



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

Nalbari College, Nalbari

- Name of the Head of the institution **Dr. Kamal Nayan Patowary**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03624220241**
- Mobile no **9435310880**
- Registered e-mail **nalbaricollege@rediffmail.com**
- Alternate e-mail **nalbaricollege1945@gmail.com**
- Address **Nalbari**
- City/Town **Nalbari**
- State/UT **Assam**
- Pin Code **781335**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Gauhati University, Guwahati**
- Name of the IQAC Coordinator **Dr. Dhiraj Talukdar**
- Phone No. **03624220241**
- Alternate phone No. **03624220241**
- Mobile **9435028189**
- IQAC e-mail address **iqacnc@gmail.com**
- Alternate Email address **dtalukdar2012@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://nalbaricollege.ac.in/upload/aqar/AQAR%202019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://nalbaricollege.ac.in/upload/acalendar/Academic%2020Calendar%202020-21.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.75	2004	16/02/2004	15/02/2009
Cycle 2	B	2.32	2019	01/05/2019	30/04/2024

6. Date of Establishment of IQAC

14/09/2007

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	fee reimbursement	State Government	2021	13548110
Institutional	Sanitiser	State Government	2020	17000

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Webinar on "Use of Online Resources" organized by TNG Library & IQAC, Nalbari College in association with ACLA on 10/06/2020 Webinar on "Use of Online Educational Resources for Undergraduate Students" organized by Department of Chemistry on 05/07/2020

Celebration of World Philosophy Day on 19/11/2020 by Dept of Philosophy in association with IQAC, Nalbari College Celebration of National Mathematics Day on 22/12/2020 by Dept of Mathematics in association with IQAC, Nalbari College

Celebration of Science Day on 28/02/2021 by Assam Science Society, Nalbari Branch in association with IQAC, Nalbari College 9th Chemical Society Lecture on 03/03/2020 organized by Dept of Chemistry in association with IQAC, Nalbari College

Annual Lecture of History Department on Historical Tourism of North East India on 12/04/2021

Workshop on IPR on "Importance of Intellectual Property Rights: Socio-economic and Educational Perspective" on 19/04/2021 Timely submission on AQAR

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To organize seminar/workshops	Webinar & Workshops were organized
To prepare & submit AQAR on time	AQAR submitted on time
Community Outreach Program and Institutional Social Responsibility	Community Outreach Program conducted at Moogkuchi Village, Nalbari
To take Feedback from Stakeholders	Feedback from students were taken & analysed

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

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• IQAC e-mail address	iqacnc@gmail.com				
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3.Website address (Web link of the AQAR (Previous Academic Year))	http://nalbaricollege.ac.in/upload/aqar/AQAR%202019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://nalbaricollege.ac.in/upload/acalendar/Academic%2020Calendar%202020-21.pdf				
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.75	2004	16/02/2004	15/02/2009
Cycle 2	B	2.32	2019	01/05/2019	30/04/2024
6.Date of Establishment of IQAC			14/09/2007		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
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• Upload latest notification of formation of IQAC			View File		

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To take Feedback from Stakeholders	Feedback from students were taken & analysed
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	26/02/2022
15. Multidisciplinary / interdisciplinary	
<p>The present curriculum does not permit the opportunity for multidisciplinary learning. However, the state government has decided to implement NEP 2020 soon. The institution has started its preparedness in line with the parent university.</p>	
16. Academic bank of credits (ABC):	
<p>Our college is affiliated under the Gauhati University, Guwahati. Since Gauhati University is not implementing NEP 2020, therefore our institution has not registered under the ABC.</p>	
17. Skill development:	
<p>The CBCS syllabus offers scope for skill enhancement of the students. Every department offers various skill courses as per the syllabus offered by the parent university.</p>	

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The Gauhati University in its syllabus for UG courses has offered many papers imparting Indian Knowledge System.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Our college is affiliated under the Gauhati University, Guwahati. Since Gauhatin University is not implemting NEP 2020, therefore our institution has not started OBE yet. However, the institution has started its preparedness in line with the parent university.

20.Distance education/online education:

The College has two study centres for distance education one for Krishna Kanta Handique State Open University (KKHSOU) and Institute of Distance and Open Learning (IDOL) since 2013-14.

Extended Profile**1.Programme**

1.1	636
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2562
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	708
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	816
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	61
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	65
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	65
Total number of Classrooms and Seminar halls	
4.2	84.786
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	166
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- Nalbari College is affiliated to Gauhati University, Assam and hence it adheres to the curriculum prescribed by the parent university.
- The Academic Council of the college consisting of the Principal, Vice-Principal and all the Head of the Departments decides the best method of deploying and delivering the curriculum.
- The IQAC formulates the Academic Calendar of the college taking into consideration the academic calendar of the parent university and various activities of the college to be conducted during the academic session.
- Faculty members are encouraged to prepare individual teaching plans for their respective classroom teaching. Individual teaching plans are communicated with the respective students so that they can cope with the pace of the delivery of the curriculum.
- The college has a general class routine according to the level of the courses and the extent of the curriculum.
- Paper presentations, writing of home assignments are also used to encourage student's performance.
- Time-bound and transparent tests/examinations and evaluations also help in the effectiveness of curriculum delivery.
- Timely feedback is obtained from the students.
- Faculty members are constantly encouraged to attend refresher courses, orientation programmes, workshops and seminars to update their domain knowledge.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- Our college adheres to the prescribed mode of evaluation by the parent university. Along with the parent body, the college has also formulated certain modalities for continuous internal evaluation which are being reformed from time to time.

- Students are made aware of the internal evaluation process through orientation programmes at the beginning of every session.
- Tentative dates of internal examinations are clearly stated in the Academic Calendar of the college. Actual dates of internal examinations are displayed on the college website and departmental and central notice boards.
- The College has also tried to bring in variety and frequency to this internal evaluation through components like unit tests, home assignments, group discussion, seminar presentation, surprise quiz etc. The internal assessment is done based on marks and participation in these components along with the marks of the sessional examination.
- Guardians/Parent meetings are also regularly arranged by the departments to make them aware of the progress of their wards.
- The affiliating university publishes its academic calendar with timelines for both internal and external examinations. Based on it, the college also prepares its institutional academic calendar where tentative dates of internal examinations are clearly stated.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

05

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution tries to inculcate values and ethics among the students through various co-curricular activities. Through manifold activities conducted round the year, it ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum. The learners are helped to imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness through these programmes.

1. Handbook of Professional Ethics for employees and Code of Conduct for students are uploaded in the College website.

2. Regular Gender sensitization programmes are being organized by Women's Study and Development Cell of the college

3. Celebration of International Women's Day

4. Human values promoted through the activities of the NCC and NSS.

5. The college has adopted a village (Mugkuchi village) and a school (Kamrup Vidyapeeth High School) since 2017 and has been conducting various community outreach and social welfare programmes.

6. Value education and mental health workshops.

7. Environmental awareness through projects, field work and Green Audit.

9. Upholding various values of Gender empowerment, Human Values, Environment and Sustainability through various Annual Programmes as well as through the activities of various clubs and societies.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

08

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

263

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

B. Any 3 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://nalbaricollege.ac.in/upload/naac/Student%20Satisfaction%20Survey%20and%20Feedback%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://nalbaricollege.ac.in/upload/naac/Student%20Satisfaction%20Survey%20and%20Feedback%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1332

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

413

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution is fairly aware of the unique needs of every student and accordingly facilitates special learning, based on the academic capabilities of each student. The institution identifies these students into two broad categories- advanced and slow learners and works out special methods to derive maximum outcome from each cluster. The advanced and slow learners of a subject are identified by the concerned faculty, based on their performance in class tests, unit tests, and sessional examinations. They are also identified on the basis of their participation, involvement, performance in the class room centric activities such as discussions, assignments etc. Apt strategies are adopted accordingly.

