



YEARLY STATUS REPORT - 2021-2022

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	7002671159
• 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))

https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_PDF/MTM0Mzk=

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%20Calendar%202021-22.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 1	Fee Waiver Scheme	State Government	2021-22	50,24,161

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? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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)

1. FDP on Intellectual Property Rights (online) from 21.06.2021 to 27.06.2021

2. Workshop on Language Teaching (online) from 12.08.2021 to 13.08.2021

3. One-Day Workshop on SWAYAM: E-Content Creation and MOOCs on 30.09.2021

4. Popular Talk on Technology for Common People on 10.11.2021

5. Mentoring programme for preparation for submission of Proposal Under Star College Scheme on 18.05.2022

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
Promotion of the spirit and culture of research among faculty as well as students	Monthly presentations of the faculty organised to facilitate exchange of ideas between students and faculties. Provision of institutional incentives to the faculties for research promotion has also been initiated from the current session as per suggestion of NAAC Peer Team.
To organize seminar/workshops	All together more than 27 symposiums/workshops/FDPs both in online and offline mode are organised.
Extension activities to build good rapport with the society	Various extension programmes are organized in the fringe areas under the aegis of NSS, NCC and other cells and centres.
Submission of propossal For DBT STAR College Scheme.	Mentoring session organised. Propossal submitted to DBT. Propossal accepted and invited for final presentation.
Feedback process to be continued	Feedback of faculties is collected, analyzed and action taken

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Nalbari College	18/04/2023

14. Whether institutional data submitted to AISHE

Part A

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Governing Body, Nalbari College	18/04/2023				
14. Whether institutional data submitted to AISHE					

Year	Date of Submission
2021-2022	02/03/2023
15.Multidisciplinary / interdisciplinary	
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.	
16.Academic bank of credits (ABC):	
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.	
17.Skill development:	
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.	
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 Gauhati University is not implementing 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 2619

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 420

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

File Description	Documents
Data Template	View File

2.3 867

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

Extended Profile

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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	View File
4.Institution	
4.1	65
Total number of Classrooms and Seminar halls	
4.2	7787351.58
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	144
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	View File
Link for Additional information	https://nalbaricollege.ac.in/upload/class_routine/Class%20Routine%202021-22.pdf

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	View File
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	A. All of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Details of participation of teachers in various bodies/activities provided as a response to the metric</td><td>View File</td></tr> <tr> <td>Any additional information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	View File			
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Any additional information	View File								
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									
5									
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File Description	Documents								
Any additional information	View File								
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)									
4									

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

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

143

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

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 Curriculum designed by the affiliating university includes a number of courses on Gender, Human values, Professional ethics and Environmental issues. Apart from delivering the prescribed courses on these cross-cutting issues, our institution has taken several practical steps through different Cells.

Courses on Gender issues:

Gender equity and sensitization have been taught in several courses on different subjects. For example, Historical interpretations with special reference to gender, Women and Education, Women Power and Politics, Population and Settlement Geography, Political and Social Philosophy; Women's Writing and several other papers cover courses on gender-related issues.

Environmental issues:

Environmental Studies has been compulsorily taught to students of the BA program. Likewise, Environmental Geography and Disaster Management, Human Geography, Environment and Development, Environment and Population Education, Environment

And Politics, Principles of Ecology, Wildlife Conservation and Management, Ornamental Fish etc. cover courses on environment.

Human Values and Professional Ethics:

Courses like Functional English, Applied Statistics, Practical Geography, Ethics, Welfare Economics, Teachers' Education in India, Value and Peace education etc. cover various aspects of Human values and professional ethics.

Besides delivering the above-mentioned courses, several programmes have been organized by the institution through NSS Cell, Women's Cell, and IQAC.

File Description	Documents
Any additional information	View File
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

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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	View File

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

171

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
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File Description	Documents
URL for stakeholder feedback report	https://nalbaricollege.ac.in/upload/naac/1684853727.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
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://nalbaricollege.ac.in/upload/naac/1684853727.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**990**

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****348**

File Description	Documents
Any additional information	View File
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
2619	79

File Description	Documents
Any additional information	View File

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

Studentcentric 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:

- Activities such as group discussions and problem-solving

sessions are conducted to increase the involvement, understanding, critical thinking and leadership quality of the students.

