

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)
OF THE IQAC
2015-16
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	:	919435663909 / 8638211139
	Name of the IQAC Coordinator:		MR. PRANAB KUMAR HAZARIKA
	Mobile	:	9864696533
	IQAC e-mail	:	iqacnc18@gmail.com
1.3	NAAC Track ID	:	ASCOGN11995
1.4	Website address	:	www.nowboichacollege.ac.in
	Web link of the AQAR	:	www.nowboichacollege.ac.in

1.5 Accreditation Details:

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

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

1.7 AQAR for the year : 2015-16

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
- x. AQAR(2014-2015) 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 No

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, Rs. 3 Lac**

2.13 Seminar/Conference (only quality related)

(i) No. of seminar/Conference/Workshop/Symposia organized by IQAC
Different departments, college library have organized the following National /Local Level Seminars in the college in association with IQAC:

- a. *A UGC Sponsored National Level Seminar on the topic “Quality Improvement of Higher Education in North-Eastern Region of India in 21st Century of India: Issues and Challenges” is organised by the department of Education of the college in collaboration with ACTA, Lakhimpur Zone on 14th Oct, 2015.*

2.14 Significant Activities and contribution made by IQAC

- a. *The IQAC has organized the meetings with Teaching Staff, Students, Alumni and Guardians and Parents for maintaining a smooth academic environment in the college.*
- b. *Observation of Independence Day by the College Authority with IQAC.*
- c. *UGC Sponsored National Seminar on quality Improvement of Higher Education in North-East Region of India in 21st Century: Issues and Challenges is organized by the Department of Education in collaboration with ACTA, Lakhimpur Zone on 14th October, 2015.*
- d. *Observation of International Women’s Day is organized by Department of History and Department of Pol. Science.*
- e. *Other academic programs like departmental seminars, symposia etc. were monitored by the IQAC.*

2.15 Plan of Action by IQAC/Outcome:

PLAN OF ACTIONS FOR THE YEAR:

- a. *To construct Car and Bike Stand for the employees of the college.*
- b. *For Develop a Flower garden for beautification of the campus.*
- c. *To put demand for increasing new text and reference books in library.*
- d. *To complete the construction of Indoor Stadium early.*
- e. *To conduct regular meetings of IQAC with different stakeholders.*
- f. *To hold joint meetings with Teachers’ Unit for the improvement of teaching-learning process.*
- g. *To encourage the teachers for undertaking research and extension activities.*
- h. *To encourage the students for their all-round development.*
- i. *To carry on extension activities for the greater interest of the local society &community*
- j. *To organize career awareness programmes for the B.A. Final year students.*

OUTCOME:

- a. *IQAC organized two meetings with the teacher & employees and students of the college.*
- b. *Construction of a Car and a Bike stand has been completed during the year.*
- c. *A flower garden has been developed by the college authority.*

- d. 435 new reference and text books are added to the college library during the year
- e. Construction of Indoor Stadium is going on.
- f. Two UGC-MRPs are going on in this year.
- g. A Creative writing competition is organized by IQAC with cooperation of Teachers' Unit of the college on 25th August, 2015.
- h. UGC Sponsored National Seminar on quality Improvement of Higher Education in North-East Region of India in 21st Century: Issues and Challenges is organized by the Department of Education in collaboration with ACTA, Lakhimpur Zone on 14th October, 2015.
- i. Department of Education published an ISBN book with the initiation of IQAC on the Seminar Proceedings of the UGC Sponsored National Seminar held on 14th October, 2015.
- j. The proposal of Multi-Gym building submitted by the college has been sanctioned by UGC on 16-03-2016.
- k. NSS Unit has organized Special Camping Program along with normal social activities in the catchment area, NSS Unit has also selected No. 2 Konwarpur Village.
- l. A career awareness programme is organized by the Students' Counselling and Guidance Cell of the college.
- m. IQAC has organized a workshop on 'Introduction of CBCS in Degree Programme' on 29th April, 2016 for the teachers of the college.

***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 (KKHSOU)	1	Nil	Nil	Nil
Total	2	Nil	Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	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

TEACHING, LEARNING AND EVALUATION

2.1. Total No. Of Permanent faculty:

Total	Asstt. Professors	Associate Professors	Professors	Others
27	6	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: **10 (Contractual Faculty)**

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State Level
Attended	Nil	12	Nil
Presented	Nil	15	Nil
Resource Persons	Nil	Nil	2

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

- a. Subscription of new Books (Text and Reference) to the Central Library
- b. Conduction of various debate, quiz, and group discussion among the students of different departments.
- c. Introduction of Tutorial & Remedial classes

2.7. **Total number of actual teaching days** :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):**

The examination/evaluation reforms are handled by the affiliating university. 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 : 80%

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	113	Nil	19.47	29.20	35.39	59.29

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

- a) It encourages the teachers 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 classes for slow learners through the departments.
- 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 are encouraged to participate in different refresher, orientation and other faculty development programs organized by the different Universities and Institutions. Teachers are also encouraged to undertake 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(Computer)	2	Nil	Nil	1

CRITERION-III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution.