Strategies adopted for facilitating Advanced Learners:

- Encouragement for independent learning through providing updated and well stocked reference materials in the central library
- Continuous motivation for problem solving and decision making exercises
- Motivation and training for classroom presentation by using ICT like power point
- Encouragement for participation in inter-college and intra-college competitions
- Regular enrichment programmes like special lectures by eminent speakers from industry and academia
- Academic and personal counseling through Mentoring System

Strategies adopted for facilitating Slow Learners:

- Meeting and communicating to the weaker students in their areas of weakness
- Tutorial classes and doubt clearing sessions after class hours
- Bilingual explanations of critical topics
- Measures to improve the communication skills of the learners through seminar presentation
- Academic and personal counseling through Mentoring System

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3423	85

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teaching learning process revolves round the need, interest and capabilities of students. It is geared towards the intellectual and moral benefits of the learners. They come first among all the stakeholders. Hence, ideally teaching-learning methods adopted by an institution should be student-centric and student friendly. Student-centric methods are an integral part of the pedagogy adopted by the faculty for which the college authority and faculty provide all possible support such as:

- Provision of Digital Classroom
- Facility of Departmental Library and LCD projectors in every department
- Computer and internet facility for every department and the Central Library

- Open access library
- Fund allocation for institutional visits and excursions
- Institutional book grant in addition to UGC grant
- Fund for purchase of laboratory instruments, equipments and materials
 - Fund for organizing workshops, seminars, conferences and departmental academic lecture
 - Vibrant wings of NCC and NSS take active part in various civic activities and outreach programme
 - Provision of various extra and co curricular activities in the campus round the year
 - Innovative platforms like Language and Linguistic Centre (LLC), Poetry and Philosophy Centre (PPC), Centre for Theory and Praxis (CTP), Fine (Visual) Art Centre to hone the artistic talent of the learners

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The ICT enabled learning environment of the institution is conducive to developing creative and critical thinking as well as scientific temper among the students. Faculty is provided with the requisite facilities for preparation of computer aided teaching - learning material. Honours class rooms of every department is fitted with aLCD projectors and computer. Faculty members resorted to extensive use during the pandemic times when distant teaching-learning became the only mode of communication between the teachers and the students. A well-equipped computerized library with internet facility is available for both faculty and students. E-resources are available through national networks.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

85

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

60

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

Number of full time teachers with PH.D. = 40

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

908

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

There is a precise in-house mechanism for conducting internal assessments. The sessional examination is conducted by an Examination Board constituted of three members headed by the Vice-Principal of the college. The board notifies the academic departments to set question papers for the examination. The pattern of question paper of the final examination is closely followed to make the students acquaint with the upcoming final examination. The exams are conducted as per the guidelines prescribed by the affiliating university. The answer scripts are evaluated by the faculty members of respective departments. Utmost priority is given to maintain sincerity, impartiality and fairness of judgment. Evaluated answer scripts are generally shown to the students of Honours classes to point out their mistakes and to offer necessary suggestions for improvements. This helps the students to figure out their mistakes and to note down the correction. For the students of Generic/Regular course mark sheets

are displayed in the notice board of the respective departments. For any query and confusion, students can consult the respective teacher. Internal assessment is combined reflection of marks obtained in the sessional examination along with auxiliary components like home assignments, group discussion, seminar presentation, attendance in class etc.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Examination related grievances are mainly of two categories i.e. grievances about internal assessment conducted by the institution and grievances about final examination conducted by the university. Hence, both these grievances are redressed according to their merit with utmost care to student sensitivity.

Institutional Level:

- The Heads of the Department are primarily responsible for redressal of all grievances about evaluation, including the internal assessment marks awarded to the students. They have the initial jurisdiction over complaints against internal assessment. In case of dissatisfaction, the same may be put before the Principal. The Examination Board appointed by the principal then looks into such grievances and redress them at the earliest.
- Institutional level grievances are solved within two three days.
- The college has a Grievance Redressal Cell comprising of senior faculty members for objective and effective redressal of the grievances of the students.

University Level:

- An aggrieved student with grievance at university level shall make an application to the university through the principal of the college. The principal, after verifying the facts, shall forward it to the concerned section of the university. The university redress all such grievances within a reasonable time.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme Outcomes are displayed at the notice board in front of every department. Learning Outcomes are available in the departments for ready reference to the teachers and students. The college has clearly stated the learning outcomes for its courses on College website (www.nalbaricollege.ac.in). Every course has specific set of objectives which are approved by the Committee for Courses and Studies (CCS) of Gauhati University. Course Outcome of the respective subjects is designed by considering these objectives. The copies of the syllabi are kept in respective departments, the College library and also in the website of the college for the use of the students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college measures the attainment of the Programme Outcomes, Program Specific Outcomes and Course Outcome through the evaluation systems for each programme which is a combination of formative and summative evaluation. The affiliating university reserves 80% marks for summative assessment and 20% marks for formative evaluation. Accordingly, the knowledge and skills described by the course outcomes are measured through the semester examinations, sessional examinations along with the in-house mechanism of continuous internal evaluation which includes auxiliary components like unit tests, home assignments, group discussion, seminar presentation etc. Throughout the semester the departments record the performance of students. Course outcomes

are also evaluated through the departmental review meetings of the end semester examination results. The individual departments assess the results of the courses and chalk out desirable interventions to achieve better outcomes. The attainment of Programme Outcome is monitored through the progression of alumni of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

854

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://nalbaricollege.ac.in/upload/naac/Student%20Satisfaction%20Survey%20and%20Feedback%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has a Research Cell comprising faculty member from various departments to monitor and address diverse issues pertaining to research. The main objective of this cell is to regularly organize research promotion events like conferences, seminars, workshops, invited lectures etc. in the campus, to motivate faculty for doctoral and post doctoral research and to provide guidance for publication of research papers in reputed journals. With a view to give adequate exposure to the faculty and the students of the college national level seminar and workshops are periodically being organized in the college. The college also motivates the students to prepare posters, individual projects on academic topic, individual power point presentations etc. The college provides e-resources to the faculty and students through N-List-INFLIBNET in the central library.

To inculcate the spirit and culture of research among faculty as well as students the college has decided the following major steps:

- To arrange monthly presentation of the faculty that would facilitate exchange of ideas between student and faculties.
- To create more academic MoUs with institutions of eminence
- To create a fund to be utilized for promotion of research

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

12

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

21

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Education confined to academic activities in class-rooms and laboratories tend to turn institutions into islands. The teachers and students tend to be theoretical and self - centered because of such attitude to education. This is not good for the society and the nation, and ultimately the individual. Led by this realization, educational institutions have tried to extend their activities to the society around in different ways. These activities pertain to academic sphere, health and hygiene, socio-economic issues and cultural sphere. Our college community is no exception to this philosophy. Over the last few years we have adopted a village (Mugkuchi Village) and a school (Kamrup Vidyapith High School) in the vicinity and initiated some interventions there to effect positive changes in its environment, and health and hygiene status, school education and social awareness. Faculty members have spent quality time with students of the schools taught them and tried to appreciate their problems. Different departments, cells, centers of the institution have conducted workshops/orientation programmes/awareness lectures on and off the campus involving the people, especially of the rural areas, on sustainable development, gender sensitization, women and law, health and hygiene, especially of women, environmental protection, harnessing and strengthening of cultural forms and strengths, aids awareness, blood donation etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Nalbari College being a relatively older one, (established long back in 1945) faces the daunting task of preserving and repairing and upgrading its early structure in a place prone to regular water logging and floods. In spite of this we have done our best to develop and add built-up space keeping in mind our present and future needs. There are fifty seven (57) classrooms where theory classes and lectures are held. There are fourteen (14) ICT enabled classrooms, three (03) Computer Centres, two (02) Seminar Halls, one (01) UGC Network Resource Centre and one (01) Digital Class Room. The number of laboratories is eighteen (18) that cater to the needs of students of honours and regular/generic course in Physics, Chemistry, Botany, Zoology, Geology, Geography, Statistics, B. Sc IT and Education. The class rooms and laboratories are spread evenly in different buildings. All the classrooms can accommodate general classes as well as tutorial space. All together the college has one hundred and nine (134) computers used for academic and administrative purposes. Along with the central library, each academic department of the college is equipped with a departmental library separately.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Students only, books only - make the teaching-learning process rather jarring and monotonous. The possibility of losing out on a healthy body is also very real in such an eventuality. There is one way for preventing this: cultivation of sports & games and culture alongside curricular activities. For the outdoor games and sports, the College has one of the biggest playgrounds measuring 20,664 square meters on its campus. It came into being with the institution itself in 1945. Students and teachers use it regularly for athletics, volleyball, football, cricket etc. though water logging in rainy season creates problems. Facilities for indoor

sports are being developed now. An indoor stadium is under construction. There are spaces like hall, common rooms that the students have been using for indoor games like chess, carom and table tennis. The college also has a gymnasium with multi-gym facilities. Cultural interests and activities like song, music, dance, drama, lead to the holistic and balanced growth of students, and consequently the society. The college has modest infrastructure in terms of halls and one old auditorium to facilitate these activities

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1324937

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of ILMS Software : SOUL
- Nature of Automation : Fully
- Version : 2.0
- Year of Automation : 2014

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

176136

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

3456

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Ours is truly an age of information that needs to be accessed and processed really fast. This creates the ecology for knowledge creation leading to all round development. Educational institutions like colleges and universities should act as nodes in this network of information that is truly global now. Our college is doing its best to be a part of this network. In a mode of evolution, the institution has moves from the stage of landline BSNL connection through broadband internet connection to WI-FI campus. At present, there are many computers updated regularly linked to the virtual information highway that help the teachers and students to access information relating to academic matters, admission and administration, and exercising career options.

