SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

NABINCHANDRA COLLEGE, BADARPUR

PO AND PS BADARPUR DISTRICT KARIMGANJ (ASSAM) PIN 788806
788806
www.nccollege.ac.in

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Our college is situated in remote backward area close to international border in south Assam and is about 70 km away from the nearest airport that is Silchar Airport at Kumbhirgram. We clearly remember that we concluded the Peer Team Meeting at the end of the First Peer Team visit on August 21, 2004 in our college by saying, 'In the end is our beginning'. This statement stood for the beginning of a new era in the corporate academic life of Nabinchandra College, Badarpur. The new dimension brought was well accepted by the college. The qualitative change in the corporate life of our college has been impressive and with many impediments we successfully got CGPA 2.72 in the Second Peer Team visit in 2011. This reflects the continuous endeavour of the college to make qualitative improvement in every sphere of its academic life.

Motivation plays a vital role in improving quality in a backward area. What is needed is the change of the mindset in order to take advantage of all the physical resources. The development of our college since reaccreditation in 2011 has been satisfactory. We have increased our infrastructure and other material resources and we still have a long way to go.

Vision

To make higher education accessible to all aspirants of the local society, with special emphasis on meeting the needs of the girl students and those belonging to rural backward sections of the society, keeping in mind quality in education.

Mission

- To impart higher education to boys and girls in Arts, Commerce and Science.
- To promote the education of the local youth including women and youth of the backward classes.
- To impart quality education to the youth irrespective of caste, creed, race, gender and religion.
- To promote physical, mental and moral growth of the youth in order to enable them to face the complex challenges of life.
- To foster feelings of liberal humanism, mental tolerance, national intregation, brotherhood and fellowship among the students in particular and the society in general.
- To do all such things which are ancillary or incidental to the attainment of all or any of the above-mentioned subjects or which may be deemed conducive to the interests of the college.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Strengths

I.Educational opportunities for the students mostly belonging to SC/ST and Minority communities, women in particular

ii. Transparent admission process

iii. Regular holding of college internal exams like class tests, unit tests and periodical exams/

iv. Career Counselling

v. Ragging-free campus

vi. Gender equality and harmony

vii. Communal and Religious harmony

viii. Auditorium with modern facilities

ix. Ideal location as the entry point to the 3 districts of South Assam

x. Pollution-free high- power generator

xi. Fully automated central library with Inflibnet facilities and e-journal access for both students and teachers and also having separate section of Digital Library for e-learning.

xii. Healthy teacher-student-parent relation.

xiii. Highly sophisticated class rooms with smart boards, projectors, LAN, wifi etc.

Institutional Weakness

1. Understaffed faculties and office
2. Lack of Girls' and Boys' hostels
3. Lack of a separate library building
4. Lack of a separate administrative building
5. Poor economic and academic background of the area
6. Lack of consciousness of the parents for educating their children

Institutional Opportunity

1. Scope for academic expansion
2. Scope for improvement of the existing facilities
3. Scope for opening new courses
4. Scope for recruitment of more faculty members and office staff
5. Scope for further development of the central library

6. Scope for further development of Computer Centre

Institutional Challenge

Competition from private institutes

ii. Increasing unemployment of the educated youth

iii. Poor communication with the rest of the country and poor infrastructure in the region affecting the academic and socio-economic prospects of the people of the area

iv. Lack of educational awareness among the majority people of the locality affecting prospects of higher education of the growing generation.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Under Curricular Aspects, the college has introduced honours programs in science stream and at present we have honours program in Physics, Chemistry, Mathematics and Ecology and Environmental Science. Our college has also introduced B.Voc in Information Technology to provide skill development to the youth.

Teaching-learning and Evaluation

Under Teaching-Learning and Evaluation, the college has a transparent admission process whereby students are admitted on the basis of merit. Our methods of providing education is a combination of the traditional lecture method and modern ICT tools. In the class room we have replaced earlier black board chalk with white board and marker. Moreover, to reach every student of the class we have also introduced cordless microphone system in the class. Qualified teachers are appointed to teach the various courses. It is important to note here that the college has become a TDC final examination evaluation zone of Assam University, Silchar with effect from the session 2013-14.

Research, Innovations and Extension

Under Research, Consultancy and Extension, the college has a Research Cell. This Cell is continuously motivating the teachers to take up research projects and also present papers in the different seminars. To help the teachers in publication the research cell has brought out a Research Journal 'Edusearch' with ISSN. The extension activities are mainly done by NCC and NSS units of our college. NSS unit of the college has organized Blood donation awareness programe and Blood donation camps. Also the same unit has organized Health Camps in the villages for the benefit of the people.

Infrastructure and Learning Resources

Under 'Infrastructure and learning Resources' the college has over the years increased the number of classrooms and other physical resources to meet its growing academic needs. Similarly, the college library has grown to serve the students better with books and latest technology. The Central Library of the college is fully digitalized and automated. The college subscribes to a number of electronic and print journals.

Student Support and Progression

Under 'students support and progression' the college is situated in an economically under-developed area in a backward area. With the support from the government of Assam poor students (whose annual family income is below one lakh) are provided free admission.

Moreover, with available means the college provides scholarships to the meritorious students. Moreover, Career Counseling & Guidance Cell organizes classes to the SC/ST and minority students. This cell also organizes coaching classes to guide the students for civil services, bank PO, TET, C-TET and other competitive examinations. The college organizes placement programs for the benefit of the students with collaboration with the local industries and organizations that can provide employment opportunities to the students.

Governance, Leadership and Management

Under 'governance and leadership', the college has a specific vision to bring higher education to all the aspirants of the society in general and of the greater locality in particular. For effective management the Governing Body of the college forms a 'Planning Board' to plan the infrastructural development of the college. Moreover, the Governing Body forms Construction Committee, Project Monitoring Unit and Purchase Committee for effective implementation of infrastructural development works. It also approves 26 committees/cells constituted by the Teachers' Council for advice, effective planning and necessary implementation.