- Co-curricular Activities like student seminars, spot quizzes, debates, student exchange programmes, poster competitions, essay competitions etc. are organized on a regular basis by various departments.
- Teachers make classes interactive and encouraging through the audio-visual methodology.
- Students actively participate in field visits, surveys, institutional visits etc. to enhance their learning experience.
- The students are exposed to hands-on training, laboratory experiments and guided projects.
- Students learn management and leadership skills by organizing and coordinating various activities under the banner of the Student's Union of the college and the respective associations of the departments.
- Extra curricular activities of the students are also appropriately nurtured. They are encouraged to participate in inter and intra-college events.
- The Annual College Week fest is organized to showcase students' accomplishments in various cultural, sports and literary events.
- To hone the artistic talent of the learners, the college has innovative platforms like Language and Linguistic Centre (LLC), Poetry and Philosophy Centre (PPC), Centre for Theory and Praxis (CTP), and Fine (Visual) Art Centre.

File Description	Documents
Upload any additional information	View File
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

To engage students in a conducive learning process teachers are combining technology with traditional modes of instruction. Every department uses ICT teaching-learning processes to support, enhance, and optimize the delivery of course content

- Faculty members resorted to extensive use of ICT during the pandemic times when distant teaching learning became

the only mode of communication between the teachers and the students.

- Institution emphasizes the usage of ICT tools including Google Apps (Google Drive, Google Classroom, Google Meet, Google Form etc.), Computer Systems, LCD Projector, Wi-Fi etc.
- All the departments are IT-enabled with internet connections. Honours classrooms of every department are equipped with an LCD projector and computer.
- The college has a digital classroom where multimedia teaching aids like computers, LCD Projectors and internet facilities are in use.
- E-resources like N-list, e-books and e-journals, Shodhganga, National Digital Library etc. are used by teachers where the courses need updated information.
- Teachers prepare power point presentations and other materials like relevant videos etc. to deliver their lectures for creating the best learning environment for students.
- The Audio-Visual Aids are effectively utilized by the faculty members to demonstrate the concepts to the students to enhance their learning experience.
- The college has implemented an ICT-enabled system for student admission and support such as Registration, online form fill-up for examinations etc.

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

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

79

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

61

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

39

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

1004

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. The board notifies the academic departments to set question papers for the examination. The pattern of question papers for the final examination is closely followed to make the students acquainted with the upcoming final examination. The exams are conducted as per the academic calendar and guidelines prescribed by the affiliating university. The answer scripts are evaluated by the faculty members of the respective departments. Utmost priority is given to maintaining 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 courses, mark sheets are displayed on the notice board of the respective departments. For any query and confusion, students can consult the respective teacher. Internal assessment is a combined reflection of marks obtained in the sessional examination along with auxiliary components like home assignments, group discussion, seminar presentations, 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

The College has a transparent, time-bound and efficient mechanism to deal with internal examination-related grievances. Examination-related grievances are mainly of two categories i.e. grievances about internal assessment conducted by the institution and grievances about end-semester examination conducted by the parent university. Hence, both these grievances are redressed according to their merit with utmost care to student sensitivity.

Institutional Level:

1. The Heads of the Department are primarily responsible for the 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 redresses them at the earliest.
2. Institutional-level grievances are solved within two-three days.
3. 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:

1. An aggrieved student with a grievance at the 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 redresses 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.

All programmes possess their own learning outcomes set out by the university itself as a preface to the syllabus. Students are explained the objectives and expected outcomes of their programme on admission and also through Orientation programs. Course Outcomes are displayed on 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 the College website (www.nalbaricollege.ac.in). Every course has a 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 on 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 takes care of the attainment to rationalize the POs & COs by following the listed mechanisms:

1. The institute follows the academic calendar of the affiliated university.
2. The college measures the attainment of the POs & COs 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, and sessional examinations along with the in-house mechanism of continuous internal evaluation which includes auxiliary components like unit tests, home assignments, group discussion, seminar presentations etc.