- The College has a Computer Centres for providing academic computing facilities to the faculty and students.
- All the academic departments have been provided with computers, printers and LCD projectors. Departmental computers are with net connectivity which helps the teachers and students to utilize the vast store of e- resources.
- The library is partially automated with SOUL software and it

extends with Internet facility to the students and faculty.

- The college has a well furnished smart class room with smart board and projector.
- The college office is being digitalized in a phase manner. The college has successfully initiated online admission process from this session.
- One fully digitalized classroom with video conference facilities

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

166

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3545569

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Different systems and procedures have evolved over these decades of its existence, about the maintenance and utilization of its physical infrastructure. For this the need is collection of funds, its judicious utilization to create and maintain physical assets, and discrete distribution of its assets. There are established mechanisms evolved and applied by the institution guided by the Governing Body (G.B.). The Building Committee of the college which is constituted in line with the directives of UGC monitors the major construction/renovation works. Distribution of space, classrooms, laboratories, computers etc. is decided as per need. The purchase of laboratory equipments and other chemicals, specimens etc. is done by the Purchase Committee of the college as per requirement submitted by the teaching departments through the HoDs. The Library Committee is responsible for making necessary purchase of learning materials like books and journals as per recommendations received from the academic departments. The committee periodically supervises the functioning of the library. The responsibility of augmentation and maintenance of sports infrastructure is vested upon the Department of Physical Education. Similarly, the IT facilities are supervised by the Department of Computer Science. Sub committees like Canteen Committee, Girls' Hostel Management Committee, Beautification Committee etc. are constituted with a view to ensure optimum utility of the infrastructural facilities of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

3466

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

55

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

55

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

119

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

20

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college has a student council namely "Nalbari College Students' Union" (NCSU). The office bearers of NCSU take office for one year. All the office bearers and class representatives are

elected by an electoral college consisting of students who are engaged in full time studies in this college. Each session, the Principal deposes a group of teachers as Professor-in-Charge of different portfolios with a senior teacher as the Union in-Charge to monitor and navigate the activities of the Students' Union.

The mission of the Students' Union is to protect and promote the interest of the students' community inside the college campus. The union communicates the voice of the common students to the college authority as they are directly connected with the latter. Thus, from preventing ragging in the campus to suggesting the administration to improve the amenities of the student, the NCSU has become a vital organ of Nalbari College community.

To nurture leadership qualities and execution skills of the students, the College creates a platform for the active representation and participation of the students in the various academic and administrative bodies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has a rich legacy of brilliant alumni. Most of them are successful in their own profession. From Vice Chancellors to successful politicians, entrepreneurs, academicians our alumni bring laurels to the institution. The Alumni Association of Nalbari College is a vibrant wing of this age old institution with chapters like Departmental Alumni, Boys' Hostel Alumni etc. The association usually meets once in a year. The Alumni meets with the current batches and mentors them through the networking forums to the best of their abilities. They share their experiences, knowledge and advice the students. Through these alumni meets, a strong bond is created between the passed- out students and the current batch. Our alumni are alive to the societal cause also.. Departmental Alumni meets are regularly conducted by all the departments. The passed outs of yester years share their accomplishments and their success mantra with the younger mates of the departments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision statement of the College revolves round the motto in

its crest - Vidyaya Vindate Amritom- knowledge leads to eternality. It is the goal of the institution to impart education to the students, who will make the future of the society, the locality, the state, the nation and the world - through different disciplines and subjects. This is aimed at making students knowledgeable with enough critical faculties to distinguish and discriminate. There is also emphasis on imparting/facilitating the learning of different skills that will turn them into whole personalities having more chance of being employed, and ideal citizen of the state and good human beings.

The matching mission for this vision is to sustain the attained infrastructure and quality, and improve upon it. Creation of more options, especially those having contemporary relevance, while strengthening the earlier ones, is a crucial component of this mission. Integration of different skills, traditional and unconventional to the sphere of education on the campus is another aspect of the mission that will turn the students into whole personality not lopsided ones. Opening of Cells/Centers, platforms and practices to such an end is an indispensable part of our mission.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Governing Body of the college in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates on all academic matters through the Heads of Departments who are appointed on a rotational basis. In this way, all faculties of the departments get to play a role in decision-making and participative management of their respective departments. The inclusion of teachers' representatives in the Governing Body of the College also on a rotational basis enables the faculty members to participate in different academic deliberations and often play a role in decision-making. University examinations are conducted in the institution through committees set up for the purpose and here too responsibility and leadership is delegated to the faculty members, e.g., officers-in-charge are now appointed on a rotational basis and they are responsible for

the smooth conduct of each set of examinations. Participative management and decentralization are also evident in the shuffling of committee members which ensures that faculty members play an active role in different committees during their tenure. The entire process of participation and decentralization is co-ordinated by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has its own strategic and perspective plan which is prepared to realize the vision and mission of the college. An example of successful implementation of the strategic plan is the introduction of more new skill based programmes. As per the suggestions made by the NAAC Peer Team to introduce new courses in innovative and emerging areas, the institution has started two skill based self financing programmes namely B. Sc. in Information Technology (B.Sc. IT) and Bachelor of Physical Education (B,P.E) from the session 2013-14. The introduction of these two courses has created positive vibes in the campus. A good stock of students have shown their interest towards self financing skill based courses. Reviewing this trend, the college authority has decided to initiate more of such courses like PGDCA, BCA and MA in English from the current session to open up career opportunities for students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has a well set decision making processes headed by the Governing Body (G.B.), which is constituted in line with the directives of the state government. As the highest decision making body of the college, the G.B. frames directive principles guiding the institution and amends and approves policies from time to time. The Principal along with the G.B make policy decisions and the Academic Council in collaboration with the Vice-Principal serves as the internal decision making body regarding academic matters. The two way mechanism of seeking responses, getting feedback and implementing policies is exercised through the Principal. The IQAC is an important agency of internal decision making. It implements norms and sets standards for quality and excellence in the campus. There are different bodies like Teachers' Unit, Non-Teaching Unit, Building Committee, Campus Discipline Committee, Grievance Redressal and Anti-Ragging Cell, Research Cell, Women's Study and Development Cell etc., that give academic and administrative leadership to the institution. An optimum level of decentralization and participative decision making process are, thus, practiced in the campus.

Like other colleges of Assam, the service rules of our college is also controlled and monitored by the Directorate of Higher Education, Assam. In matters of service procedures, recruitment and promotional policies the college strictly adheres to the directives and guidelines of the state/central government and UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The College undertakes various welfare activities for both the teaching as well as non-teaching staffs. All the statutory leaves are granted to the faculty members and on duty leaves are given to the teaching staffs for attending Orientation Programme and Refresher Course. The College encourages the faculty members to attend Seminars and Conferences at various levels. The College authority has decided to reimburse the registration fee for the faculties who present papers in seminars and conferences in national and international levels.

There are a few other welfare schemes that cater to the needs of teachers and employees on the one hand, and the needy students on the other. The first one is a mutual benefit fund called Teachers' Mutual Benefit Fund, Nalbari College. This fund provides loan facilities to the teaching and non teaching staff of the college with nominal interest and minimum paper works. The share from the members is collected from the salary and the dividend is also distributed among the share holders yearly. Any accidental medical help or other financial need is to meet up by this fund. The college has a Health Centre along with an on-duty nurse to address the immediate medical attention of the staff and the students. The Grievance redressal mechanism as well as the Internal Complaint Committee is there for all staffs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

72

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance of the employees associated with an institution decides its quality and stature. To maintain continuity with suitable improvement of such performance, standardized assessment at regular intervals is a must. Our college develops a mechanism

of its own for performance appraisal of faculty members through the Internal Quality Assurance Cell (IQAC). The IQAC serves a performance appraisal format to each of the fulltime faculty before the completion of the academic year. All faculty members are to report their annual activities and submit it within a stipulated timeframe. The teachers have to appraise the IQAC of their academic and research works, publications and contributions to corporate life, co-curricular, extension, professional development, etc. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement.