Institutional Values and Best Practices

Under Innovative Practices, the college has introduced ways to make learning fun and interesting at the same time. Teachers often conduct role playing methods like mock-interview sessions, peer-teaching and so on. Brainstorming sessions are conducted in the classrooms to develop the capacity of the students in solving real-life problems. The teachers often use audio-video tools to elongate the interest of the students in the classes.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NABINCHANDRA COLLEGE, BADARPUR
Address	PO AND PS BADARPUR DISTRICT KARIMGANJ (ASSAM) PIN 788806
City	BADARPUR
State	Assam
Pin	788806
Website	www.nccollege.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Associate Professor	SANTOSH KUMAR DEY	-	9435076271	-	santoshdey4@gmail.com
Principal	MORTUJA HUSSAIN	03843-268153	9435177246	03483-268153	n_ccollege@rediffmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	

Date of establishment of the college	02-08-1969

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Assam University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	13-11-1987	View Document
12B of UGC	13-11-1987	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	PO AND PS BADARPUR DISTRICT KARIMGANJ (ASSAM) PIN 788806	Rural	9.43	10000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HS	English	800	799
UG	BA,Bengali	36	HS	English	1340	1329
UG	BA,Economics	36	HS	English	570	564
UG	BA,Political Science	36	HS	English	950	945
UG	BA,History	36	HS	English	370	361
UG	BA,Arabic	36	HS	English	200	198
UG	BCom,Commerce	36	HS	English	380	374
UG	BSc,Physics	36	HS	English	110	105
UG	BSc,Chemistry	36	HS	English	160	154
UG	BSc,Mathematics	36	HS	English	110	108
UG	BSc,Ecology And Environmental Science	36	HS	English	70	67
UG	BSc,Botany	36	HS	English	100	91
UG	BSc,Zoology	36	HS	English	110	107
UG	BVoc,B Voc In Information Technology	36	HS	English	60	51

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				4				28
Recruited	0	0	0	0	4	0	0	4	17	8	0	25
Yet to Recruit				0				0				3
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				26
Recruited	0	0	0	0	0	0	0	0	19	7	0	26
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	8	0	0	8
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				21
Recruited	15	6	0	21
Yet to Recruit				0

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Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	0	0	9	4	0	15
M.Phil.	0	0	0	0	0	0	3	2	0	5
PG	0	0	0	3	0	0	5	1	0	9

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	2	0	5
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	11	3	0	14

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	4	0	0	4

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	5	0	0	5

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	63	0	0	0	63
	Female	16	0	0	0	16
	Others	0	0	0	0	0
UG	Male	845	0	0	0	845
	Female	962	0	0	0	962
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	67	67	69	82
	Female	65	79	87	89
	Others	0	0	0	0
ST	Male	4	4	2	1
	Female	2	3	3	4
	Others	0	0	0	0
OBC	Male	70	76	82	88
	Female	64	78	78	84
	Others	0	0	0	0
General	Male	493	527	560	607
	Female	389	468	538	578
	Others	0	0	0	0
Others	Male	0	1	1	2
	Female	3	3	1	1
	Others	0	0	0	0
Total		1157	1306	1421	1536

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response : 14

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	13	10	10	10

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1536	1421	1306	1157	1025

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
355	327	301	262	249

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
533	303	345	297	235

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
55	53	50	50	49

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
32	32	32	32	32

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3.4 Institution

Total number of classrooms and seminar halls

Response : 29

 Number of computers

Response : 80

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
192.22258	210.30181	156.68515	112.15586	122.49644

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Our institution always endeavors to ensure delivery of curriculum through proper planning and system actually. At the start of the session our institution prefers a Centralized routine according to guidelines of Assam University and UGC. From this Centralized routine every department come to know about the number and time of classes. Each department then holds a meeting and distributes the classes among the faculty members of the department as per the routine. The departments in their meeting distribute the syllabus unit wise and depending on the specialization and other factors among the faculty members of the departments.

Regarding progress of syllabus all the departments try to complete the syllabus within the stipulated time and for this month-wise progress is monitored. Every department reports the percentage of the progress of syllabus to the authority in the meeting held between the Principal and the HODs of the respective departments. In the meeting, if the progress of any department is not found satisfactory then that department is requested to take necessary steps to complete the syllabus within the stipulated time.

File Description	Document
Link for Additional Information	[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 35.02

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	2	3	3	4

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 35.71

1.2.1.1 How many new courses are introduced within the last five years

Response: 5

File Description	Document
Details of the new courses introduced	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 14

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 3.32

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
48	33	79	31	25

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Courses which address gender-

1. Political Science (Honours) –Feminism
2. Economics (Honours)- Women labour
3. History (Honours) –Gender studies.
4. English (Honours) Feminist Theory

Courses which address Environment and Sustainability –

1. Foundation Course in Environmental Studies.
2. Ecology and Environmental Science.
3. Economics (Honours)- Environmental Economics.

Courses which address Professional Ethics

Business Ethics in Commerce

File Description	Document
Link for Additional Information	[View Document](#)

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 1

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 1

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 9.83

1.3.3.1 Number of students undertaking field projects or internships

Response: 151

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 100

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1536	1421	1306	1157	1025

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1536	1421	1306	1157	1025

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
355	327	301	262	249

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The respective departments of the college assesses the learning level of TDC Honours Students by organizing class test after about one(1) month of the start of new academic session and the answer-scripts are returned to the students so that they can seethemselves their strength and weakness. The teachers also interact with the students in the classroom to assess the learning level. The students are encouraged to interact during the deliberation of lectures. Necessary suggestions are given to improve their performance. The college holds Unit Test (Centralized) for all TDC students in each semester to assess the learning level of students.

As regards special programmes for the advanced learners, the departments usually encourage them by supplying study materials, Text books & Reference books on critical topics which are not easily available to them.

In addition to normal classes & Unit Tests the College organizes programmes for the slow learners, such as (1) Remedial coaching classes and (2) Tutorial classes.

2.2.2 Student - Full time teacher ratio

Response: 27.93

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

Response:

The student- teacher interaction method is applied in the classroom. The teachers invite the students to take part in the deliberation in the classes. They are asked to voice their doubts /confusion related to the deliberation of a topic. Questions raised by the students solved in the class itself if and when possible or else the teacher concerned explains the matter to the student in the next class. Moreover, the students are advised to meet the teachers in the departmental room or in the Teachers' Common Room whenever the students have some enquiry related to any academic issue. Again, the participation of students in the learning activities is ensured through the publication of College magazine, Departmental Wall magazine, holding of Departmental Seminars etc. A number of students take part in these annual academic activities. Further, the college organizes various students-centric programs like Debate competitions, Quiz competitions, Essay writing competitions and so on. The college also celebrates important days with complete support and involvement of the students. The college observes Voters Day, Gandhiji's birth Day, National Youth Day and so on to enhance the general awareness of the students. In addition to the above, the students are advised and encouraged to take part in inter-college debate competitions, Quiz competitions and Essay competitions whenever such opportunities arrive. Each department has its own Whatsapp group where students can put various academic enquirers which are addressed by the concerned teachers.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 85.45

2.3.2.1 Number of teachers using ICT

Response: 47

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 48

2.3.3.1 Number of mentors

Response: 32

2.3.4 Innovation and creativity in teaching-learning

Response:

Our methods of providing education is a combination of the traditional lecture method and modern ICT tools. In the class room we have replaced earlier black board chalk with white board and marker and smartboards. Moreover, to reach every student of the class we have also introduced cordless microphone system.

The college has introduced ways to make learning fun and interesting at the same time. Teachers often conduct role playing methods like mock-interview sessions, peer-teaching and so on. Brainstorming sessions are conducted in the classrooms to develop the capacity of the students in solving real-life problems. The teachers often use audio-video tools to elongate the interest of the students in the classes.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 160.63

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 6.55

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	2	3	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 7.78

2.4.3.1 Total experience of full-time teachers

Response: 428

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college has tried its level best to integrate latest learner-centric strategies with classroom teaching which have been followed since 2005. Policies, plans, rules and decisions of the college administration are made after taking into consideration the teaching-learning process adopted in the college. The college has used different strategies and has tried to create an atmosphere conducive to the strategies adopted. Both teachers and students are assigned responsibilities in order to ensure active participation and regularity of both the affected parties.

