

## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	NANDALAL BORGHAIN CITY COLLEGE
Name of the head of the Institution	Dr. Sanjeevananda Borgohain
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03732375141
Mobile no.	9435032783
Registered Email	nlbcity@gmail.com
Alternate Email	iqacnlbcitycollege@gmail.com
Address	Nirmali Gaon, PO- CR Building,Dibrugarh
City/Town	Dibrugarh
State/UT	Assam

Pincode	786003																		
<b>2. Institutional Status</b>																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	state																		
Name of the IQAC co-ordinator/Director	Dr. Manashi Gogoi Borgohain																		
Phone no/Alternate Phone no.	036732375141																		
Mobile no.	9435474993																		
Registered Email	iqacnlbcitycollege@gmail.com																		
Alternate Email	nlbcity@gmail.com																		
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)	<a href="http://mis.nlbcitycollege.org.in/uploads/IOAC/agar/AQAR_2018-2019.pdf">http://mis.nlbcitycollege.org.in/uploads/IOAC/agar/AQAR_2018-2019.pdf</a>																		
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://mis.nlbcitycollege.org.in/uploads/IOAC/files/ACADEMIC_CALENDER_(2019-2020).pdf">http://mis.nlbcitycollege.org.in/uploads/IOAC/files/ACADEMIC_CALENDER_(2019-2020).pdf</a>																		
<b>5. Accrediation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>73.00</td> <td>2006</td> <td>02-Feb-2006</td> <td>01-Feb-2011</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	73.00	2006	02-Feb-2006	01-Feb-2011
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	73.00	2006	02-Feb-2006	01-Feb-2011														
<b>6. Date of Establishment of IQAC</b>	14-May-2006																		
<b>7. Internal Quality Assurance System</b>																			
<table border="1"> <tr> <td>Quality initiatives by IQAC during the year for promoting quality culture</td> </tr> </table>		Quality initiatives by IQAC during the year for promoting quality culture																	
Quality initiatives by IQAC during the year for promoting quality culture																			

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meeting of IQAC	01-Aug-2019 1	17
Regular meeting of IQAC	27-Nov-2019 1	17
Regular meeting of IQAC	01-Jan-2020 1	17
Regular meeting of IQAC	31-May-2020 1	17
Regular meeting of IQAC	02-Jun-2020 1	17
Regular meeting of IQAC	22-Jun-2020 1	17
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1. Application of CBCS Course in the B.A. Program. 2. Installation of ICT facilities and WiFi facilities in the College Conference Hall. 3. Spoken English Course conducted.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
Organization of Seminar, Workshop and Webinar by IQAC.	IQAC has organized a National Workshop on "ICT MOOCs Creation of Econtents for Teaching, Learning Researches" on 23rd 24th Aug, 2019. A State Level Seminar on "Philosophical Thoughts its Relevance in Modern Society" held on 20th Sept, 2019. • Webinar on "Awareness on Use of Online EResources" by Central library IQAC held on 20th June, 2020. • National Webinar on "Mental Stress and Online Education during Covid19 Pandemic" held on 25th June, 2020.
Organization of Faculty Development Programme for effective teaching-learning process.	IQAC organized one-week Faculty Development Programme on "Use of ICT Tools for Classroom Teaching" held on from 23rd to 28th September, 2019.
Two on updated base of edited book and Peer Reviewed book published by IQAC and Women Cell.	Abalokan (The Sight): A bilingual research based edited book, first published on 20th August, 2019. Mahashweta: A bilingual research based edited book, 14th August, 2020.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
College Governing	13-Nov-2021

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

14-Feb-2020

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The Academic Committee of the College performs various activities likewise preparation of admissions, Academic Calendar, class routine, Students Grievance redressal management. General information's are provided through College official website, notice board and telephonic contact to students.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution ensures that effective curriculum is delivered through a well planned process by the College Academic Committee. For the benefit of the Students, the institution has taken following measures- I.Preparation of Academic Calendar. II.At the beginning of academic session, every department conducts meeting and plans out proper implementation of the Curriculum. III.The time-table of class routine is designed in such a way so that it incorporates tutorial classes and co-curricular classes like NCC (NCC drill/classes on Saturday and Sunday). IV.Apart from the academic activities, departments also undertake activities like Seminars, talks, group discussion and others that are relevant to the Curriculum and in alignment with the Core values of the institution.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Honours	01/06/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Anthropology	01/06/2019
BA	Assamese	01/06/2019
BA	Education	01/06/2019
BA	Economics	01/06/2019
BA	Political Science	01/06/2019
BA	Sociology	01/06/2019

BA	NON-HONOURS	01/06/2019
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1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Anthropology	20
BA	Education	30
BA	Entrepreneurship Development	88
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
I. Student's feedback is collected from the honours and non-honours students randomly before the end Semester Examinations. II. Feedback has been collected on several aspects like- General administration, teaching-learning process, library, office, canteen, health-hygiene, sanitation etc. III. Collected feedbacks are analyzed and findings are reported to the authority. Feedback also has been collected from other Stakeholders like parents, Alumni, Employers, and Teachers etc. The authority or feedback committee tries to resolve the issue after thrust out with the Head of the Departments and Governing body depending upon the Weight age of the issue.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours	365	400	365

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	365	0	24	0	0

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
31	24	6	3	2	0
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Students mentoring system is available in the institution. The main purpose of mentoring is to guide the students academically. The institution also addressed personal issues of the Students institution has taken Special lave to design various plan to informally and continuously evaluate its students depending on their Curricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
900	24	1:38