The students at the end of their course give a feedback about all the teachers subject wise. There are also Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college conducts internal as well as external financial audits regularly. Internal audit is an ongoing continuous process in addition to the external audits to verify and certify the entire income and expenditure and the capital expenditure of the institute each year. A competent Internal Auditor is appointed by the college authority and a team of non-teaching staff under him do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. An external audit by a registered chartered firm is also carried out on an elaborate way on annual basis. The objections raised by the auditors are duly addressed. So far there have been no major findings or objections. Minor errors of omissions and commissions

when pointed out by the audit team are immediately rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal & external financial audit system.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The health of any educational institution, college or university, is ontologically linked to availability and utilization of resources. Good and adequate infrastructure, enough space, educated and skilled staff, good students – all make and flow from resources ultimately. But having enough resources will not ensure the internal strength of the institution, in itself. There must be proper planning to get the maximum returns in terms of both quantity and quality on every pie spent. Nalbari College as an institution is aware of this necessity and has been doing its best within limitations on these two fronts: mobilizations of funds and utilization of resources. The college takes steps to mobilize resources in different ways:

1. Admission fees of students, periodically revived and raised
2. Submission of proposals to the government departments and funding agencies like U.G.C.
3. Introduction of Self Financed Courses
4. Imposition of rental charges for using the Conference Room and Play Ground of the college
5. Giving the college canteen to a vendor on rent
6. Earning resources as Institutional share for providing Study Centre of IDOL, GU and KKHSOU
7. Resource collected from sell of fish of college pond

Every pie of the resources thus mobilized are utilized with utmost transparency with the approval of the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) of Nalbari College was formed back in 2007 as a part of post accreditation quality sustenance initiative. The IQAC strives to bring quality enhancement into the academic sphere of the institution. As a nodal agency the cell also significantly contributes to develop and implement quality benchmark for academic and administrative activities of the college.

The IQAC has been contributing to institutionalize the quality assurance strategies and processes by undertaking various effective measures. Our college is committed to its mission to impart quality education and to produce competent and industrious human resource through empowering the young learners. The IQAC supports the institution to focus on this stated mission and never to deviate from its goal. Accordingly, the cell persists with its efforts to create a conducive learning environment that fosters all around development of its students so that they can be accommodated with the changing traits of higher education.

The efforts of the cell for institutionalizing the quality assurance strategies and processes can be best seen in:

1. the incremental improvement of physical infrastructure of the college
2. introduction of new subjects (both in UG and PG levels)
3. increased use of ICT in the classrooms
4. expansion of various extension activities through NSS, NCC and other cells of the college
5. promotion of research atmosphere in the campus
6. regular collection of feedback from students and other stakeholders

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews its teaching-learning process, structures & methodologies of operation annually. It also verifies the learning outcomes periodically through student feedback and departmental meetings. The Academic Council of the college consisting of the Principal, Vice-Principal and all the Head of the Departments is the core body that plans, monitors and reviews teaching- learning and other activities of the institution.

Departmental Review Meetings are the best forum to improve the quality of teaching of respective academic departments. In these periodic review meetings, individual teachers report to the HoD their progress of syllabus and also share any doubts/problems they confront in the teaching process. Such healthy exchange of ideas helps the faculties to improve their methodology of teaching.

Feedbacks are the best measure to review the learning outcomes of the learners. Hence the IQAC regularly collects feedback from students in a specially designed format. Steps are taken to improve overall performance of the college by analyzing the feedback from the students. Measures are taken to enforce necessary improvements by the HODs and the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nalbaricollege.ac.in/upload/agar/AQAR%202019-20.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Nalbari College community is alive to the issue of Gender

Sensitivity. It strives to nurture gender sensitive temper in and outside the campus. To ensure gender sensitization, the college takes appropriate measures in the following specified area:

Safety and Security:

The college has a safe and secured campus with 24 X 7 CCTV surveillance along with provision of security guards and night watchman. Bodies like Anti Ragging Cell, Campus Discipline Committee, and Internal Complaint Committee etc. keep a strict vigil of the activities of the campus. The library provides separate reading space for both boys and girls. There is a provision of functional Health Care Centre with facility of a nurse to meet up emergent health issues of the college fraternity as a whole. Security arrangement with 24X7 power backup facility is there in Girls' Hostel of the college along with the provision of an on call Doctor.

Counseling:

Personal and health counseling for girl students are regularly conducted in the college. The lead in this regard is taken by Women's Study and Development Centre, IQAC, NSS and NCC units of the college.

Common Room:

The College provides separate common rooms for both boys and girls with sanitary amenities. The Girls' Common room is equipped with Sanitary Napkin Incinerator.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy

D. Any 1 of the above

conservation measures Solar energy
Biogas plant Wheeling to the Grid Sensor-
based energy conservation Use of LED bulbs/
power efficient equipment

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College has its own mechanism for Waste Management which is as follows:

Solid waste management: Each blocks of the college has number of dustbins to collect the dry waste products which are segregated in the central waste management plant into three categories viz. Single used plastic, Recyclable & Reusable and Biodegradable wastes. Scrap vendors carry away the Single used plastic and some amount of the Recyclable and Reusable waste products. Biodegradable solid waste is then dumped at the Vermi Compost plant.

Liquid waste management: The sewage of the college is drained into the soak pits constructed for this purpose.

E-waste management: The College has a MoU with a local computer farm named Nexus Computers, which takes away the e-waste products for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
 Bore well /Open well recharge Construction of tanks and bunds Waste water recycling

Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

D. Any 1 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The vision and mission of the College has been holistic development of students and empowering them. With this objective, there is a merit-based selection of students from all communities with varied socio-economic backgrounds. Seats are reserved following the reservation rules prescribed by the state and the

central government. Cultural programmes on various occasions are organized. Such programmes lay much emphasis on social harmony and awareness of the rich heritage of our country while at the same time inculcates collaborative work environment and hone organizational and leadership skills. Celebration in the form of either competitions or events of institutional and/or university/state level are held in the campus. In the youth festival organised by the parent university our students have performed consistently well. Multicultural and multilingual cultural programmes organised by different cells and centres of the college help to promote linguistic harmony and subsequent awareness. Students are encouraged to join the different Social Outreach Units of the College to actively work with people from diverse socio-cultural backgrounds with an aim of improving society and make a better tomorrow.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

As an educational institution, the College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. During the commencement of each session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the Institution. The young minds who are going to be the responsible citizens of tomorrow learn the lesson of exercising their rights and performing their duties. In the different programmes celebrated by the college like Independence Day and Republic Day. The students and employees of the Institution are addressed by the Principal of the College with the message from the Constitution of India. The significance of the specific day is illustrated to all with the words from the Preamble, Fundamental Rights and Duties enshrined in the Constitution of the country. The students are taught to obey the supreme law of the land and respect the symbols of national unity like National Flag and National Anthem. The College Website displays a Handbook of Values for the students and employees to understand the importance of social responsibility, good citizenry

and empowerment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff.

B. Any 3 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

As an educational institution, the college organizes national festivals and birth and death anniversaries of many great Indian personalities to show respect to these great Indian traditions and her visionaries. Some important events celebrated in the campus are:

Republic Day

Independence Day

National Unity Day, 31st October

National Science Day

Teachers Day

World Environmental Day

International Earth Day, 22nd April

NSS Day, 24th September

NCC Day 23rd November

Dr. Bhupen Hazarika's Death anniversary, 5th November

National Youth Day 12th January

Gandhi Jayanti

House Sparrow Day, 20th march (Celebrated since 2015)

International Yoga Day, 21st June

Biodiversity Day, 22nd May

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE - 1

BEST PRACTICE - 1

Title of the Practice: 'Kavya Dibash(The Day for Poetry)

Objectives: • To provide exposure of recent trends of poetry to the students.

The Context:To create proper ambience to nurture young talents.

The Practice:In order to foster the creative enterprise of the students, the Poetry and Philosophical Centre(PPC) of the college decided to organize a programme entitled 'Kavya Dibash' (The Day for Poetry)every year.