Steps taken:-

1. Centralized regular Unit Tests before semester examinations.
2. Departmental class test to help the teacher understand the   progress of the students.
3. Group discussion.
4. Seminars by students.
5. Guest lectures for providing variety.
6. Use of digital media as and when required.
7. Use of social media to disburse information.
8. Providing students with question banks.
9. Providing students with previous years' question papers.

10. Absentees are reported to parents/guardian.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The college has a transperent mechanism of internal assessment of the students. As per the CBCS system per semester two unit tests are to be taken. So the examination cell of the college centrally organises two unit tests in each semester. The papers are evaluated by the examiners appointed by the examination cell. The evaluated papers are scrutinized and marks are moderated by a team of teachers of concerned department headed by the concerned HOD. Moreover each department holds departmental tests independently every month as per the decision of the concerned department to assess the progress of the students and to find out the problamatic areas of the students. The programmes of centrally organised unit tests are notified well advance in the notice board as well as in the college website www.nccollege.ac.in. Every care has been taken by the college for the transperency and frequency of Internal Assessment.

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

Response:

The college takes all necessary steps to address the examinations related grievances of the students. The college sets up a special body of staff members to record any complaint regarding the names, subjects

mentioned in the admit card. Also the college arranges for prompt distribution of admit cards before the examinations begin. Before every examination, be it unit test or semester examination, a special meeting of the Teachers' Council is held to arrange and address all matters related to the examinations. After unit test, the papers are checked within the stipulated time and the results are made available to the students. The students can also see their answer-scripts if they so desire. The system is transparent as all the marks scored by the students are put up in the notice board.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The University publishes academic calendar each year before commencement of each session. The Institution holds the Teachers' Council meeting and prepares schedules for all the unit tests to be conducted centrally by the Examination cell according to the academic calendar. The HODs hold departmental meetings and prepare the schedule of departmental seminars, publishing wall magazines etc.

The college has a transperent mechanism of internal assessment of the students. As per the CBCS system per semester two unit tests are to be taken. So the examination cell of the college centrally organises two unit tests in each semester. The papers are evaluated by the examiners appointed by the examination cell. The evaluated papers are scrutinized and marks are moderated by a team of teachers of concerned department headed by the concerned HOD. Moreover each department holds departmental tests independently every month as per the decision of the concerned department to assess the progress of the students and to find out the problamatic areas of the students. The programmes of centrally organised unit tests are notified well advance in the notice board as well as in the college website www.nccollege.ac.in. Every care has been taken by the college for the transperency and frequency of Internal Assessment.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The course outcome or results of all the program is declared by the Affiliating University. Our college gives a link to the students to see the results in the website. Moreover, the result of our college is downloaded and also separately displayed in the college website and notice board of the college. The copies of result booklets are also kept in the office which can be accessed by the teachers and students.

The outcomes of the internal examinations of the college are also uploaded in the website and displayed in the notice board of the college which can be accessed/seen by the students and teachers. A meeting of the teachers is convened after declaration of the results to analyse the performance of the students.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The attainment of program outcomes and the results are evaluated by the respective departments and evaluated in the HOD meetings and Teachers' Council meetings. Basically the college follows percentage method of measuring outcomes. A higher level of percentage shows a good result and lower percentage shows a less than satisfactory result.

The college has adopted the system of analyzing department wise result and always tries to fix the responsibility for the unsatisfactory performance of the students of any particular course. At the same time for the attractive result the teachers of concerned departments are greeted, encouraged and inspired. For example in 2016 a student of B.Sc 5th Semester maths honours became the First class first (Gold Medelist), of Assam University Silchar. At the same time the same student became the best Graduate 2016 of Assam University Silchar. To recognized this remarkable achievement of the department of Mathematics of the college a grand programme was organized in which repeated academicians, members of Governing Body and well wishers of the college were also invited and the teachers were publicly greeted and garlanded. The student was also falicitated, awarded with cash money and N.C. College Award of excellance. On the other hand for any unsatisfactory result the causes are sincerely detected and addressed for immediate improvement.

2.6.3 Average pass percentage of Students

Response: 37.34

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 199

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 533

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 11

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
8.00000	3.00000	0	0	0

File Description	Document
List of project and grant details	[View Document](#)
e-copies of the grant award letters for research projects sponsored by non-government	[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.01

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 3

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 257

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

ECO SYSTEM FOR INNOVATIONS:

Nabin Chandra College is having separate R&D cell. The R&D cell comprises of faculty members from various departments of the institute. This cell functions as the Innovation-Cum-Incubation Centre. It is instrumental in drawing up the innovation strategy power and in creating road maps/action plans for the College. The members of the cell develop ideas for nurishing and nurturing and developing N C College community.

The following is a proposed list of activities that the Centre is envisaged to undertake:

- Technology transfer..
- Igniting Youth Innovation.
- Collaboration with industry, other colleges, regional and national stakeholders
- Creation of knowledge sharing mechanisms inside the college
- Training and mentoring
- Innovation awareness and outreach

N C College innovation strategy and roadmap

This committee oversees the smooth and efficient coordination of research and development activities in the institute, thus fostering overall growth.

Aims and Objectives of R&D Cell

Aims

- To inculcate the spirit and culture of research amongst faculty and students.
- To enhance interaction and cooperation between researchers for interdisciplinary and multidisciplinary work.
- To forge academic and research collaborations with national and international· universities, government agencies and industries.
- To establish links with various R&D organizations and funding agencies for sponsored and contract research.
- To take up problems faced by local industry and provide solutions to them.

Objectives

- To organize research promotion events like conferences, seminars, workshops, invited lectures, webinars.
- To motivate faculty for doctoral and post doctoral research.·
- To encourage faculty to undertake research projects in thrust areas in science and technology with funding from various national and international agencies. To promote research publications
- To establish liaison with near and far industry and identify the technological challenges being faced by them.

-
  - Explore technological developmental opportunities in common application areas such as transport, traffic regulation, security, healthcare etc. and assign them to faculty and students.

  - To initiate and promote MoU with industries, other colleges and R&D organizations for consultancy, collaborative research, sponsored projects, industry institute interactions etc.
  - To arrange brainstorming sessions through talks by eminent personalities from industry,R&D organizations and institutions of repute for the better understanding of research methodology and practices currently followed.
  - To support faculty for delivering talks at different events and conducting workshops, training programs, seminars, conferences, symposia, faculty development programs.
  - To keep everyone informed about announcements by various funding agencies like DST, DAE, DRDO, ISRO, CSIR, AICTE, UGC, University etc.