3. All the faculty members maintain evaluation reports and, on this basis, the attainment level of PO, and COs are obtained.
4. Throughout the semester the departments record the performance of students.
5. 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.
6. The progression of the alumni to higher education and their placement upon completion of the course is monitored.

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

636

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/1684473282.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)**

0.5

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 members 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. on the campus, to motivate faculty for doctoral and post-doctoral research and to provide guidance for the 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 topics, individual PowerPoint presentations etc. The college provides e-resources to the faculty and students through NList-INFLIBNET in the central library.

- To inculcate the spirit and culture of research among faculty as well as students the college has decided on the following significant steps:
- To arrange monthly presentations of the faculty that would facilitate the exchange of ideas between students and faculties.
- To create more academic MoUs with institutions of eminence.
- To initiate funding to be utilized for the promotion of research by the faculty members.

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

2

File Description	Documents
Report of the event	View File
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

5

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

10

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

5

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 classrooms and laboratories tends to turn institutions into islands. Led by this realization, educational institutions have tried to extend their activities to the society around them in different ways. 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.

The college effectively runs National Service Scheme (NSS), and National Cadet Corps (NCC). Through these units and other cells and centres, the institution has conducted workshops/orientation programmes/awareness lectures on and off the campus involving

the people, especially the rural areas. During pandemic conditions, the distribution of sanitiser, masks etc was carried out to help society's needy families. The News Letter of the college adequately documents such enthusiastic participation of students in such programmes.

Through these activities, the students could understand well the value of serving society. They have understood their responsibility and commitment towards the community and society. They have shown significant improvement in matters of holistic development, i.e. physical, mental and experimental development.

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

13

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

535

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)	View File

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

2

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	View File

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

2

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

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.

Campus area:

The College campus is spread over 16.1 acres of land out of which approximately 8.11 acres of land have been used as built-up space. The classrooms and laboratories are distributed evenly in different buildings. Modernization and updating of infrastructure resources are carried out from time to time for effective teaching and learning process. The Institution provides modern infrastructure like smart classrooms, updated laboratories, and a library with a reading room. As per the change in the syllabus, the institution continuously upgrades infrastructural facilities.

Classrooms:

Classrooms are well-ventilated with natural air and are having abundant sunlight. There are sixty-five (65) classrooms where theory classes and lectures are held. There are fourteen(14) ICT-enabled classrooms, one (01) Central Computer lab, two (02) Seminar Halls, one (01) UGC Network Resource Centre and one (01) Digital Class Room.

Laboratories:

The number of laboratories is eighteen (18) that cater to the needs of students of honours as well as regular/generic courses. Laboratories are updated from time to time. Timely purchase, maintenance and repairs are carried out. All the labs have proper lighting and ventilation.

Computing and Internet facilities:

There are 139 desktop computers; 05 laptops; with LAN connectivity and a Wi-Fi facility. The departments are equipped with printers along with desktops. There are 04 scanners and 02 Xerox machines in the college office.

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.

Sports:

For outdoor games and sports, the College has one of the biggest playgrounds measuring 5.1 acres 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. Recently on the 4th of September, 2021, the college signed an MoU with Assam Cricket Association for the development of the college field. Facilities for indoor sports are being developed now. An indoor stadium is under construction. There are spaces like hall and common rooms that the students have been using for indoor games like chess, carom and table tennis.

Gymnasium:

A gymnasium equipped with the items like a motorized treadmill, manual treadmill, multi-gym set, pull-up set, multi-purpose gym bench, dumbbell and exercise cycle is available for faculty, staff and students.

Facilities for Cultural Activities:

Cultural interests and activities like song, music, dance, and drama, lead to the holistic and balanced growth of students, and consequently 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	View File
Paste link for additional information	https://nalbaricollege.ac.in/upload/naac/1685435205.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

2638030.00

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

SOUL 2.0 has been installed in the library since 2014 through which circulation work of the library has been started by using bar code in the students' integrated identity card cum library card. The TNG Library is a registered member of N-LIST programme of INFLIBNET since December, 2015. Along with an e-resource Centre in the library Wi-Fi connection in the college campus is available too.