Evidence of Success:

This year, renowned poet, Nilim Kumar was invited as the guest of honour. All the poems recited in the programme were collected by the PPC and then published in a volume.

Problems Encountered and Resources Required:

1. Paucity of fund is a perennial problem.
2. The tight academic schedule of the semester system

BEST PRACTICE - 2

Title of the Practice: Blood donation camp

Objectives: To provide blood to Blood Bank of the Civil Hospital.

The Context:Blood donation is a noble practice. It is beneficial to both the donor as well as for those who need it.

The Practice:Every year the college community donates blood to the blood bank once or twice a year.

Evidence of Success: The NSS unit of Nalbari College in collaboration with Blood Bank, SMK Civil Hospital, Nalbari organizes a Voluntary Blood Donation Camp in the College campus.

Problems Encountered and Resources Required:

Misunderstanding and apprehension regarding blood donation.

File Description	Documents
Best practices in the Institutional website	https://nalbaricollege.ac.in/upload/naac/BEST%20PRACTICE%202020-2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The vision statement of the College revolves round the motto in its crest Vidyaya Vindate Amritam- knowledge leads to eternality. It is the goal of the institution to impart education to the students, who will make the future of the society, the locality, the state, the nation and the world - through different disciplines and subjects. This is aimed at making students knowledgeable with enough critical faculties to distinguish and discriminate. There is also emphasis on facilitating the learning of different skills that will turn them into whole personalities having more chance of being employed, and ideal citizen of the state and good human beings.

The vision of the college is tailored with its mission to produce competent and industrious human resource. The college has an enviable track record of brilliant results. Many a times it has clinched the ranks of University Toppers both in UG and PG levels. Apart from regular academic exercises, our students have also left their mark in co and extracurricular activities. The field of quizzing is being dominated by students of Nalbari College for last few decades. In the Youth Festival organised by Gauhati University our students continue their dominance with the award of Best Zonal Team for consecutively three years. This is the result of the continuous and balanced effort of the college to encourage, monitor and nurture the abilities of the young learner. This untiring vision ward zeal of the college marks its distinctiveness.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- Nalbari College is affiliated to Gauhati University, Assam and hence it adheres to the curriculum prescribed by the parent university.
- The Academic Council of the college consisting of the Principal, Vice-Principal and all the Head of the Departments decides the best method of deploying and delivering the curriculum.
- The IQAC formulates the Academic Calendar of the college taking into consideration the academic calendar of the parent university and various activities of the college to be conducted during the academic session.
- Faculty members are encouraged to prepare individual teaching plans for their respective classroom teaching. Individual teaching plans are communicated with the respective students so that they can cope with the pace of the delivery of the curriculum.
- The college has a general class routine according to the level of the courses and the extent of the curriculum.
- Paper presentations, writing of home assignments are also used to encourage student's performance.
- Time-bound and transparent tests/examinations and evaluations also help in the effectiveness of curriculum delivery.
- Timely feedback is obtained from the students.
- Faculty members are constantly encouraged to attend refresher courses, orientation programmes, workshops and seminars to update their domain knowledge.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- Our college adheres to the prescribed mode of evaluation by the parent university. Along with the parent body, the college has also formulated certain modalities for continuous internal evaluation which are being reformed from time to time.
- Students are made aware of the internal evaluation process through orientation programmes at the beginning of every session.
- Tentative dates of internal examinations are clearly stated in the Academic Calendar of the college. Actual dates of internal examinations are displayed on the college website and departmental and central notice boards.
- The College has also tried to bring in variety and frequency to this internal evaluation through components like unit tests, home assignments, group discussion, seminar presentation, surprise quiz etc. The internal assessment is done based on marks and participation in these components along with the marks of the sessional examination.
- Guardians/Parent meetings are also regularly arranged by the departments to make them aware of the progress of their wards.
- The affiliating university publishes its academic calendar with timelines for both internal and external examinations. Based on it, the college also prepares its institutional academic calendar where tentative dates of internal examinations are clearly stated.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/

B. Any 3 of the above

Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

05

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution tries to inculcate values and ethics among the students through various co-curricular activities. Through manifold activities conducted round the year, it ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum. The learners are helped to imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness through these programmes.

1. Handbook of Professional Ethics for employees and Code of Conduct for students are uploaded in the College website.
2. Regular Gender sensitization programmes are being organized by Women's Study and Development Cell of the college
3. Celebration of International Women's Day
4. Human values promoted through the activities of the NCC and NSS.
5. The college has adopted a village (Mugkuchi village) and a school (Kamrup Vidyapeeth High School) since 2017 and has been conducting various community outreach and social welfare programmes.
6. Value education and mental health workshops.
7. Environmental awareness through projects, field work and Green Audit.
9. Upholding various values of Gender empowerment, Human Values, Environment and Sustainability through various Annual Programmes as well as through the activities of various clubs and societies.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

08

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

263

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the	B. Any 3 of the above
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syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://nalbaricollege.ac.in/upload/naac/Student%20Satisfaction%20Survey%20and%20Feedback%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://nalbaricollege.ac.in/upload/naac/Student%20Satisfaction%20Survey%20and%20Feedback%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1332

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

413

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution is fairly aware of the unique needs of every student and accordingly facilitates special learning, based on the academic capabilities of each student. The institution identifies these students into two broad categories- advanced and slow learners and works out special methods to derive maximum outcome from each cluster. The advanced and slow learners of a subject are identified by the concerned faculty, based on their performance in class tests, unit tests, and sessional examinations. They are also identified on the basis of their participation, involvement, performance in the class room centric activities such as discussions, assignments etc. Apt strategies are adopted accordingly.

Strategies adopted for facilitating Advanced Learners:

- Encouragement for independent learning through providing updated and well stocked reference materials in the central library
- Continuous motivation for problem solving and decision making exercises
- Motivation and training for classroom presentation by using ICT like power point
- Encouragement for participation in inter-college and intra-college competitions
- Regular enrichment programmes like special lectures by eminent speakers from industry and academia
- Academic and personal counseling through Mentoring System

Strategies adopted for facilitating Slow Learners:

- Meeting and communicating to the weaker students in their areas of weakness
- Tutorial classes and doubt clearing sessions after class hours
- Bilingual explanations of critical topics
- Measures to improve the communication skills of the learners through seminar presentation
- Academic and personal counseling through Mentoring System

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3423	85

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teaching learning process revolves round the need, interest and capabilities of students. It is geared towards the intellectual and moral benefits of the learners. They come first among all the stakeholders. Hence, ideally teaching-learning methods adopted by an institution should be student-centric and student friendly. Student-centric methods are an integral part of the pedagogy adopted by the faculty for which the college authority and faculty provide all possible support such as:

- Provision of Digital Classroom
- Facility of Departmental Library and LCD projectors in every department
- Computer and internet facility for every department and the

Central Library

- Open access library
- Fund allocation for institutional visits and excursions
- Institutional book grant in addition to UGC grant
- Fund for purchase of laboratory instruments, equipments and materials
 - Fund for organizing workshops, seminars, conferences and departmental academic lecture
 - Vibrant wings of NCC and NSS take active part in various civic activities and outreach programme
 - Provision of various extra and co curricular activities in the campus round the year
 - Innovative platforms like Language and Linguistic Centre (LLC), Poetry and Philosophy Centre (PPC), Centre for Theory and Praxis (CTP), Fine (Visual) Art Centre to hone the artistic talent of the learners

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The ICT enabled learning environment of the institution is conducive to developing creative and critical thinking as well as scientific temper among the students. Faculty is provided with the requisite facilities for preparation of computer aided teaching - learning material. Honours class rooms of every department is fitted with a LCD projectors and computer. Faculty members resorted to extensive use during the pandemic times when distant teaching-learning became the only mode of communication between the teachers and the students. A well-equipped computerized library with internet facility is available for both faculty and students. E-resources are available through national networks.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

85

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

60

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

Number of full time teachers with PH.D. = 40

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****908**

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

There is a precise in-house mechanism for conducting internal assessments. The sessional examination is conducted by an Examination Board constituted of three members headed by the Vice-Principal of the college. The board notifies the academic departments to set question papers for the examination. The pattern of question paper of the final examination is closely followed to make the students acquaint with the upcoming final examination. The exams are conducted as per the guidelines prescribed by the affiliating university. The answer scripts are evaluated by the faculty members of respective departments. Utmost priority is given to maintain sincerity, impartiality and fairness of judgment. Evaluated answer scripts are generally shown to the students of Honours classes to point out their mistakes and to offer necessary suggestions for improvements. This helps the students to figure out their mistakes and to note down the correction. For the students of

Generic/Regular course mark sheets are displayed in the notice board of the respective departments. For any query and confusion, students can consult the respective teacher. Internal assessment is combined reflection of marks obtained in the sessional examination along with auxiliary components like home assignments, group discussion, seminar presentation, attendance in class etc.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Examination related grievances are mainly of two categories i.e. grievances about internal assessment conducted by the institution and grievances about final examination conducted by the university. Hence, both these grievances are redressed according to their merit with utmost care to student sensitivity.