  - To motivate students for presenting papers in National and International conferences and projects in competitions and exhibitions like AVISHKAR at university level. Interdepartmental / collaborative work to be encouraged.
  - To monitor progress of the research and development activity.
  - Collaborative research partnerships with academic institutes and industry are encouraged and fostered.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.1

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	9	7	4	3

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.35

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	18	0	0

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The students of the Nabinchandra College, Badarpur have been actively involved in different extra-curricular activities through NCC, NSS, Sports, Cultural Programmes, Educational Tour, etc., along with various routine activities of the college.

The NCC cadets, NSS Volunteers, and other students of the college have been regularly participated in different NCC, NSS, and co-curricular activities like yoga, ceremonial drills, blood donation, Swachh Bharat Abhiyan, medical camp, first aid training, disaster management drills, neighbourhood cleaning, child counselling, tree plantation, socio-economic survey, flood relief, street drama, etc. Besides, NCC Cadets, NSS Volunteers and common students have also participated in awareness programmes on deadly disease specially cancer, heart disease, Voters' Day, National Unity Day, Education Day and different social issues like dowry problem, mass literacy, drugs-tobacco addiction, etc. The involvement of cadets, volunteers and common students in these activities has made tremendous impact on their all-round development as an enriched, active and disciplined person. It has been observed that student's experiences in various fields left remarkable positive impact on students' emotional, intellectual, social and inter-personal development skills. Further, students' involvement in different activities trained them in the art of communication, positive attitude, team work, leadership qualities, time management etc.

The extension activities among the students mentioned above have inculcated a sense of unity and discipline. They have attained a sense of social responsibility with strong feeling for the nation. And also involvement of students in different co-curricular activities enabled them in facing critical situations, developing their competence, gaining enough maturity, interacting skill, building new relationship, etc. It has been also observed that the students' interaction with diverse groups of individuals in an outside classroom environment enriched them with qualities like self confidence, leadership, and positive outlook. These qualities in turn made them a good human being with good character, discipline, honesty, sense of unity, love for nature etc. So, their experiences in extension activities developed a linkage of academic knowledge with practical knowledge, which by default will be strength for them whenever students have to face and fight different obstacles in their life. Finally, it may be concluded in these few words that the involvement of students in various activities has developed their sense of social responsibility as a human being for holistic development of the nation.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 14

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	6	1	0	4

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)

3.4.3 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 last five years

Response: 12

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., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	5	2	1	2

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 60.81

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
895	879	745	760	627

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 2

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Nabinchandra College has developed the campus with modern facilities/learning resources as per the curriculum requirements and norms of statutory/regulatory bodies. The college has adequate number of classrooms and laboratories for an effective teaching-learning process. However, the college authorities and management regularly evaluate the facilities and take sincere care for improving them according to the growing demands. In recent years, several constructions and renovations have taken place to accommodate the needs of the students and faculties to cope with the advanced technology based educational scenario.

The college provides resources and infrastructure for academic excellence according to its vision, mission and objectives.

It has 2 all-in-one smart classrooms with scanners.

The college has two academic buildings and a total of 24 classrooms.

All the classes in the college have Wi-Fi facilities.

It has 2 classes with smart device with short through LCD projector.

It has 10 classrooms with permanently installed short through projectors..

It has 9 tutorial rooms.

Projectors are often used by the teachers in all classrooms as the college has portable projectors which may be put up in any classroom.

The Central library of the college is fully automated with latest technologies, separate digital library for e-learning, separate reading room facility for students and teachers. The library has a book bank specially meant for needy students. Books are also available in the departmental libraries.

The college has a total of 5 science laboratories for Physics, Chemistry, Botany, Zoology and Ecology and Environmental Science .

It has 3 computer laboratories with 55 computers with LAN facility.

The college has 1 auditorium with the capacity to accommodate 500 people. The auditorium has one long through big projector with remote controlled screen,2 LCD projectors with HD camera for projection and reflection of any programme.

The college has 1 highly sophisticated conference hall with 30 delegate microphones , AC facility, all-in-

all smart LED etc. The sitting capacity of the hall is 65.

The college also has students common rooms where students may continue their studies at their free time and also may play indoor games.

The college regularly collects feedback from the students on academic and infrastructural development.

The college has resolved to keep up with the changing job market scenarios and has also introduced courses and skill enhancement programmes from time to time.

Every department conducts seminars and workshops to enhance the teaching-learning process along with the regular classes according to schedule. Seminar halls, classrooms and other amenities as required for teaching –learning activities are made available by the respective coordinators and members.

The students of the college have their representation in important decision making and implementation bodies.

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

Response:

The institution with its limited scope has provided adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc) and cultural activities

The college has always given high importance to games and sports as well as to other cultural, extra-curricular activities. Games and Sports are always first in the mind and the effect can be seen in the large number of trophies that have accumulated over the years. The college has won several inter-college and inter-district sports events. The N.C. College cricket team has built quite a formidable name for itself in inter-college cricket. The team became Champion of Assam University Inter College Cricket Tournament (Men) 2013 and Runners Up in 2016. Every year the college organizes a week long sports and cultural events, in addition to regular routine events of Games & Sports, to encourage the students to develop other skills apart from academics.

The college has its own Mini playground in front of its Buildings for regular practice of various games and sports like Badminton, Volleyball, Cricket, Football, Shot put, Discuss throw, High Jump, Long Jump, Tug of War etc. Moreover, there is a big Railway Playground, within 500 meters from the campus of the college, which is also used by the students for playing Cricket, Football etc.

The college has provided facilities for a large number of indoor games like Table tennis, Carom, Chess etc. Every year the college holds Arm Wrestling Championship which is a much coveted event.

The college has all facilities for conducting yoga sessions. International Yoga Day is celebrated every year. Multigym facilities are also available in the college gymnasium along with punching bags for practicing boxing. One instructor for yoga and Gym has been serving in the college on regular basis.

The college has an well equipped Auditorium of 12000 sq.ft to hold cultural events, prize distribution ceremonies of various events of Games and Sports, in addition to regular routine programmes and functions of the college.

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 29

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 20.21

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
75.00	53.07	33.50	9.30	8.70

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Library is automated using Integrated Library Management System (ILMS)

Data Requirement for last five years: Upload a description of library with,

- Name of ILMS software: KOHA
- Nature of automation (fully or partially): Fully
- Version:
- Year of Automation:

In the year 2006 the central library of the college was automated through Open Source WINISIS Library Software. After that, in the year 2004 library was automated through Integrated Library Management Software SOUL. Now Central Library of the College is automated through KOHA Library Software with RFID technology.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Data Requirement for last five years:

Provide the description of library enrichment which includes

Name of the book/manuscript	Name of the publisher	Name of the author	Number of copy(s)	Year of publishing
Right to Information Guide	RTI institution of India	M.K. Shekhar	1.	1.
•	Jnanada. Prakashan	S. Chandra	5 Vols.	1.
Research Methodology	•	○	1.	1.
World class Encyclopaedia of music	CyberTech Pub.	A.Kumar	1.	1.

