

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)
OF THE IQAC
2017-18
NOWBOICHA COLLEGE, DOOLAHAT-787027
LAKHIMPUR, ASSAM
Part-A**

1. Details of the Institution

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

1.11	Name of the Affiliating University (for the college)	<input type="text" value="Dibrugarh University"/>	
1.12.	Special status conferred be central/state government— <i>UGC/CSIR/DST/DBT/ICMR etc</i>	<input type="text" value="Dibrugarh University"/>	
	<i>Autonomous by State Central/Central Govt/University</i>		
	<i>University with potential for Excellence</i>	<input type="text" value="No"/>	UGC-CPE <input type="text" value="No"/>
	<i>DST star Scheme</i>	<input type="text" value="No"/>	UGC CE <input type="text" value="No"/>
	<i>UGC Special Assistance Programme</i>	<input type="text" value="No"/>	DST-FISH <input type="text" value="No"/>
	<i>UGC Innovative PG Programme</i>	<input type="text" value="No"/>	Any Others <input type="text" value="No"/>
	<i>UGC-COP Programme</i>	<input type="text" value="Yes"/>	

2.1 IQAC Composition and Activities

2.1	No. of Teachers	<input type="text" value="6"/>
2.2	No. of Administration/Technical Staff	<input type="text" value="1"/>
2.3	No. of Students	<input type="text" value="1"/>
2.4	No. of Management representatives	<input type="text" value="1"/>
2.5	No. of Alumni	<input type="text" value="1"/>
2.6	No. of any other stakeholder and Community representatives	<input type="text" value="1"/>
2.7	No. of Employers/ industrialists	<input type="text" value="1"/>
2.8	No of other External Experts	<input type="text" value="1"/>
2.9	Total No. members	<input type="text" value="13"/>
2.10	No. of IQAC meeting held	<input type="text" value="2"/>
2.11	No. of meeting with various stakeholders:	Faculty <input type="text" value="2"/> Non-teaching staff <input type="text" value="2"/>
	Students <input type="text" value="1"/> Alumina <input type="text" value="1"/> Others <input type="text" value="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

ENTREPRENEURSHIP AND ECONOMIC DEVELOPMENT: ISSUES AND CHALLENGES

2.14 Significant Activities and contribution made by IQAC

- a. The IQAC submits the plan of action to the Management Committee of the College for improvement of the academic and literary development.*
- b. The IQAC took various steps on academic excellence, research & extension activities keeping a close link with the previous years.*
- c. The IQAC proposed the college authority to laydown a statue of honourable founder principal Late Jitendra Kumar Bhuyan. Accordingly the college authority unveiled the statue of honourable founder principal Late Jitendra Kumar Bhuyan on 8th September, 2017*

2.15 Plan of Action by IQAC/Outcome:

PLAN OF ACTIONS FOR THE YEAR:

- a. IQAC will conduct regular meetings for inter-management of committees.*
- b. To hold joint meetings with Teachers' Unit for the improvement of teaching-learning process.*
- c. To encourage the teachers for undertaking research activities.*
- d. To organize some students support activities.*
- e. To encourage the students for their all-round development.*
- f. To carry on extension activities for the greater interest of the local society & community.*
- g. Separate Urinal to be provided for the College.*
- h. IQAC has decided for arranging regular literary programme.*
- i. To organize Career Counselling Programme for the B.A. Final Year Students of the college.*

OUTCOME:

- a. Five meetings of IQAC were held during the year.*
- b. One joint meeting with Teachers Unit were held to discuss how to improve the quality in teaching along with guardian.*
- c. As per the decision of the meetings tutorial classes were introduced.*
- d. Plantation programmes along with cleanliness drives were organized in the college campus under NSS Unit.*

