



# ACADEMIC POLICY



**NALBARI COLLEGE, NALBARI**  
**ASSAM**

## **ACADEMIC POLICY**

Nalbari College Nalbari is a premier institute of higher education in Assam. From its inception i.e., from 1945 the institute is striving to achieve academic excellence through quality education with experience and motivated faculty members. The college is dedicated to its mission to enhance skill, innovation and research pursuits in the society.

### **Objective**

The academic policy of the Nalbari College discloses the policy and procedure adopted by the college to maintain and enhanced the standard of quality education of the institution. The institute is responsible to its students to develop professional skill, communication skill and sense of creativity to prepare them to face the challenges of the time.

### **Policy**

- The Principal of the College will be the overall in charge of all academic affair of the college; He will be assisted by Vice Principal of the college in all academic matter.
- The college has an Academic Council. This council is headed by Principal. The Vice Principal of the college and IQAC coordinator are the permanent member of the council, All Heads of the department of the college are the member of the Council. The management of the institute i.e. GB will ensure the implementation of various policies to meet its mission and vision.
- The primary duty of the Academic Council is to guide and advice Principal in all academic matter of the College. The council periodically discusses various academic issues relating to the academic up liftment of the student and the institution. The Principal of the college is sought to implement the advice of the Academic Council of the College.
- The institute will follow the Academic calendar prescribe by the affiliating university. However the institute has a policy to follow that calendar with all sorts of modification as per the requirement of the institute,
- The Academic Council will ensure the preparation of Semester plan and in time conduct of examination.
- The Head of the Department will ensure proper subject allocation among the faculties of the department. At the same time he will also ensure the proper in time progression and completion of courses in the department.
- The faculties of the institute will ensure quality teaching, timely completion of syllabus, holding invited lecture, workshop etc. to give an inclusive exposure to the student

- To monitor and ensure quality of education the institution has a policy for conducting academic Audit every year.
- The management of the college emphasize to increase the number of ICT tools for teaching
- The institute always emphasis on experiential learning.
- Mentor Mentee system is application in the institute by which faculties are always mentoring the students of their respective department.

### Action Plan

- Teaching plan and course information sheet is prepared by the faculty.
- The course material and content delivery is prepared with ICT tools for a vibrant student centric learning environment in the institution.
- Departments are offering various types of skill based add on courses for the student.
- Various workshop, invited lecture, symposium etc are organized by the institution at regular interval to impart education in more effective way.
- Different field trips are organized by various departments to encourage experiential learning.

### Conclusion

To make student self reliant and responsible citizen of the nation the management of the Nalbari College is earnestly working in creating an inclusive learning atmosphere for its students. To make the faculty equipped with all new technological advancement in the field of education the college is doing its level best to create an ambiance of ICT enable classroom to make learning more students centric. Academic accountability and assessment are the motto of this academic policy to sustain with quality education.



A blue ink handwritten signature, appearing to be "Dr. Kamal Nayan Patowary".

(Dr. Kamal Nayan Patowary)

Principal

Nalbari College, Nalbari

*Principal*

Nalbari College, Nalbari

Nalbari, Assam