File Description	Documents
Upload any additional information	View File
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

A. Any 4 or more of the above

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)**534872.00**

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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****31**

File Description	Documents
Any additional information	View File
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**

The college upgrades its IT infrastructure regularly to meet the current technical requirements.

- Anti-virus is regularly updated.
- The College has a Computer Centre for providing computing facilities to the faculty and students.
- All the academic departments have been provided with computers with LAN connection, printers and LCD projectors. Departmental computers are linked to the virtual information highway that helps the teachers and students to utilize the vast store of e-resources.
- A Library Management Software (SOUL 2.0) is installed at the Library to keep track of the books and journals which was installed in 2014. The library has its own dedicated server supported by Online Public Access Catalogue (OPAC) through the e-resource

- The college has a well-furnished smart classroom with a smart board and projector.
- The college has successfully initiated online admission process from the last session.
- College Website is regularly updated.

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

4.3.2 - Number of Computers

144

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

7787351.58

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

There are established mechanisms evolved and applied by the institution guided by the Governing Body (G.B.). The Principal as per the recommendation of the GB constituted different committees to look after the matter associated with the infrastructure and learning resources. The committees after discussion submit their recommendations to the Principal. The Principal tabled the matter in GB. After getting recommendations, the Principal implements them.

Classrooms:

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.

Laboratories:

The purchase of laboratory equipment and other chemicals, specimens etc. is conducted with the approval of the Purchase Committee of the college as per requirements submitted by the teaching departments through the HoDs.

Library:

The Library Advisory Committee is responsible for making necessary purchases of learning materials like books and journals as per recommendations received from the academic departments. The committee periodically supervises the functioning of the library.

IT Infrastructure: IT facilities are supervised by the Department of Computer Science. A firm viz. S.S. Technology is also engaged

(on a tender basis} for updating IT facilities.

Sports Complex:The responsibility for the augmentation and maintenance of sports infrastructure is vested in the Department of Physical Education.

Similarly, the Subcommittees like Canteen Committee, Girls' Hostel Management Committee, Beautification Committee etc. are constituted with a view to ensure optimum utilization 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

1091

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

1093

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)	View File

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

A. All 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)	View File

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

152

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

152

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited 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	B. Any 3 of the above
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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

57

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)	View File

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

235

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

14

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)	View File

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.

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
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)

Students are the key stakeholders of the institution. They are appropriately engaged in both academic and administrative activities. 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. 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. Every year the NCSU organizes the Annual College Week comprising various extracurricular activities. Thus, from preventing ragging on the campus to suggesting the administration to improve the amenities of the student, the NCSU has become a vital organ of the Nalbari College community.

To nurture the 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. Students play a vital role as members of academic bodies like IQAC, NSS Cell, NCC, Career Counseling and Placement Cell, Canteen Committee, Alumni Committee, Beautification Committee and Administrative Bodies Like Students' Union, Grievance Redressal Cell, Anti Ragging Committee, and Internal Complaint Committee (ICC).

File Description	Documents
Paste link for additional information	https://nalbaricollege.ac.in/upload/newsletter/1674537225.pdf
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

2505

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, and 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 a year. The Alumni meet with the current batches and mentor them through the networking forums to the best of their abilities. They share their experiences, knowledge and advice with 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 yesteryear 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 around 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 an emphasis on imparting/facilitating the learning of different skills that will turn them into whole personalities having more chance of being employed, and ideal citizens 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. The 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 into the sphere of education on the campus is another aspect of the mission that will turn the students into whole personalities, not lopsided ones.

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 administrative power has been decentralized and participative management is being practised by a delegation of responsibilities to the IQAC, Vice-Principal, HoDs and Coordinators of various Cells and Committees.

The Governing Body of the college in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates 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 the 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 are 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 coordinated 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 a 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). The introduction of these two courses has created positive vibes on the campus. A good stock of students has shown their interest towards self-financing skill-based courses. Reviewing this trend, the college authority has initiated more such courses like PGDCA, BCA and MA in English 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 process 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 in internal decision-making. It implements norms and sets standards for quality and excellence on the campus. There are different bodies like the Teachers' Unit, Non-Teaching Unit, Building Committee, Campus Discipline Committee, Grievance Redressal Cell, Internal Complaint Committee, Anti-Ragging Cell, Research Committee and 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 is, thus, practised on the campus.