- e. *The Departments of Assamese, Political Science, History, Education and Economics organized educational tours and field study during the year.*
- f. *The construction of Boundary wall was completed as per the recommendation of IQAC.*
- g. *The renovation of the old building was completed as per the recommendation of IQAC.*
- h. *A Flood relief camp was organized at flood affected areas of South Nowboicha by the Nowboicha College family on 15th July 2017.*
- i. *The entire college family organised a farewell programme of Mr. Kumud Saikia, Asstt. Prof, department of Philosophy on 4th August, 2017.*
- j. *The Women Cell organised a programme on “Women empowerment problem and remedies in rural areas” at Kalakhowa High School on 05.08.2017.*
- k. *New Digital cum Virtual classroom with toilet and running water facilities was inaugurated on 8th September, 2017.*
- l. *Observe the Shilpi Divas at adopted village Kuwarpur No.2 on 17th January, 2018 organised by Women Cell, Nowboicha College.*
- m. *National Voters’ Day celebration was organised in the college campus by the Debate Organising Committee on 25th January, 2018.*
- n. *A Social Service Camp was organised by the department of Social Service, NCSU on 5th February, 2018.*
- o. *The Legal Literacy Club was formed in the college campus with the help of District Legal Cell, North Lakhimpur on 15th February, 2018.*
- p. *The Prime Minister’s Live Programme on “Examination Stress” was telecasted in the college digital class room on 16th February, 2018 for the greater benefit of the students of the college.*
- q. *International Mother language day was observed by the Department of Assamese on 21st February, 2018.*
- r. *A Career Counselling Programme was organized for the B.A. Final Year Students of the college on 24th March 2018.*
- s. *International Women’ Day was observed at proposed Model Village Kowarpur No.2 on 08-03-2015.*
- t. *A Parents-Teachers Meet was organised by the IQAC in the college auditorium on 10th march, 2018.*
- u. *A workshop on CBCS was organised by the IQAC on 21st April, 2018 in the college digital classroom.*
- v. *A workshop on the ‘Importance of the Human Rights & Child Development’ is observed at Sonapur-Pukhuria High School on 10 May, 2018, organised by Centre for Human Rights Education of the College.*
- w. *A Parents-Teachers Meet was organised by the IQAC in the college auditorium on 19th June, 2018.*
- x. *Kola Guru Bishnu Prasad Rabha Divas was celebrated in the college by the Women Cell of the college on 20th June, 2018.*
- y. *Fourth International Yoga Day was celebrated in the college campus by the IQAC, Nowboicha College Yoga Center on 21st June, 2018.*

****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)

Students Alumni Parents Employers

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.

<i>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.</i>

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.: 1

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	11	Nil
Presented	Nil	11	Nil
Resource Persons	Nil	Nil	Nil

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

- Subscription of new Books & Journals to the Central Library
- Conduction of various debate, quiz, and group discussion among the students of different departments.
- continuation of Tutorial classes

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

2.8. Examination/Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions):

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

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	96	Nil	1.04	25	56.25	82.29

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, Sessional 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 taking Research Works 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	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4 Details on research publications

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

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

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

Nature of the Project	Number of project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-	-
Minor Projects	Nil	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil	Nil

<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 : 09*
- 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 : Nil
(Newly enrolled + existing ones)JRF/SR /Project Fellows/ Any other
- 3.21 No. of students Participated in NSS events: : Nil
University level /State level /National level /International level : Nil
- 3.22 No. of students participated in NCC events:
University level / State level/National level /International level :Nil
- 3.23 No. of Awards won in NSS:
University level/ State level/National level /International level :Nil
- 3.24 No. of Awards won in NCC:
University level /State level/National level / International level :Nil
- 3.25 No. of Extension activities organized
- University forum :Nil
 - College forum :01
 - NCC :01
 - NSS :01
 - Any other :03

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

- a. A Flood relief camp was organized at flood affected areas of South Nowboicha by the Nowboicha College family on 15th July 2017.
- b. The entire college family organised a farewell programme of Mr. Kumud Saikia, Asstt. Prof, department of Philosophy on 4th August, 2017.
- b) The Women Cell organised a programme on “Women empowerment problem and remedies in rural areas” at Kalakhowa High School on 05.08.2017.
- c) A career awareness programme was organised by the Students’ Counselling & Guidance Cell and delivered a lecture by Mr Dharmendra Upadhyaya, Associate Professor in Philosophy for the BA final year students on 24th March, 2018.
- d) New digital cum virtual classroom with toilet and running water facilities was inaugurated on 8th September, 2017.
- e) The college authority unveiled the statue of honourable founder principal Late Jitendra Kumar Bhuyan on 8th September, 2017.
- f) A UGC sponsored National Seminar was organised on 9th September by the Departments of Sociology and Economics on the topic “Entrepreneurship and Economic Development: Issues and Challenges” in collaboration with Netaji Club, Doolahat, Nowboicha.
- g) Observe the Shilpi Divas at adopted village Kuwarpur No.2 on 17th January, 2018 organised by Women Cell, Nowboicha College.
- h) National Voters’ Day celebration was organised in the college campus by the Debate Organising Committee on 25th January, 2018.
- i) A Social Service Camp was organised by the department of Social Service, NCSU on 5th February, 2018.