4.2.3 Does the institution have the following:

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 5000

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
5000	5000	5000	5000	5000

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.45

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 23

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Describe IT facilities including Wi-Fi with date and nature of updatation within a minimum of 500 characters and maximum of 500 words

The College has excellent IT facilities. The College have a two Computer Laboratories having 21 computers along with LAN connection, where students and teachers can access internet-resources There are 2 servers and 10 client computers in the Central Library of the College. Among 2 servers, one for Koha Library Software and another for D-Space Digital Library. Besides, 11more computers are in the different sections of the college such as IQAC Room, Office of the college, Commerce HOD Room, NCC Room and Examination Cell respectively. Updatation of Computer Hardwares and Softwares is being done time to time subject to the availability of the latest hardwares and softwares.**(Require some information about smart class etc.)**

4.3.2 Student - Computer ratio

Response: 19.2

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 23.48

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities

excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
37.81	31.92	39.86	35.83	30.85

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

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.

Response:

The college has a total decentralised administrative system. The Governing Body is at the top of the administration in formulating the internal mechanism and policies for maintaining and utilising physical, academic and support facilities like laboratory, library, computers, class rooms, etc. As per concerned guidelines of higher authorities. But most of the implementing academic and advisory committees and cells are constituted by the teachers council with effective representation of all stakeholders which are normally approved by the Governing Body.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 45.04

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1466	926	371	194	199

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.06

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	13	17	14	11

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1.For competitive examinations
2.Career counselling

       3.Soft skill development
       4.Remedial coaching
       5.Language lab
       6.Bridge courses
       7.Yoga and meditation
       8.Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.52

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	13	15

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 3.94

5.2.2.1 Number of outgoing students progressing to higher education

Response: 21

File Description	Document
Details of student progression to higher education	[View Document](#)

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 2.46

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	14

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	114

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Teachers' council of the college every year every year constitutes and Election Cell for the Students' Union Election as per the provisions of the Constitution of Students' Union Election approved by the appropriate authority. The Committee is approved by the Governing Body. After one month from the date of commencement of classes the schedule of Union Election is unanimously prepared by the Election Cell and announced by the Principal. Accordingly the interested students submit their nomination papers, which has scrutinized as per the provisions of the Constitutions which are adopted on the basis of the report of Lyndo Commission. The system of secret ballot is always adopted to conduct elections of the Students' Union. We have adopted two tire system of Students' Union Election. In the first phase all the class representatives are elected directed by the students of concerned classes. In the second phase, the elected class representatives elect their representatives for different port folios. The college always adopt measures for and fair election of the Students' Union and inspire the meritorious students for active participation.

The college also takes sincere care for having active participation of the representation of the students in all the important committees of the college with an intension to make them a part of the process of all round development of the college. As a result a sense of family bonding has been developed among all the stake holders of the college in general and the students in particular. The Nabinchandra College has been now well recognized as a Nabinchandra College Family.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 12.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	13	14	12	12

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Our college has an Alumni Association and this Association meets at least once in a year. The Association, at the time of admission every year, significantly contributes to the admission process. The Association helps the students to choose the subjects and also gives tips to the students to perform better in the examinations. The Association members personally provide financial help and rewards the students whose performance is outstanding and good. At times it also extends help to the needy students either in cash or in kind (books, reading/writing materials etc.)

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 14

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	3	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution. To achieve the vision and mission the leadership of governance of the college has engaged each and every stake-holder of the institution in the tune of achieving the vision and mission. Hence, the leadership of governance our college is decentralized and participatory. The structure is such that all the stakeholders have fair chance of presenting their views in different academic and administrative matters. Different Committees function with fair independence and if any problem arises it is resolved through consultation & discussion in an amiable atmosphere.

The infrastructural plan of the college is made by the Planning Board and other activities of the college are planned by the concerned committees/cells. Every cell makes a plan to be implemented in a year and strategies are adopted to realize the objectives of the plan.

As regards participation of teachers in the decision making bodies, our college can say with pride that in all decision making bodies teachers are the main force. In Governing Body of the college, teachers have representation as per government norms. In all the decision making bodies of the college, teachers participate with a sense of responsibility. It is important to note here that 26 committees/ cells of the college are constituted/reconstituted by the Teachers' Council every year at the beginning of the session and these committees are duly approved by the Governing Body.

6.1.2 The institution practices decentralization and participative management

Response:

The college believes in the decentralization of decision making and participative management. The highest decision making body is the 'Governing Body' of the college in which representation from teachers, parents, University and other stakeholders are accommodated. In all other important Committees and different sub-committees representation of teachers and non-teaching staff is made according to the norms. All the major decisions related to academic affairs are taken in Teachers' Council and HODs meeting. Therefore in the decision making of the college participation of teachers is good and satisfactory.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college has a perspective Strategic Plan and deployment document available taking into consideration the set of Objectives and Broad Based goals aligned with the vision and mission statement of the institution.

College objectives

1. Impart quality education to the learners in different branches of Arts, Science, Commerce and B Voc IT.
2. Disseminate knowledge to the youth irrespective of caste, creed, race, sex and religion.
3. Inspire and promote the education of the local youth particularly women and backward classes.
4. Promote physical, mental and moral growth of the youth with human values in order to enable them to face the complex challenges of life.
5. Foster spirit of liberal humanism, tolerance, national integration, brotherhood, and fellow feelings among the students in particular and the society in general and to do all such things as may be conducive to the welfare of the students and the community at large.
6. Promotion of national integration, secularism and ethics
7. Act for all such things which are ancillary or incidental to the attainment of all or any of the above-mentioned subjects or which may be deemed conducive to the interests of the college.

BROAD BASED GOALS

The college set up 6 broad based goals

1. Promoting higher education among the female population of the greater locality
2. Ensuring excellence in education
3. Enhancing placement opportunities for the students of the college.
4. Mobilization of further resources.
5. Introduction of new courses, especially in the technical areas.
6. Enhancing physical and mental health of the students as well as of the teaching and non-teaching staff.

The Strategic Plan ensures that the targets set by the college are achieved and everyone involved in the process bears responsibility for the goals considered.

The college has introduced the system of long term 5 year planning and short term 1 year annual planning. These plans are developed by the IQAC and is conducted at the institutional, departmental and committee level.

The college also sets departmental plans and strategies for the academic issues. The departments, headed by respective HoDs set their own milestones and communicate the same to the Principal. Faculty wise

syllabus and examination related planning is done under the leadership of the HoD.The Research Cell also decide their publication and other research related plans and goals. The broad based goals are annually reviewed and checked.

The college also will plan the next five year planning for the upcoming years.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The organizational structure of the Institution including governing body, administrative set up and functions of various bodies , service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism has been explained in the organogram diagram. The college has a clearly defined organization hierarchy and structure to support decision making processes that are clear and consistent with its purposes and supports effective decision making. The structure helps to maintain the institutional capacity and education effectiveness through the involvement of the stakeholders through various committees formed. Stakeholders here are the students, teaching and non-teaching staff of the college, parents/guardians, local concerned people and so on. The inclusion of the external members ensure that the administration of the college is transparent and fair. It also brings a broader base for the institution.