Institutional Level:

- The Heads of the Department are primarily responsible for redressal of all grievances about evaluation, including the internal assessment marks awarded to the students. They have the initial jurisdiction over complaints against internal assessment. In case of dissatisfaction, the same may be put before the Principal. The Examination Board appointed by the principal then looks into such grievances and redress them at the earliest.
- Institutional level grievances are solved within two three days.
- The college has a Grievance Redressal Cell comprising of senior faculty members for objective and effective redressal of the grievances of the students.

University Level:

- An aggrieved student with grievance at university level shall make an application to the university through the principal of the college. The principal, after verifying the facts, shall forward it to the concerned section of

the university. The university redress all such grievances within a reasonable time.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme Outcomes are displayed at the notice board in front of every department. Learning Outcomes are available in the departments for ready reference to the teachers and students. The college has clearly stated the learning outcomes for its courses on College website (www.nalbaricollege.ac.in). Every course has specific set of objectives which are approved by the Committee for Courses and Studies (CCS) of Gauhati University. Course Outcome of the respective subjects is designed by considering these objectives. The copies of the syllabi are kept in respective departments, the College library and also in the website of the college for the use of the students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college measures the attainment of the Programme Outcomes, Program Specific Outcomes and Course Outcome through the evaluation systems for each programme which is a combination of formative and summative evaluation. The affiliating university reserves 80% marks for summative assessment and 20% marks for formative evaluation. Accordingly, the knowledge and skills described by the course outcomes are measured through the

semester examinations, sessional examinations along with the in-house mechanism of continuous internal evaluation which includes auxiliary components like unit tests, home assignments, group discussion, seminar presentation etc. Throughout the semester the departments record the performance of students. Course outcomes are also evaluated through the departmental review meetings of the end semester examination results. The individual departments assess the results of the courses and chalk out desirable interventions to achieve better outcomes. The attainment of Programme Outcome is monitored through the progression of alumni of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

854

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://nalbaricollege.ac.in/upload/naac/Student%2020Satisfacti on%2020Survey%2020and%2020Feedback%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has a Research Cell comprising faculty member from various departments to monitor and address diverse issues pertaining to research. The main objective of this cell is to regularly organize research promotion events like conferences, seminars, workshops, invited lectures etc. in the campus, to motivate faculty for doctoral and post doctoral research and to provide guidance for publication of research papers in reputed journals. With a view to give adequate exposure to the faculty and the students of the college national level seminar and workshops are periodically being organized in the college. The college also motivates the students to prepare posters, individual projects on academic topic, individual power point presentations etc. The college provides e-resources to the faculty and students through N-List-INFLIBNET in the central library.

To inculcate the spirit and culture of research among faculty as well as students the college has decided the following major steps:

- To arrange monthly presentation of the faculty that would facilitate exchange of ideas between student and faculties.
- To create more academic MoUs with institutions of eminence
- To create a fund to be utilized for promotion of research

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

12

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

21

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Education confined to academic activities in class-rooms and laboratories tend to turn institutions into islands. The teachers and students tend to be theoretical and self - centered because of such attitude to education. This is not good for the society and the nation, and ultimately the individual. Led by this realization, educational institutions have tried to extend their activities to the society around in different ways. These activities pertain to academic sphere, health and hygiene, socio-economic issues and cultural sphere. Our college community is no exception to this philosophy. Over the last few years we have adopted a village (Mugkuchi Village) and a school (Kamrup Vidyapith High School) in the vicinity and initiated some interventions there to effect positive changes in its environment, and health and hygiene status, school education and social awareness. Faculty members have spent quality time with students of the schools taught them and tried to appreciate their problems. Different departments, cells,

centers of the institution have conducted workshops/orientation programmes/awareness lectures on and off the campus involving the people, especially of the rural areas, on sustainable development, gender sensitization, women and law, health and hygiene, especially of women, environmental protection, harnessing and strengthening of cultural forms and strengths, aids awareness, blood donation etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Nalbari College being a relatively older one, (established long back in 1945) faces the daunting task of preserving and repairing and upgrading its early structure in a place prone to regular water logging and floods. In spite of this we have done our best to develop and add built-up space keeping in mind our present and future needs. There are fifty seven (57) classrooms where theory classes and lectures are held. There are fourteen (14) ICT enabled classrooms, three (03) Computer Centres, two (02) Seminar Halls, one (01) UGC Network Resource Centre and one (01) Digital Class Room. The number of laboratories is eighteen (18) that cater to the needs of students of honours and regular/generic course in Physics, Chemistry, Botany, Zoology, Geology, Geography, Statistics, B. Sc IT and Education. The class rooms and laboratories are spread evenly in different buildings. All the classrooms can accommodate general classes as well as tutorial space. All together the college has one hundred and nine (134) computers used for academic and administrative purposes. Along with the central library, each academic department of the college is equipped with a departmental library separately.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Students only, books only - make the teaching-learning process rather jarring and monotonous. The possibility of losing out on a healthy body is also very real in such an eventuality. There is one way for preventing this: cultivation of sports & games and culture alongside curricular activities. For the outdoor games and sports, the College has one of the biggest playgrounds measuring 20,664 square meters on its campus. It came into being with the institution itself in 1945. Students and teachers use it regularly for athletics, volleyball, football, cricket etc. though water logging in rainy season creates problems. Facilities for indoor sports are being developed now. An indoor stadium is under construction. There are spaces like hall, common rooms that the students have been using for indoor games like chess, carom and table tennis. The college also has a gymnasium with multi-gym facilities. Cultural interests and activities like song, music, dance, drama, lead to the holistic and balanced growth of students, and consequently the society. The college has modest infrastructure in terms of halls and one old auditorium to facilitate these activities

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1324937

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of ILMS Software : SOUL
- Nature of Automation : Fully
- Version : 2.0
- Year of Automation : 2014

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

176136

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)
4.2.4.1 - Number of teachers and students using library per day over last one year

3456

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Ours is truly an age of information that needs to be accessed

and processed really fast. This creates the ecology for knowledge creation leading to all round development. Educational institutions like colleges and universities should act as nodes in this network of information that is truly global now. Our college is doing its best to be a part of this network. In a mode of evolution, the institution has moves from the stage of landline BSNL connection through broadband internet connection to WI-FI campus. At present, there are many computers updated regularly linked to the virtual information highway that help the teachers and students to access information relating to academic matters, admission and administration, and exercising career options.

- The College has a Computer Centres for providing academic computing facilities to the faculty and students.
- All the academic departments have been provided with computers, printers and LCD projectors. Departmental computers are with net connectivity which helps the teachers and students to utilize the vast store of e-resources.
- The library is partially automated with SOUL software and it extends with Internet facility to the students and faculty.
- The college has a well furnished smart class room with smart board and projector.
- The college office is being digitalized in a phase manner. The college has successfully initiated online admission process from this session.
- One fully digitalized classroom with video conference facilities

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

166

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

3545569

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Different systems and procedures have evolved over these decades of its existence, about the maintenance and utilization of its physical infrastructure. For this the need is collection of funds, its judicious utilization to create and maintain physical assets, and discrete distribution of its assets. There are established mechanisms evolved and applied by the

institution guided by the Governing Body (G.B.). The Building Committee of the college which is constituted in line with the directives of UGC monitors the major construction/renovation works. Distribution of space, classrooms, laboratories, computers etc. is decided as per need. The purchase of laboratory equipments and other chemicals, specimens etc. is done by the Purchase Committee of the college as per requirement submitted by the teaching departments through the HoDs. The Library Committee is responsible for making necessary purchase of learning materials like books and journals as per recommendations received from the academic departments. The committee periodically supervises the functioning of the library. The responsibility of augmentation and maintenance of sports infrastructure is vested upon the Department of Physical Education. Similarly, the IT facilities are supervised by the Department of Computer Science. Sub committees like Canteen Committee, Girls' Hostel Management Committee, Beautification Committee etc. are constituted with a view to ensure optimum utility of the infrastructural facilities of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

3466

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

55

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

55

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

119

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

20

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college has a student council namely "Nalbari College Students' Union" (NCSU). The office bearers of NCSU take office for one year. All the office bearers and class representatives are elected by an electoral college consisting of students who are engaged in full time studies in this college. Each session, the Principal deposes a group of teachers as Professor-in-Charge of different portfolios with a senior teacher as the Union in-Charge to monitor and navigate the activities of the Students' Union.