- j) *The Legal Literacy Club was formed in the college campus with the help of District Legal Cell, North Lakhimpur on 15th February, 2018.*
- k) *The Prime Minister’s Live Programme on “Examination Stress” was telecasted in the college digital class room on 16th February, 2018 for the greater benefit of the students of the college.*
- l) *International Mother language day was observed by the Department of Assamese on 21st February, 2018.*
- m) *A Parents-Teachers Meet was organised by the IQAC in the college auditorium on 10th march, 2018.*
- n) *A workshop on CBCS was organised by the IQAC on 21st April, 2018 in the college digital classroom.*
- o) *A workshop on the ‘Importance of the Human Rights & Child Development’ is observed at Sonapur-Pukhuria High School on 10 May, 2018, organised by Centre for Human Rights Education of the College.*
- p) *A Parents-Teachers Meet was organised by the IQAC in the college auditorium on 19th June, 2018.*
- q) *Kola Guru Bishnu Prasad Rabha Divas was celebrated in the college by the Women Cell of the college on 20th June, 2018.*
- r) *Fourth International Yoga Day was celebrated in the college campus by the IQAC, Nowboicha College Yoga Centre on 21st June, 2018.*

CRITERION-IV:**4. Infrastructure and Learning Resources****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>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>18,04,265/-</i>	<i>1,40,900/-</i>	<i>UGC</i>	<i>19,45,165/-</i>
<i>Others</i>	<i>Multi-gymnasium</i>	<i>RCC-1</i>	<i>UGC</i>	<i>-</i>

3.1 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>3806</i>	<i>723929/-</i>	<i>211</i>	<i>141096/-</i>	<i>4017</i>	<i>865025/-</i>
<i>Reference Books</i>	<i>1654</i>	<i>589095/-</i>	<i>395</i>	<i>393025/-</i>	<i>2049</i>	<i>282120/-</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>	33	10	1	Nil	Nil	8	6	8
<i>Added</i>	3	Nil	Nil	Nil	Nil	Nil	3	Nil
<i>Total</i>	36	10	1	Nil	Nil	8	9	8

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. 0.70 Lac.*
- ii) Campus infrastructure facilities :Rs. 1.50 Lac.*
- iii) Equipments :Rs. 2.88 Lac*
- iv) Others :Rs. 0.80 Lac.*
- Total Rs. 5.88 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
iv)Library Support*

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (+2)
637	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
81	125	146	217	-	569	221	116	131	169	-	637

Demand ratio

Dropout % B.A: 5%

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. *A career awareness programme was organised by the Students’ Counselling & Guidance Cell and delivered a lecture by Mr Dharmendra Upadhyaya, Associate Professor in Philosophy for the BA final year students on 24th March, 2018.*
- b. *All the Students of the College participated in the National Workshop on Soft Skills and Personality Development organized by Career Counselling Cell, Nowboicha College.*
- c. *The college has fulfilled the demands of the Student Union and for the better development for them departments are also issued books for them.*

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

- a. *The Women Cell of the college organized an awareness program on “Entrepreneurship awareness programme” at Sagarpur Singra M.E. School on 14.09.2017. Mrs. Minakhi Buragohain was the resource person in the programme.*
- b. *The Women Cell of the college observed the International Women’s Day at Saurojyoti M. E. School on 08.03.2018. In the meeting Mrs. Rita Goswami, Associate Professor in Education of Madhabdev College.*

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 Nil

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>NSS 01</i>	<i>1,58,000/-</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* Nil *National level* Nil
International level Nil

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

5.12 No. of social initiatives undertaken by the students Nil

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 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

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

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7. Whether Academic and Administrative Audit (AAA) has 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 for support staff as per the need of the staff.

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 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

7. INNOVATION AND BEST PRACTICES

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

- a. The College Teachers have provided academic cooperation with feeding Higher Secondary Schools to attract the students.
- b. The teachers of the College help the economically poor and meritorious students financially in their need.
- c. To promote creativity, innovation and improving quality of the student's; literary competitions including Wall Magazine among different Departments are held.