The government prescribed norms, the governing body and the college itself provides the policy framework and the directions for the smooth functioning of the college and for the fulfilment of the objectives of the institution. The roles and functions of each cell and committee is well defined and monitored.

The governing body forms the different bodies like

Finance Committee

Planning Boards

PMU(RUSA)

Construction Committee

Purchase Committee

The college has also 26 committees/cells which are constituted by the Teachers' Council of the college and are duly approved by the Governing body. The details of these committees are already mentioned in this report.

The planning and review is looked after by the Planning Committee, Finance Committee, Construction Committee, Purchase Committee etc. Separate boards are set up to coordinate and look after the admission

process of the college. This committee has teachers from all the departments as its members to ensure a smooth conduct of the admission process in the college. The Examination Cell looks after the final examinations and the sessional examinations of the college. Committees are set up to look into the complains and other disciplinary activities of the college.

The governing body of the college is the governing head of the institution with the Principal being just below it and acts as the functional administrator of the college. The organisation of the college is decentralised and no power is vested in any single position. Though the Principal is the main administrator, he/she cannot take any decision unless the governing body approves it. In this regard the governing body acts as the guardian of the college

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The matter of discipline in the college campus was raised in the Discipline Committee meeting and

discussed thoroughly. The Discipline Committee suggested to the college authority to install CCTV cameras at strategic points in the college campus and also in classrooms to maintain discipline and ensure safety and security of the students. This resolution of the Discipline Committee was taken serious note of and the matter was discussed in the Planning Board and then CCTV cameras were installed in several points in the college campus including classrooms.

6.3 Faculty Empowerment Strategies

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

Response:

The institution has effective welfare measures for teaching and non teaching staff. All the teaching and non-teaching staff members are covered by the life insurance policies, the premiums of which are collected from the salary of the concerned faculty / staff members and deposited against the policy of the concern faculty / staff members. This pain is undertaken by the college administration free of cost as an welfare measure. The college has also created an amiable, social and humanistic atmosphere of love, care, fellow feelings and progress. As a result whenever any faculty/staff member is in any kind of financial / medical crises, all the college family stands behind him / her. Recently one of our Grade IV female staff undergone surgical operation of Gall Baldder and appendices and the college family bears the total expenditure in addition to rendering feelings of love, care and oneness of Nabinchandra College Family. The college had also a strong cooperative in which all the faculty / staff members used to contribute and take loan without interest to meet the crises. But due to some technical problems the cooperative has been discontinued. However we are planning to re start the same very soon.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 4.55

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	5	0	2	1

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Our college has Performance Appraisal system Director of Higher Education system. The Appraisal System for the teachers is the one prescribed by the UGC and followed by the Governmnet of Assam. Every year the teachers have to make a report on the API score they have accumulated by attending seminars , conferences , workshops, Refresher Courses, Orientation Courses, Short Term Courses, Faculty

Development programmes, publishing papers in valid journals, publishing books or contributing to books with ISBN , etc. The college monitors very closely the Appraisal System for the teachers and all records are maintained by the college. The teachers are provided with duty leave to attend such programmes so that they can accumulate the API scores needed for their promotion.

In this regard it may be mentioned that the IQAC coordinator of the college communicates with the teachers to keep a uniform touch over the scores of the teachers. Teachers who are lagging behind in their scores are intimated before time so that they can complete their requirements due date. The college publishes a multidisciplinary national journal EDUSEARCH, so that the teachers may make their publications. The college teachers have undertaken a number of Minor Research Projects as well as Major Research Projects which also contributes to their individual API scores. The class allotments as per time table is made in such a way that the teachers should take the minimum class as per the API performa. The class distribution in this regard , is made by the HODs of the respective departments. The college annually organizes a good number of socio-cultural and sports events and the teachers coordinate the different event committees for which also they are given API scores. API score also comes from co-curricular activities of the college coordinated by the teachers. All teachers are encouraged to take leadership in these programmes

For non-teaching staff through structured API form is not there but our college internally evaluate the performance in informal manner.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Governing Body of the college appoints a Chartered Accountant as the internal auditor of the college who regularly conducts internal financial audits of the college. The internal auditor audits the accounts of the college in two ways. In the first phase the audit is made fund wise and grants wise. Once the utilization of a particular fund/ grant is completed, the internal audit makes a thorough audit of the account. There after the audit report and the audited statements are placed before the concerned body/ Finance Committee of the college for thorough scrutiny. After passing the audit report and the audited statements by the concerned body/ Finance Committee, the same are placed before the Governing Body for its approval. Once the audit report and audited statements are approved by the Governing Body, the process of internal audit of the concerned fund is over. In the second phase the internal auditor makes an annual audit of the college which covers all the funds of the college. Again the annual audit report and the annual audited statements are placed before the finance committee of the college and the same with due approval of the finance committee are placed before the Governing Body for its approval.

Regarding external financial audits different departments/ agencies of the Govt. like RUSA, UGC, DHE etc. conducts audits on regular/ random basis. Moreover the Govt. local audits are also conducted as per Govt. schedule.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the

last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The institutional strategies for mobilization of funds are of two types: one, from various Govt. agencies/ Departments and two, the internal source. In the first category the college always makes its sincere effort to apply for various funds to various Govt. agencies/ departments in due time and to qualify for the same. In the second category the college makes its effort to mobilize its resources within its limited scope in the form of fee collection from the students of various programmes & courses in general and from the students of self financing courses in particular. Moreover, the college also makes its effort within its limited scope to mobilize resources by giving different Halls of the college on holidays for positive social programmes and collect minimum rent from the parties. The college makes its effort to mobilize fund from alumni's / well wishers and local industrialists/ businessman. However, the main source of resource mobilization remains the Govt. agencies / departments.

For optimal utilization of resources the college believes in maximum participation of the stake holders in the process of utilization. All the teachers, office staff and students' representatives are enthusiastically involved in the process of utilization under the active and amiable leadership of the principal of our college. Formally concerned bodies/ committees take initiatives for the implementation of various programmes as per the plan prepared by the Planning Board and approved by the Governing Body.

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

Response:

Example 1:- Distribution of classes & syllabus at the start of the session

IQAC takes the initiative with all the departments of the college to distribute the classes and syllabus at the commencement of the session. Accordingly every department of the college distributes the classes among the teachers before the start of the session. It ensures smooth running of classes. Syllabus is also distributed among the teachers of each department as per their strength and specialization and can also discuss with the teachers on different issues regarding the syllabus content.

Example 2   Publication of Research Journal

IQAC takes the initiative with the Research and Development Cell of the College to bring out a Research Journal with ISSN. Accordingly the college brings out a Research Journal with ISSN where contributions are made by the teachers of the college and teachers of other institutions. This Research Journal is published annually with quality of research articles.