Appointments of sanctioned posts are made as per govt. rules and norms cited in the govt. gazette. Temporary appointments are made by the College Governing Body. Like other colleges of Assam, the service rules of our college are also controlled and monitored by the Directorate of Higher Education, Assam. In matters of service rules 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	View File

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 staff. All the statutory leaves

are granted to the faculty members and on-duty leaves are given to the teaching staff 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 at seminars and conferences at 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 Nalbari College Employees Thrift and Credit Society. 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 shareholders 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. Provision of the gymnasium, parking space, safe drinking water facility, hygienic canteen with subsidized rates are available for both teaching and non-teaching staff. The Grievance redressal mechanism as well as the Internal Complaint Committee is there for all staff.

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

27

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)	View File

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

17

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

The performance of the employees associated with an institution decides its quality and stature. To maintain continuity with the suitable improvement of such performance, standardized assessment at regular intervals is a must. Our college develops a mechanism of its own for the performance appraisal of faculty members through the Internal Quality Assurance Cell (IQAC). The IQAC serves a performance appraisal format to each of the full-time faculty before the completion of the academic year. All faculty members are to report their annual activities and submit them 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 feedback about all the teachers subject-wise. There are also Grievance Redressal and Suggestion boxes placed at strategic locations on the campus where the students can express their queries 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 in an elaborate way on an 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 the recurrence of such errors in future. The institute regularly follows an 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)

1.5

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

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 the availability and utilization of resources. Good and adequate infrastructure, enough space, educated and skilled staff, and 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:

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

Every pie of the resources thus mobilized is 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 developing and implementing quality benchmarks for the academic and administrative activities of the college.

The IQAC has been contributing to institutionalising 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 resources through empowering young learners. The IQAC supports the institution to focus on this stated mission and never deviate from its goal. Accordingly, the cell persists in 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:

- the incremental improvement of the physical infrastructure of the college
- increased use of ICT in the classrooms
- expansion of various extension activities through NSS, NCC and other cells of the college
- promotion of research atmosphere on the campus
- 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 the syllabus and also share any doubts/problems they confront in the teaching process. Such a 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 the 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

C. Any 2 of the above

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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 areas:

Safety and Security:

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

Counselling:

Personal and health counselling for girl students is regularly conducted in the college. The lead in this regard is taken by the 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	https://nalbaricollege.ac.in/upload/naac/1685945525.pdf
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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
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 block of the college has a 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 Single used plastic and some amount of 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 an 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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	B. Any 3 of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Geo tagged photos / videos of the facilities</td><td>View File</td></tr> <tr> <td>Various policy documents / decisions circulated for implementation</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant documents</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Various policy documents / decisions circulated for implementation	No File Uploaded	Any other relevant documents	No File Uploaded			
File Description	Documents										
Geo tagged photos / videos of the facilities	View File										
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	B. Any 3 of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certification by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certificates of the awards received</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant information</td><td>No File Uploaded</td></tr> </tbody> </table>	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	
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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	A. Any 4 or all of the above										

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

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 have been the 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 inculcating a collaborative work environment and honing organizational and leadership skills. Celebrations 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 the aim of improving society and making 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 the National Flag and the 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,

B. Any 3 of the above

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.

File Description	Documents
Code of ethics policy document	View File
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 visionaries. Some important events celebrated on 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
- 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	View File
Any other relevant information	View File

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

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 a 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, Kuladhar Saikia 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 funds 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 the Blood Bank of the CivilHospital.

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 on the College campus.

File Description	Documents
Best practices in the Institutional website	Nil
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 around the motto in its crest Vidyaya Vindate Amritam- knowledge leads to eternalty. 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 an emphasis on facilitating the learning of different skills that will turn them into whole personalities having more chance of being employed, and ideal citizens of the state and good human beings. The vision of the college is tailored to its mission to produce competent and industrious human resources. The college has an enviable track record of brilliant results. Many times it has clinched the ranks of University Toppers both at the 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 the 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	No File Uploaded
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 the DBT STAR College Scheme