- i) Encourage the faculty members to carry out M. Phil/ Ph. D research works as well as Research projects.
- ii) Encourage the departments to conduct research studies on different local issues.
- iii) Faculty members have been encouraged to publish research papers in the reputed journals and books.
- iv) Attempt has been made to publish ISBN edited Books under the College Publication Board.

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	2	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	---	01
Non-Peer Review Journals	---	---	---
e-Journals	----	---	---
Conference proceedings	--	----	08

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	2 Ongoing	02 years	UGC	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>	<i>2 Ongoing</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>

3.7. No. of Books published

- i. With ISBN No : 06*
- ii. Without ISBN No : Nil*
- iii. Chapters in Edited Books : 3*

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

<i>Level</i>	<i>International</i>	<i>National</i>	<i>State</i>	<i>University</i>	<i>College</i>
<i>Number</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>
<i>Sponsoring agencies</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>	<i>Nil</i>

3.12 No. of faculty served as experts, chairpersons or resource persons : 05

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:* : 40
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 : 13

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* : 01

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- a) *Organized a General Meeting among teachers and guardians on 5th August.*
- b) *Observation of Independence day on 15th August by the college authority and IQAC*
- c) *A Creative writing competition is organized by IQAC with cooperation of Teachers' Unit of the college on 25th August, 2015.*
- d) *UGC Sponsored National Seminar on quality Improvement of Higher Education in North-East Region of India in 21st Century: Issues and Challenges is organized by the Department of Education in collaboration with ACTA, Lakhimpur Zone on 14th October, 2015.*

- e) *A Creative writing competition is organized by IQAC with the cooperation of Teachers' Unit of the college on 19th September, 2015.*
- f) *Organized a UGC Sponsored National Seminar by the department of education of the college on 14th October, 2015.*
- g) *UGC Sponsored National Seminar on quality Improvement of Higher Education in North-East Region of India in 21st Century: Issues and Challenges is organized by the Department of Education in collaboration with ACTA, Lakhimpur Zone on 14th October, 2015.*
- h) *Observation of International Women's Day by the Department of History and Pol. Science on 8th March, 2016.*
- i) *Department of Education published an ISBN book with the initiation of IQAC on the Seminar Papers of the UGC Sponsored National Seminar held on 14th October, 2015 during the year.*
- j) *A Career Counselling programme was organised by the Student counselling and Guidance Cell on 19th march 2016.*
- k) *A programme on Women Empowerment was organized by IQAC in collaboration with Lekhika Samaroh of Nowboicha on 23rd April, 2016.*
- l) *A gender sensitization program was held along with the observance of International Women day on 8th march, 2016 in the College in collaboration with Assam College Teacher Association. Mrs. Minakshi Gohain Boruah , Senior Advocate delivered a lecture on Domestic Violence Act. Dr. Suresh Dutta, Principal, Panigaon OPD College highlighted on Gender Gap in the line of Social Development Goals of UNO. Mr. Khagen Mohan, District Social Welfare Officer has focused on various government programs to bridge the gender gap.*
- m) *Construction of car and bike stand is completed during the session.*
- n) *IQAC has organized a workshop on 'Introduction of CBCS in Degree Programme' on 29th April, 2016 for the teachers of the college.*
- o) *An AIDS awareness programme is organized by the RED-RIBBON Club of college on 24th September, 2015.*

CRITERION-IV:**3 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>12 Nos</i>	<i>Nil</i>	<i>UGC & 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>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>16,44,265/-</i>	<i>Nil</i>	<i>UGC</i>	<i>16,44,265/-</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>3368</i>	<i>6,02,939/-</i>	<i>379</i>	<i>108410/-</i>	<i>3747</i>	<i>711349/-</i>
<i>Reference Books</i>	<i>1598</i>	<i>5,76,997/-</i>	<i>56</i>	<i>12098/-</i>	<i>1654</i>	<i>589095/-</i>
<i>E-Books</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Journal</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>E-Journal</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Digital Database</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>CD & Video</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Others (specify)</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centre	Office	Departments	Others
<i>Existing</i>	25	10	1	Nil	Nil	7	3	4
<i>Added</i>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
<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.)

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

1) The IQAC conducts induction program in the beginning of the academic session making aware the students about the courses and other facilities available in the college.
 2) The IQAC attempts to provide the student related information like library, book club, about the different study centres, sports, examination etc. in the admission prospectus every year
 3) The campus facilities are made available in the master plan.
 4) College informations are also available in the college website.