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

- a. Farewell of Mr. Kumud Saikia, Assistant Professor organised by Nowboicha College Family on 4th August, 17,
- b. Swachcha Bharat Abhijan' Programme Cleanliness Drive at College Campus Organized by Department of Education on 11th August, 17, '
- c. Flood Relief Camp, Nowboicha College Family on 15th July, 17,
- d. Freshman Social, Nowboicha College Students' Union 12th August, 17,
- e. Organizing Independent day Special Extempore Speech Competition on 14th August, 17,
- f. Teachers, Day Celebration, Nowboicha College Students' Union on 5th Sept, 17,
- g. Inauguration of Digital Class Room, College Authority, on 8th Sept, 17, and Inauguration of Memorial Statue of founder Principal Late Jitendar Kr. Bhuyan and Sraddhanjali, College Authority on 8th September, 17,
- h. UGC Sponsored National Seminar on 9th September, 17, Dept. of Sociology & Economics.
- i. Seminar on Drags Addiction and its problems and Remedial measures, Dept. of Sociology on 5th November, 17,
- j. Shilpi Divas celebration at Adopted Village, Women Cell, Nowboicha College Teachers' Unit on 17th January 2018,
- k. National Voters Day Celebration, Debate organizing Committee, Nowboicha College on 25th January 2018,
- l. 26th January 2018, Republic Day Celebration, College Authority
- m. 5th February 2018, Social Service Camp, Dept. of Social Service, NCSU
- n. 15th February 2018, Formation of Legal Literacy Club, IQAC, Nowboicha College
- o. P. M. Modi's Live Programme on Examination Stress with Students, College Authority on 16th February 2018,
- p. Executive Meeting of ACTA, Lakhimpur Zonal Committee Teachers' Unit, Nowboicha College on 17th February 2018,
- q. International Mother Language Day, Dept. of Assamese on 21st February 2018 and General Meeting of IQAC, Nowboicha College on 21st February 2018,
- r. 8th March 2018, International Women's Day, Women Cell & IQAC, Nowboicha College
- s. Teacher-Parent Meet, IQAC, Nowboicha College on 10th March 2018.

- t. A Career Counselling Programme was organized for the B.A. Final Year Students of the college on 24th March 2018
- u. Workshop on CBCS, IQAC, Nowboicha College on 21st April 2018 and 14th & 15th June 2018, Admission to 1st Semester Class Admission Committee, Nowboicha College
- v. Teacher-Parent Meet, IQAC, Nowboicha College on 19th June 2018, and on 20th June 2018, Kola Guru Bishnu Prashad Rabha Divas Women Cell, Nowboicha College Teachers' Unit
- w. 4th International Yoga Day IQAC & Nowboicha College Yoga centre on 21st June 2018,

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

- a. The college observes the 'World Environment Day' on 5th June, 2018. To make the students understand the importance and gravity of the environmental problems the Principal of the college delivered a talk on 'Perspective of Plantation in rural areas' for students before commencement of the plantation programme.
- b. In most of the college functions i.e. the College Establishment Day, College Sports Week, students are encouraged to participate in plantation and cleaning the campus by organizing competitions. Even before outset of a meeting such programmes are arranged.

7.4. Contribution to environmental awareness /protection

- a. The college observes the 'World Environment Day' on 5th June, 2018. To make the students understand the importance and gravity of the environmental problems the Principal of the college delivered a talk on 'Perspective of Plantation in rural areas' for students before commencement of the plantation programme.
- b. Department of Environmental Study conducts a field work on deforestation and soil erosion at Bamundoloni areas of Nowboicha Block in 2018. 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 in the premise of the college and outside.
- 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:

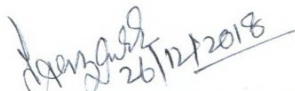

- a. The college has a large campus for future academic and infrastructural growth.
b. Students can study with minimal expenditure in comparison with the city based colleges.
c. Students have easy access to the college authority.
d. Students' have the opportunity to reap the benefit of generosity of teachers.

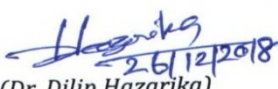
THREAT:

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

8. Plans of Institution for the next year:

- a. To renovate and beautify the campus of the college.
b. To provide important books for competitive examinations.
c. To complete the ongoing construction of the Multi-gymnasium.
d. To take initiative for development of women in the locality.
e. To arrange Remedial Classes for slow learners.
f. To add new reference books and journals in the College Central Library.
g. To introduce Career Oriented Courses.
h. To make students computer literate.
i. To establish Distance Education Study Centres.
j. To promote Research Activities.
k. To continue Career counselling to students in an updated manner.
l. To encourage the students to participate in inter college and university in games, sports, cultural and literary competitions.
m. To construct a Cycle Stand for student.
n. To initiate Faculty Improvement Programmes for teaching staff.
o. To arrange Community Service Programmes.
p. To take steps for Internal Resource Generation.
q. Re-opening of Girls' Hostel by taking renovative measures.
r. To form cultural, philosophical, literary and historical museum.


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