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

Response:

Example 1:- Dust-free white-boards

Earlier the college had blackboards where teachers used to take class with chalks which resulted in the formation of dust in and around the blackboard and also in the classroom. IQAC took the initiative with the college authority and blackboards have now been replaced by white boards. Now classroom have become dust free and the students are benefited in many ways.

Example 2:- Introduction of sound system(microphone) in classes

Our classrooms are big and number of students in each classroom is high. So while delivering lectures, teachers had to face difficulty to make their voice heard to the students sitting at the rear benches. Even then many students complained that it was difficult to hear properly the deliberation of the teachers. In view of this, IQAC took the initiative to install microphone in the classes so that while delivering lecture teachers can reach every nook and corner of the classroom. This initiative has significantly improved the teaching-learning process of the college.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<u>View Document</u>

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<u>View Document</u>

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* Post accreditation quality initiatives *(second and subsequent cycles)*

Response:

The following quality initiatives in the sphere of academic and administration have been taken after the last accreditation:

1. Introduction of Honours courses in the Science stream:- The College received the permission from Assam University and has introduced Honours courses in Physics, Chemistry, Mathematics and Ecology & Environmental Science.
2. Introduction of B.Voc IT: The government of Assam selected this college for introducing vocational education courses and accordingly the college has introduced B.Voc in Information Technology under Assam University with effect from the session 2017-2018.

1. Introduction of white boards and microphones in Classrooms:- Our college has replaced earlier blackboard and chalk with white board and marker. Moreover, the college has installed microphones in the classrooms for smooth and effective deliberation of lectures.

1. Construction of additional classrooms:- As the number of students has been increasing, the college felt it necessary to add more classrooms. The college has added more classrooms with the financial assistance from the State Government and RUSA.

4) Computer laboratories:- The college has set up Computer Laboratories for the benefit of the students. In the Computer Laboratories, students of Commerce, Economics, Mathematics and other departments attend computer-related classes.

5) Publication of Research Journal:- The college has been successfully publishing a Research Journal titled 'Edusearch' with ISSN:2395-7298. In this journal teachers of this college and other colleges/Universities publish their research articles.

6) Departmental rooms with computer facilities: All the departments of our college has separate departmental rooms with computer facility. Teachers can use computer for their academic and official work.

7) Computerized Office:- The office of our college is fully computerized where all the office work is done in computer.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 390

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
93	87	80	60	70

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

  1.**Institution shows gender sensitivity in providing facilities such as:**
    1.**Safety and Security**
    2.**Counselling**
    3.**Common Room**

Response:

a) Safety and Security: With regard to safety and security, college has installed CCTV cameras throughout the campus and various preventive and disciplinary measures have been taken by the discipline committee. We can say with pride that no breach of security and safety of girl students and other woman has ever taken place in our college.

(b)Counseling : With regard to Counseling, teachers always take care to ensure the proper counseling of the girl students in case there is any kind of enquiry. The Women's Cell, NSS unit and NCC unit organize programmes for effective counseling and awareness of the students with regards to the promotion of gender equity.

(c) Common room facility : The college has constructed a sophisticated and large common room with a number of hygienic washrooms and a dressing room to ensure privacy of the female students.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 30

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 100

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 20

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 20

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Our college has good waste management policy and system.

With regard to soiled waste management, a sufficient number of dustbins has been placed in the different areas of the college campus and everyday whatever waste is generated is disposed off to town committee designated place.

We have a good drainage system of our own which effectively drains out whatever liquid waste/sewage is generated from the college and outlet is connected to the Town Committee drains. The college drains are regularly cleaned by our college sweepers to keep them free of clogging and pollution.

E-waste generated in our college is not huge. However, whatever waste generated, it is disposed off to the town committee designated place.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting system ought to consists of an elaborate network of rainwater harvesting wells spread all over the campus. At present the college has no system or facility for rainwater harvesting. As the college building was quite old and such structures were not built earlier, the collge could not make rain water harvesting possible. However, after the construction of the new building, which is under process, the college has made plans to utilise the roof of this building for collection of rain water. The college is situated in such a geographical location that it receives a high amount of rainfall every year. Earlier, the college campus used to get flooded with the rainwater, though after land-filling inside the campus this is no longer a problem. Much water runs waste and the college understands the need for such sustainable methods that can take care of the water scarcity of the world in general.

The college has taken other measures to promote rain water harvesting. The college regularly organizes events and programmes on environmental issues. Students are directed to be a part of such programmes. The college also has compulsory courses on environmental education. In such events and programmes, the teachers of the college make it a point to educate and aware the students on conservation of water. The students are given directions on the various ways to conserve rainwater and also about the nature of rain water and its utilisation possibilities. The college also undertakes extension actitvities organised by the NSS unit of the college where students go to the people and tell them about the benefits of rain water harvesting. The students are accompanied by their teachers who guide them on the various techniques of rain water harvesting. The college through the students, promotes water efficiency practices to all the stakeholders. The college also undertakes sapling plantation drives to help reduce water wastage as trees also help in water conservation.

The college also make efforts to ensure sustainable water consumption system through the help of the active and enthusiastic students, teachers and other staff of the college. Use of water in the college is very strictly monitored. Everyone related to the college contributes in his or her own small ways in saving water.

7.1.7 Green Practices
• **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
• **Plastic-free campus**

- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Our college is very careful to help keep the campus green. For this, some green practices are followed. We try to keep the campus plastic free as per as possible and particular attention is given not to use plastic in different activities. Our office is fully computerized and we always try to use less amount of paper but we don't claim that we are fully able to achieve a paperless office. Our college is surrounded by many tress & plants. We have also taken many initiatives to keep the campus green. We use reusable cups and glasses instead of paper/plastic cups in the office and in the canteen we use recyclable and environment-friendly paper cups and glasses. We have CCTV cameras to detect anyone littering and violating the "Swacchata" norms in the college campus. Every year, particularly on World Environment Day, the teachers and students of the college take part in sapling plantation programmes. The college has appointed a "Mali" (gardener) to take care of college gardens and other plants. The college encourages the students to use bicycles instead of vehicles that run on fossil fuels. The college has also provided a cycle stand so that the students may keep their cycles in a secured place. Only a few of the staff members use motor-cycles and cars, but these vehicles are parked outside the college campus to minimize air pollution within the college campus.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.3

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.75	0.43120	0.41777	0.37740	0.34840

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms

6.Scribes for examination

7.Special skill development for differently abled students

8.Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 3285

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
520	1000	900	800	65

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Nabinchandra College Badarpur regularly organises national festivals and birth / death anniversaries of the great Indian personalities like Mahatma Gandhi, Rabindra Nath Tagore, Radha Krishnan, Netaji Subash, Kudiram Basu and such other icons of our nations. The college also observes independence day , republic day, world youga day etc. It is to e noted here that on the occassion of 70 th Independence of our nation, the college observe 15 day AZADI 70 and YAAD KORO KURBANI Programme which attracted even the mass people of the greater locality.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Nabinchandra college, Badarpur is very keen in maintaining complete transparency in its financial, academic, administrative and auxiliary functions. In financial matter, the Governing Body of the college constitute concern committees like Planning Board, construction committee, Project Monitoring Unit, Purchase Committee and Finance Committee. Moreover, there are 26 committees constituted by the teachers council and approved by the Governing Body which are playing an active role in the process of participation and implementation of the programmes of concerned areas in a meaningful way. The students' representation in the various committees of our college also plays a very important role to bring complete financial transparency. Moreover, the internal and external audits are done in a very fair and transparent way.

