nor medium scale industry 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**

<i>Teaching</i>	<i>Nowboicha College Teachers' Welfare Fund</i>
<i>Non- teaching</i>	<i>Nowboicha College Teachers' Welfare Fund</i>
<i>Students</i>	

6.5 Total corpus fund generated About 29.10 lakhs

6.6 Whether annual financial audit has been done      Yes √      No  

6.7. Whether Academic and Administrative Audit (AAA) have been done: *Academic and administrative audit have not been conducted so far. But process is undertaken to do the same in the next academic session.*

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 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 IQAC 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 to support staff as per their needs.*

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

- a. *The NSS Unit and Social Service unit of the Students' Union regularly undertake plantation programmes in and outside the college campus in association with the Forest Department to make the campus eco-friendly. World Environment Day is observed each year to make the students aware of the importance of Environment.*

## 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. *Book Club is established in the College under Innovative measure committee for the greater interest of poor students.*
- b. *All the Faculty members maintain their daily activities in the Teachers' Diary.*

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

- a. *All the departments organized departmental seminars/group discussions.*
- b. *Proposals for National Seminar and Workshop from the Departments of Assamese, Education, Philosophy and Sociology & Economics in collaboration with the IQAC have been submitted on 30<sup>th</sup> July, 2014.*
- c. *The college teachers have been doing classes at the feeding schools.*
- d. *A medical camp was organised by Health and Hygienic Committee on 29<sup>th</sup> August, 2014 at Model village.*
- e. *From the college authority a flood relief camp was organised in the major flood affected areas at the Ranganadi river banks.*
- f. *The Women Cell of the college organized an awareness programme on "Health and Hygienic problems of girls in Adolescence" at Roudong on 01.09.2014. Dr. Abdul Deori was the resource person in the programme.*
- g. *The student of the college visited Satajan bird sanctuary to raise demand for the protection of birds as a natural beauty.*
- h. *Joint Meeting among Governing Body, Teachers' Unit, Employees and Students Organized by IQAC on 6<sup>th</sup> January, 2015.*
- i. *Republic Day special Debating Competition among Students was Organized by the IQAC in collaboration with Debate & Symposium Department of NCSU on 25<sup>th</sup> January, 2015*
- j. *International Women Day was observed at proposed Model Village Kowarpur No. 2 on 08-03-2015 by the Women Cell of the college in which awareness was provided to the women of the village for health and sanitation.*
- k. *The Career and Counselling Cell arranged a talk on "Personality Development in Employment Generation" delivered by Dr. Guluk Dutta, Associate Professor, Department of Education, North Lakhimpur College (Autonomous) on 28<sup>th</sup> March, 2015.*
- l. *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.*

- m. A workshop on 'Importance of the Human Rights & Child Development' was organized at Sonapur-Pukhuria High School on 16 May, 2015, organised by Centre for Human Rights Education of the College.
- n. The college observes the 'World Environmental Day' on 5<sup>th</sup> June, 2015. The department of History organized a talk on "The contribution of Ashok the Great for Conservation of Environment" to make the students understand the importance and gravity of the environmental problems.
- o. A UGC sponsored National Workshop has been organized by the IQAC of the college on the topic "Quality Improvement in Institutional Management System in Under Graduate Colleges in North-East India" on 12<sup>th</sup> June, 2015.
- p. During the assessment year the college has taken necessary action for the earth filling of the college campus.
- q. Tutorial classes are managed for poor and needy 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)**

- a. The college observes the 'World Environmental Day' on 5<sup>th</sup> June, 2015. the department of History organized a talk on "The contribution of Ashok the Great for Conservation of Environment" to make the students understand the importance and gravity of the environmental problems.
- b. Students are encouraged to participate in plantation and cleanliness programme by organizing competitions in Functions like the College Establishment Day, College Sports Week.

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

- a. The college observes the 'World Environmental Day' on 5<sup>th</sup> June, 2015. the department of History organized a talk on "The contribution of Ashok the Great for Conservation of Environment" to make the students understand the importance and gravity of the environmental problems
- b. To make aware about environmental conservation and its importance in human well being various posters are hanged at every trees of college campus under the initiatives of NSS Unit of 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. All the teachers play 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. *Students can study with minimal expenditure in comparison with the city based colleges.*
- b. *Students have easy access to the college authority.*
- c. *Students' have the opportunity to reap the benefit of generosity of teachers.*

**THREAT:**

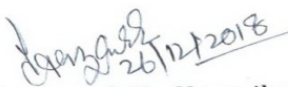

- a. *Poor economic condition, weak learning base at school level, prevailing poor educational environment, less scope for employment leading to poor & irregular attendance of the students in the college is a major threat.*


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

- a. *To open Anti-Ragging and Sexual Harassment Committee.*
- b. *To renovate and beautify of College Campus.*
- c. *To provide Special Coaching for students to prepare them for competitive examinations.*
- d. *To develop the infrastructure of the college.*
- e. *To add new reference books in the College Central Library.*
- f. *To promote Research Activities (Minor or Major Research Projects) on rural based problems, resources and aspects.*
- g. *To arrange Career counselling for self-employment.*
- h. *To promote Co-Curricular Activities like Games and sports, Cultural, literary Competitions.*
- i. *To arrange National, Regional Seminars on different topics.*
- j. *To arrange Faculty Improvement Programmes for teaching staff.*
- k. *To arrange Community Service Programmes.*
- l. *To take initiative for Guardians -Teacher Meets at regular intervals.*



- m. To develop linkages with National, International, Academic and Research bodies.
- n. To develop Library Services and add new books, journals etc.
- o. To improve the activities of the Guidance and Counselling Cell.
- p. To arrange awareness programmes in the catchment area.

  
26/12/2018  
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