The mission of the Students' Union is to protect and promote the interest of the students' community inside the college campus. The union communicates the voice of the common students to the college authority as they are directly connected with the latter. Thus, from preventing ragging in the campus to suggesting the administration to improve the amenities of the student, the NCSU has become a vital organ of Nalbari College community.

To nurture leadership qualities and execution skills of the students, the College creates a platform for the active representation and participation of the students in the various academic and administrative bodies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has a rich legacy of brilliant alumni. Most of them are successful in their own profession. From Vice Chancellors to successful politicians, entrepreneurs, academicians our alumni bring laurels to the institution. The Alumni Association of Nalbari College is a vibrant wing of this age old institution with chapters like Departmental Alumni, Boys' Hostel Alumni etc. The association usually meets once in a year. The Alumni meets with the current batches and mentors them through the networking forums to the best of their abilities. They share their experiences, knowledge and advice

the students. Through these alumni meets, a strong bond is created between the passed- out students and the current batch. Our alumni are alive to the societal cause also.. Departmental Alumni meets are regularly conducted by all the departments. The passed outs of yester years share their accomplishments and their success mantra with the younger mates of the departments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision statement of the College revolves round the motto in its crest - Vidyaya Vindate Amritom- knowledge leads to eternality. It is the goal of the institution to impart education to the students, who will make the future of the society, the locality, the state, the nation and the world - through different disciplines and subjects. This is aimed at making students knowledgeable with enough critical faculties to distinguish and discriminate. There is also emphasis on imparting/facilitating the learning of different skills that will turn them into whole personalities having more chance of being employed, and ideal citizen of the state and good human beings.

The matching mission for this vision is to sustain the attained infrastructure and quality, and improve upon it. Creation of more options, especially those having contemporary relevance,

while strengthening the earlier ones, is a crucial component of this mission. Integration of different skills, traditional and unconventional to the sphere of education on the campus is another aspect of the mission that will turn the students into whole personality not lopsided ones. Opening of Cells/Centers, platforms and practices to such an end is an indispensable part of our mission.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Governing Body of the college in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates on all academic matters through the Heads of Departments who are appointed on a rotational basis. In this way, all faculties of the departments get to play a role in decision-making and participative management of their respective departments. The inclusion of teachers' representatives in the Governing Body of the College also on a rotational basis enables the faculty members to participate in different academic deliberations and often play a role in decision-making. University examinations are conducted in the institution through committees set up for the purpose and here too responsibility and leadership is delegated to the faculty members, e.g., officers-in-charge are now appointed on a rotational basis and they are responsible for the smooth conduct of each set of examinations. Participative management and decentralization are also evident in the shuffling of committee members which ensures that faculty members play an active role in different committees during their tenure. The entire process of participation and decentralization is co-ordinated by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has its own strategic and perspective plan which is prepared to realize the vision and mission of the college. An example of successful implementation of the strategic plan is the introduction of more new skill based programmes. As per the suggestions made by the NAAC Peer Team to introduce new courses in innovative and emerging areas, the institution has started two skill based self financing programmes namely B. Sc. in Information Technology (B.Sc. IT) and Bachelor of Physical Education (B,P.E) from the session 2013-14. The introduction of these two courses has created positive vibes in the campus. A good stock of students have shown their interest towards self financing skill based courses. Reviewing this trend, the college authority has decided to initiate more of such courses like PGDCA, BCA and MA in English from the current session to open up career opportunities for students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has a well set decision making processes headed by the Governing Body (G.B.), which is constituted in line with the directives of the state government. As the highest decision making body of the college, the G.B. frames directive principles guiding the institution and amends and approves policies from time to time. The Principal along with the G.B make policy decisions and the Academic Council in collaboration with the Vice-Principal serves as the internal decision making body regarding academic matters. The two way mechanism of seeking responses, getting feedback and implementing policies is exercised through the Principal. The IQAC is an important agency of internal decision making. It implements norms and sets standards for quality and excellence in the campus. There are different bodies like Teachers' Unit, Non-Teaching Unit,

Building Committee, Campus Discipline Committee, Grievance Redressal and Anti-Ragging Cell, Research Cell, Women's Study and Development Cell etc., that give academic and administrative leadership to the institution. An optimum level of decentralization and participative decision making process are, thus, practiced in the campus.

Like other colleges of Assam, the service rules of our college is also controlled and monitored by the Directorate of Higher Education, Assam. In matters of service procedures, recruitment and promotional policies the college strictly adheres to the directives and guidelines of the state/central government and UGC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The College undertakes various welfare activities for both the teaching as well as non-teaching staffs. All the statutory

leaves are granted to the faculty members and on duty leaves are given to the teaching staffs for attending Orientation Programme and Refresher Course. The College encourages the faculty members to attend Seminars and Conferences at various levels. The College authority has decided to reimburse the registration fee for the faculties who present papers in seminars and conferences in national and international levels.

There are a few other welfare schemes that cater to the needs of teachers and employees on the one hand, and the needy students on the other. The first one is a mutual benefit fund called Teachers' Mutual Benefit Fund, Nalbari College. This fund provides loan facilities to the teaching and non teaching staff of the college with nominal interest and minimum paper works. The share from the members is collected from the salary and the dividend is also distributed among the share holders yearly. Any accidental medical help or other financial need is to meet up by this fund. The college has a Health Centre along with an on-duty nurse to address the immediate medical attention of the staff and the students. The Grievance redressal mechanism as well as the Internal Complaint Committee is there for all staffs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

72

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance of the employees associated with an institution decides its quality and stature. To maintain continuity with suitable improvement of such performance, standardized assessment at regular intervals is a must. Our college develops a mechanism of its own for performance appraisal of faculty members through the Internal Quality Assurance Cell (IQAC). The IQAC serves a performance appraisal format to each of the fulltime faculty before the completion of the academic year. All faculty members are to report their annual activities and submit it within a stipulated timeframe. The teachers have to appraise the IQAC of their academic and research works, publications and contributions to corporate life, co-curricular, extension, professional development, etc. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement.

The students at the end of their course give a feedback about all the teachers subject wise. There are also Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college conducts internal as well as external financial audits regularly. Internal audit is an ongoing continuous process in addition to the external audits to verify and certify the entire income and expenditure and the capital expenditure of the institute each year. A competent Internal Auditor is appointed by the college authority and a team of non-teaching staff under him do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. An external audit by a registered chartered firm is also carried out on an elaborate way on annual basis. The objections raised by the auditors are duly addressed. So far there have been no major findings or objections. Minor errors of omissions and commissions when pointed out by the audit team are immediately rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal & external financial audit system.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The health of any educational institution, college or university, is ontologically linked to availability and utilization of resources. Good and adequate infrastructure, enough space, educated and skilled staff, good students - all make and flow from resources ultimately. But having enough resources will not ensure the internal strength of the institution, in itself. There must be proper planning to get the maximum returns in terms of both quantity and quality on every pie spent. Nalbari College as an institution is aware of this necessity and has been doing its best within limitations on these two fronts: mobilizations of funds and utilization of resources. The college takes steps to mobilize resources in different ways:

1. Admission fees of students, periodically revived and raised
2. Submission of proposals to the government departments and funding agencies like U.G.C.
3. Introduction of Self Financed Courses
4. Imposition of rental charges for using the Conference Room and Play Ground of the college
5. Giving the college canteen to a vendor on rent
6. Earning resources as Institutional share for providing Study Centre of IDOL, GU and KKHSOU
7. Resource collected from sell of fish of college pond

Every pie of the resources thus mobilized are utilized with utmost transparency with the approval of the Governing Body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) of Nalbari College was formed back in 2007 as a part of post accreditation quality sustenance initiative. The IQAC strives to bring quality enhancement into the academic sphere of the institution. As a nodal agency the cell also significantly contributes to develop and implement quality benchmark for academic and administrative activities of the college.