5.2 Effort made by the institution for tracking the progression

Unit tests and Sessional examination are held as per the academic calendar of the college. The departments have regularly organized seminar and group discussion. Field work and education tour have also been conducted engaging the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (+2)
550	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
141	90	97	155	-	483	68	125	142	215	-	550

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. 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. A Career Counseling cum Personality and Leadership Development programme was held on 19th March, 2016. Mr. Utpal Kalita, Associate Professor, department of English, LOKD College, Dhekiajuli took part as resource person.

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

a) A gender sensitization program was held along with the observance of International Women day on 8th march, 2016 in the College in collaboration with Assam College Teacher Association. Mrs. Minakshi Gohain Boruah , Senior Advocate delivered a lecture on Domestic Violence Act. Dr. Suresh Dutta, Principal, Panigaon OPD College highlighted on Gender Gap in the line of Social Development Goals of UNO. Mr. Khagen Mohan, District Social Welfare Officer has focused on various government programs to bridge the gender gap.

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>142</i>	<i>4,70,460/-</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 received.*

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 close coordination is there in the college among the different committees including governing body 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 the 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 deptt. formulates and implements its own teaching plans effectively.*
- (c) Faculty members are instructed by the college authority in support of IQAC to undertake tutorial classes.*
- (d) To improve the learning and teaching habits, departmental seminars, group discussion, work-shops are being organized regularly.*
- (e) IQAC tries to improve the student attendance in the classes in order to reduce the drop out ratio.*

6.3.3 Examination and Evaluation

The college authority conducts all internal examinations 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 committees 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. ICT facilities are available in the college. Reading room 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 are neither large nor medium scale industries in the district. Instead of this dearth, the college has undertaken various steps to make an interaction with local SSI units as well as government departments like social forestry, agriculture, industry, SIRD etc. to promote industry.

6.3.9 Admission of students

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

6.4 Welfare Schemes for

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

6.5 Total corpus fund generated

About 37.10 Lacs

6.6 Whether annual financial audit has been done

Yes No

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

Process initiated to conduct the academic and administrative audit taking the external experts during the current 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 meeting 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 for support the 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 Student' Union have regularly undertaken the plantation program in and outside the college in association with the forest department.*
- b. *Several Dust-Bins has been provided in the campus for making the college campus eco-friendly.*
- c. *World Environment Day is observed on 5th June every year engaging the students in order to make the campus eco-friendly.*

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. *Open Book Examination system is exercised by the department of Education among Major Course students.*
- b. *Office Automation system has been installed in the college for smooth functioning of the administration*

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

- a. *Construction of Car & Bike Stand during the year.*
- b. *Construction of Water Reservoir has been completed.*
- c. *435 Reference Books and Text Books has been added to the central Library.*
- d. *NSS Unit has organized Special Camping Program along with normal social activities "Swacha Bharat Abhiyan" in the catchment area, specially in Konwarpur village No. 1 .*
- e. *Organized a UGC Sponsored National Seminar by the department of Education of the college on 14th October, 2015.*
- f. *Department of Education published an ISBN book with the initiation of IQAC on the Seminar Proceedings of the UGC Sponsored National Seminar held on 14th October, 2015 during the year.*
- g. *IQAC has organized a workshop on 'Introduction of CBCS in Degree Programme' on 30th April, 2016.*
- h. *A Career Awareness Programme and Personality Development Programme was organized by the Students' Counselling and Guidance Cell on 19th March 2016. Mr. Utpal Kalita, Associate Professor, Department of English of LOKD College took part as resource person.*

7.4. Contribution to environmental awareness /protection

- a. *The college observes the 'World Environmental Day' on 5th June, every year in order to aware the students about the importance of environment degradation.*
- b. *College organizes Plantation and Campus cleanliness program within and outside the college campus.*

7.5 Whether environmental audit was conducted? Yes

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

STRENGTH:

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

WEAKNESS:

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

OPPORTUNITY:

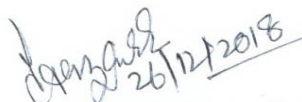
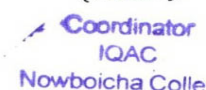
- a. Students can study with minimal expenditure in comparison with the city colleges.
- b. Students have easy access to the college authority.
- c. Students have the opportunity to reap the benefit of generosity of teachers.

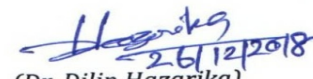
THREAT:

- 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 treat.

8. Plans of Institution for the next year:

- a. To renovate and beautify the College Campus.
- b. To construct more class rooms and separate departmental rooms.
- c. To make more students computer literate.
- d. To promote Research Activities (Minor or Major Research Projects).
- e. To promote Co-Curricular Activities like Games and sports, Cultural, literary Competitions.
- f. To arrange national and regional seminars on different issues.
- g. To arrange Faculty Improvement Programmes for teaching staff.
- h. To arrange Community Service Programmes.
- i. To generate Internal Resources
- j. To add new well equipped Reading Room and books, journals etc at central library.
- k. To develop the Play Ground.


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