Regarding academic transparency, the college forms an Admission Board consisting of all the HOD's , IQAC Coordinator, Teachers' Representatives to GB, Vice Principal and Principal, which takes all

decisions regarding admission process of the college. The selection lists are made purely on the basis of merit and Government policies and are published in the college Notice Board and college website www.nccollege.ac.in. The Internal Tests, Departmental Tests, Examinations, evaluation etc. are also made in a very transparent manner. The entire administrative and auxiliary functions of the college are performed in a very transparent way with the maximum participation of Teachers, staff and students.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice

  Infrastructural facilities for students development:-

1) Objective of the practice:-

To provide best infrastructural & learning facilities to develop all-round   students potential.

2) Need Addressed and the content:-

It was felt that all-round development of learner personalities, especially in the content of growing students numbers, required adequate space and structures to meet the challenge. The needs for this expansion are systematically identified, analysed and assessed. The liberal finding by state Govt., RUSA and Governing Body of the College have inspired the creation of the present practice.

3.The Practic:-

The practice is that of augmenting infrastructure such as fore wells, Classroom, Conference room, Computer laboratories and space for student service Providers. This practice comes a wide range of concerns including linking physical infrastructure to academic growth providing for greater equity by supporting remedial programs, counseling, Placement services etc.

4) Evidence of success:-

        Substantial increase in examination results and university ranks and increase in students strength are also evidence of the success of this practice.

5) Resources:-

State govt. funds, RUSA funds and college general funds.

Best Practice 1:- Community Reach Programs:-

1. Objective of the study – To create masses in areas of health and hygiene.
2. Need Addressed and the Content-

Students of NSS are in a ideal position to work with families and communities to create awareness of healthy living. This practice helps the community and also helps students to reach themselves by community service.

1. The Practice:

Health camps are organized by NSS of the college in some villages with active participation of local organization and communities. In this health camps doctors and other health workers with NSS volunteers reach to the families of the villages and health checkups are done and medicines are also provided.

1. Evidence of Success-

Positive feedback from community, Goan Panchyat.

1. Resources-

Teachers, NSS, Volunteers, motivated students, liasioning with health centers and other community organizations and financial support from college and external sources.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The mission of our college is quality education and under this mission there is also the institution's vision – to make higher education accessible to all aspirants of the local society with special emphasis on meeting the needs of the girl students and those belonging to the backward sections of the society.

The college has come a long way in increasing the number of girl students taking up higher education. The percentage of girl students in the college at present is around 65%. The college has tried its best not only to provide education but it has also taken all possible steps in making the girls career-oriented and be prepared with professional skills. The college regularly organizes free spoken English classes to make the students job-ready. The college also organizes free coaching classes for TET, C-TET, SSC and UPSC to help the students' clear competitive examinations and secure government jobs. Computer skills is a basic necessity and learning to use the internet can go a long way in helping a person find his/her way in the

world. We have special computer literacy programmes which are provided free of cost to the female students. All emphasis is made to increase computer literacy among the girl students in the campus. The college organizes special remedial classes for the female students during the vacation period so that they may clear their arrear papers.

The college also organizes community development programmes where the girl students are encouraged to participate. These kind of programmes help to instill social responsibility in the girl students and encourages them to do their part in the development of the society. It also enables the local community of people to view the girls as responsible citizens of the country. Leadership qualities are encouraged among the girl students and the college ensures that each and every student committee organized for holding college events has girl students in its executive body. The college has organized Swaach Bharat Abhiyan in its campus as well as beyond to make the female students learn the environmental hazards of uncleanliness. The NSS unit of the college regularly organizes awareness programmes to enable the female students to learn how to face natural calamities and disasters. The college also has a Women's Cell which is responsible for organizing awareness programmes for women empowerment.

The college gives special reservation for local girl candidates so that the girls may continue their studies without facing any disruption. As the college is situated in a minority populated area where a large number of female population is still to see the light of education, the reservation policies undertaken by the college has made significant encouragement in girls seeking higher education. Nabinchandra College started with a single minority(Muslim) female student in its initial years and today the percentage of female (Muslim) students enrolment is remarkable. Education for such students has not only helped them to become financially independent but has also helped them to learn their reproductive rights.

5. CONCLUSION

Additional Information :

It should be noted here that the actual number of students of verious UG courses of our college is at present 1808. But due to the earlier system of pass course in Assam University every student is having different subjects and no student is belong to any particular subject. Hence after uploading subject wise students strength the software has shown the number of students of our college as 5253. So this corrective information may kindly be recorded. However, the step for solving this problem has been initiated by the Assam University by implementing CBCS system in the UG level w.e.f. the current session.

Further it is important to note here that the college is situated in a remote backward area and most of the students are from far villages. As a result most of them do not have genuine e-mail ID. While submitting online application form for admission most of them took the professional help of verious cyber cafes, despite having our free help desk windows for students. As a result in many cases the professional cyber cafes use fals e-mail id instead of creating genuine e-mail ids of the students who do not have any idea about e-mail. However the matter has been taken up by the college and all necessary steps have been taken to collect / create genuine e-mail ids of all the students. We hope to solve the problem very soon.

Concluding Remarks :

To conclude it should be mentioned here that the College has given utmost importance on the implementation of the recommendations of NAAC PEER TEAM (2011) and accordingly the following actions have been taken:

1. The College has started free of cost Spoken English classes for the students.

1. The college has successfully appointed a regular Principal and the teaching and non-teaching posts of the Commerce Stream have also been sanctioned and regularized.

1. The College has started remedial coaching and bridge courses for students of all classes. Remedial coaching classes are conducted after the normal teaching hours of the college.

1. The College worked to bring the College NSS Unit to life. Today, the NSS unit of the College is a team overflowing with enthusiasm of the young and energetic students.

1. The College has been regularly publishing a multidisciplinary national annual Research Journal *Edusearch* (ISSN 2395-7298), the 5th issue of which is already in print.
2. The teachers are provided with required facilities and proper research environment.
3. The library budget allocation has been sufficiently increased.
4. The College has established a regular Health Care Centre with two experienced doctors who frequently visit for check-up of the students and staff free of cost.

1. The college has established a strong Grievance Redressal Cell.

1. The College has developed its Placement Cell within its limited scope.

1. The College has strengthened the sports activities as a result, many students have excelled in sports events.