The IQAC has been contributing to institutionalize the quality assurance strategies and processes by undertaking various effective measures. Our college is committed to its mission to impart quality education and to produce competent and industrious human resource through empowering the young learners. The IQAC supports the institution to focus on this stated mission and never to deviate from its goal. Accordingly, the cell persists with its efforts to create a conducive learning environment that fosters all around development of its students so that they can be accommodated with the changing traits of higher education.

The efforts of the cell for institutionalizing the quality assurance strategies and processes can be best seen in:

1. the incremental improvement of physical infrastructure of the college
2. introduction of new subjects (both in UG and PG levels)
3. increased use of ICT in the classrooms
4. expansion of various extension activities through NSS, NCC and other cells of the college
5. promotion of research atmosphere in the campus

6. regular collection of feedback from students and other stakeholders

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews its teaching-learning process, structures & methodologies of operation annually. It also verifies the learning outcomes periodically through student feedback and departmental meetings. The Academic Council of the college consisting of the Principal, Vice-Principal and all the Head of the Departments is the core body that plans, monitors and reviews teaching- learning and other activities of the institution.

Departmental Review Meetings are the best forum to improve the quality of teaching of respective academic departments. In these periodic review meetings, individual teachers report to the HoD their progress of syllabus and also share any doubts/problems they confront in the teaching process. Such healthy exchange of ideas helps the faculties to improve their methodology of teaching.

Feedbacks are the best measure to review the learning outcomes of the learners. Hence the IQAC regularly collects feedback from students in a specially designed format. Steps are taken to improve overall performance of the college by analyzing the feedback from the students. Measures are taken to enforce necessary improvements by the HODs and the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nalbaricollege.ac.in/upload/agar/AQAR%202019-20.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Nalbari College community is alive to the issue of Gender Sensitivity. It strives to nurture gender sensitive temper in and outside the campus. To ensure gender sensitization, the college takes appropriate measures in the following specified area:

Safety and Security:

The college has a safe and secured campus with 24 X 7 CCTV surveillance along with provision of security guards and night watchman. Bodies like Anti Ragging Cell, Campus Discipline Committee, and Internal Complaint Committee etc. keep a strict vigil of the activities of the campus. The library provides separate reading space for both boys and girls. There is a provision of functional Health Care Centre with facility of a nurse to meet up emergent health issues of the college fraternity as a whole. Security arrangement with 24X7 power backup facility is there in Girls' Hostel of the college along with the provision of an on call Doctor.

Counseling:

Personal and health counseling for girl students are regularly conducted in the college. The lead in this regard is taken by Women's Study and Development Centre, IQAC, NSS and NCC units of the college.

Common Room:

The College provides separate common rooms for both boys and girls with sanitary amenities. The Girls' Common room is equipped with Sanitary Napkin Incinerator.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The College has its own mechanism for Waste Management which is as follows:

Solid waste management: Each blocks of the college has number of dustbins to collect the dry waste products which are segregated in the central waste management plant into three categories viz. Single used plastic, Recyclable & Reusable and Biodegradable wastes. Scrap vendors carry away the Single used plastic and some amount of the Recyclable and Reusable waste products. Biodegradable solid waste is then dumped at the Vermi Compost plant.

Liquid waste management: The sewage of the college is drained into the soak pits constructed for this purpose.

E-waste management: The College has a MoU with a local computer farm named Nexus Computers, which takes away the e-waste products for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The vision and mission of the College has been holistic development of students and empowering them. With this objective, there is a merit-based selection of students from all communities with varied socio-economic backgrounds. Seats

are reserved following the reservation rules prescribed by the state and the central government. Cultural programmes on various occasions are organized. Such programmes lay much emphasis on social harmony and awareness of the rich heritage of our country while at the same time inculcates collaborative work environment and hone organizational and leadership skills. Celebration in the form of either competitions or events of institutional and/or university/state level are held in the campus. In the youth festival organised by the parent university our students have performed consistently well. Multicultural and multilingual cultural programmes organised by different cells and centres of the college help to promote linguistic harmony and subsequent awareness. Students are encouraged to join the different Social Outreach Units of the College to actively work with people from diverse socio-cultural backgrounds with an aim of improving society and make a better tomorrow.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

As an educational institution, the College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. During the commencement of each session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the Institution. The young minds who are going to be the responsible citizens of tomorrow learn the lesson of exercising their rights and performing their duties. In the different programmes celebrated by the college like Independence Day and Republic Day. The students and employees of the Institution are addressed by the Principal of the College with the message from the Constitution of India. The significance of the specific day is illustrated to all with the words from the Preamble, Fundamental Rights and Duties enshrined in the Constitution of the country. The students are taught to obey the supreme law of the land and respect the symbols of national unity like

National Flag and National Anthem. The College Website displays a Handbook of Values for the students and employees to understand the importance of social responsibility, good citizenry and empowerment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

As an educational institution, the college organizes national festivals and birth and death anniversaries of many great Indian personalities to show respect to these great Indian traditions

and her visionaries. Some important events celebrated in the campus are:

Republic Day

Independence Day

National Unity Day, 31st October

National Science Day

Teachers Day

World Environmental Day

International Earth Day, 22nd April

NSS Day, 24th September

NCC Day 23rd November

Dr. Bhupen Hazarika's Death anniversary, 5th November

National Youth Day 12th January

Gandhi Jayanti

House Sparrow Day, 20th march (Celebrated since 2015)

International Yoga Day, 21st June

Biodiversity Day, 22nd May

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

BEST PRACTICE - 1

BEST PRACTICE - 1

Title of the Practice: 'Kavya Dibash(The Day for Poetry)

Objectives: • To provide exposure of recent trends of poetry to the students.

The Context:To create proper ambience to nurture young talents.

The Practice:In order to foster the creative enterprise of the students, the Poetry and Philosophical Centre(PPC) of the college decided to organize a programme entitled 'Kavya Dibash' (The Day for Poetry)every year.

Evidence of Success:

This year, renowned poet, Nilim Kumar was invited as the guest of honour. All the poems recited in the programme were collected by the PPC and then published in a volume.

Problems Encountered and Resources Required:

1. Paucity of fund is a perennial problem.
2. The tight academic schedule of the semester system

BEST PRACTICE - 2

Title of the Practice: Blood donation camp

Objectives: To provide blood to Blood Bank of the Civil Hospital.

The Context:Blood donation is a noble practice. It is beneficial to both the donor as well as for those who need it.

The Practice:Every year the college community donates blood to the blood bank once or twice a year.

Evidence of Success: The NSS unit of Nalbari College in collaboration with Blood Bank, SMK Civil Hospital, Nalbari organizes a Voluntary Blood Donation Camp in the College campus.

Problems Encountered and Resources Required:

Misunderstanding and apprehension regarding blood donation.

File Description	Documents
Best practices in the Institutional website	https://nalbaricollege.ac.in/upload/naac/BEST%20PRACTICE%202020-2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The vision statement of the College revolves round the motto in its crest Vidyaya Vindate Amritam- knowledge leads to eternality. It is the goal of the institution to impart education to the students, who will make the future of the society, the locality, the state, the nation and the world - through different disciplines and subjects. This is aimed at making students knowledgeable with enough critical faculties to distinguish and discriminate. There is also emphasis on facilitating the learning of different skills that will turn them into whole personalities having more chance of being employed, and ideal citizen of the state and good human beings.

The vision of the college is tailored with its mission to produce competent and industrious human resource. The college has an enviable track record of brilliant results. Many a times it has clinched the ranks of University Toppers both in UG and PG levels. Apart from regular academic exercises, our students have also left their mark in co and extracurricular activities. The field of quizzing is being dominated by students of Nalbari College for last few decades. In the Youth Festival organised by Gauhati University our students continue their dominance with the award of Best Zonal Team for consecutively three years. This is the result of the continuous and balanced effort of the college to encourage, monitor and nurture the abilities of the young learner. This untiring vision ward zeal of the college marks its distinctiveness.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Thrust on research based activities
2. Thrust on activities like Gender Sensitization etc.
3. More student centric programmes
4. Preparation for participation in NIRF during this session
5. Submission of proposal for DBT STAR College scheme
6. Conduction of AAA