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
15	14	1	0	6

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Mr. Durllav Borah	Assistant Professor	Official spot light certificate 7th faculty Branding Awards. On 17th July, 2019 .
2019	Dr. Manashi Gogoi Borgohain	Assistant Professor	Voice of Recitation by Annurag Kabya

			Gusthi NGO, Assam. On November, 2019
2019	Dr. Manashi Gogoi Borgohain	Assistant Professor	Prajanma Pratibha Sanman by Kabyashi Prakashan Gusthi on 7th December, 2019.
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	1st Semester	19/12/2019	20/03/2020
BA	UG	3rd Semester	11/12/2019	13/03/2020
BA	UG	5th Semester	12/12/2019	13/03/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution follows norms and guidelines of continuous evaluation as prescribed by the Semester regulation of Dibrugarh University. Evaluation Systems has been distributed into two parts. One is internal assessment of 20 marks and end Semester examination of 80 marks. Internal assessments are on the basis of Sessional Examinations, Seminar, group discussion and practical classes (Anthropology Education) performance. The institution also provides Examination options to Students department-wise.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

For Conduct of examination and its related matters like Curricular, Co-Curricular activities of an academic year planned in the beginning of each academic year. The Academic Calendar provides information about the working days, College events, holidays, Sessional examination dates, Semester breaks and Vacations. The teachers plan their Course progression according to the academic calendar. Sessional examinations are conducted according to the schedule given in the academic calendar.

## 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 in website of the institution (to provide the weblink)

[http://mis.nlbcitycollege.org.in/uploads/IOAC/files/Programme\\_Outcome\\_under\\_CBC\\_S.pdf](http://mis.nlbcitycollege.org.in/uploads/IOAC/files/Programme_Outcome_under_CBC_S.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	Honours	174	115	78.23

UG	BA	Non-Honours	127	92	72.44
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<a href="#">NIL</a>
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## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
<a href="#">NIL</a>	<a href="#">NIL</a>	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<a href="#">NIL</a>	<a href="#">NIL</a>	<a href="#">NIL</a>	<a href="#">Nill</a>	<a href="#">NIL</a>
<a href="#">No file uploaded.</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<a href="#">NIL</a>	<a href="#">NIL</a>	<a href="#">NIL</a>	<a href="#">NIL</a>	<a href="#">NIL</a>	<a href="#">Nill</a>
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<a href="#">0</a>	<a href="#">0</a>	<a href="#">0</a>

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
<a href="#">NIL</a>	<a href="#">0</a>

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
<a href="#">International</a>	<a href="#">Education</a>	<a href="#">5</a>	<a href="#">Nill</a>
<a href="#">International</a>	<a href="#">Economics</a>	<a href="#">1</a>	<a href="#">Nill</a>

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### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
<b>Anthropology</b>	<b>5</b>
<b>Assamese</b>	<b>1</b>
<b>Economics</b>	<b>3</b>
<b>Education</b>	<b>3</b>
<b>Political Science</b>	<b>3</b>
<b>English</b>	<b>1</b>
<b>History</b>	<b>1</b>

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### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>Nil</b>	<b>0</b>	<b>NIL</b>	<b>0</b>

**No file uploaded.**

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>Nil</b>	<b>0</b>	<b>0</b>	<b>NIL</b>

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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
<b>Attended/Seminars/Workshops</b>	<b>6</b>	<b>36</b>	<b>9</b>	<b>3</b>
<b>Presented papers</b>	<b>0</b>	<b>4</b>	<b>1</b>	<b>0</b>

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## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>World Environment Day</b>	<b>NSS, NLB City College, Dibrugarh 5th June, 2019</b>	<b>15</b>	<b>32</b>
<b>International</b>	<b>NSS, NLB City</b>	<b>10</b>	<b>38</b>

Yoga Day Celebration	College, Dibrugarh 21st June, 2019		
Awareness Programme on Scientific Temperament Against Superstitions and Belief	Ellora Vigyan Mancha, Dibrugarh 7th September, 2019	14	32
Motivational Talk: Art of Staying Focused	NSS and Career Counseling Cell, NLB City College, Dibrugarh 14th September, 2019	4	28
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	NIL	0	0
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
One week faculty development programme.	E and ICT Academy, IIT Guwahati	College Fund Tech Booster	7
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Doordarshan Kendra, Dibrugarh	27/07/2019	Platform to the upcoming budding talents of Assam	250
Skill Ghar	25/04/2019	Skill Development	170
Gyalpozhing College of Information Technology (GCIT), Bhutan	01/12/2019	Student centric academic activities mutual support for research activities.	210
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

#### 4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4564399	4564399

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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### 4.2 – Library as a Learning Resource

#### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	2.0	2019

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8516	Nill	Nill	Nill	8516	Nill
Reference Books	257	Nill	117	79519	374	79519

e-Journals	6337	Nil	Nil	Nil	6337	Nil
e-Books	3135804	Nil	Nil	Nil	3135804	Nil
CD & Video	8	Nil	2	Nil	10	Nil
Others(s pecify)	2	Nil	Nil	Nil	2	Nil
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
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#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	13	1	2	2	0	2	2	10	0
Added	1	0	12	0	0	1	0	0	0
Total	14	1	14	2	0	3	2	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	<a href="#">NIL</a>

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5675971	5675971	2641574	2641574

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p><b>Physical CLEANLINESS OF THE COLLEGE CAMPUS:</b> Two cleaners are engaged throughout the year to maintain the minimum standards of cleanliness in the campus. Two security person are appointed throughout the year to monitor the entry and exit of the campus. <b>CCTV CAMERAS:</b> CCTV cameras have been fixed at</p>
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Centerpiece /focal points to provide maximum coverage. Academics I. The main purpose of the Academic Committee is to maintain conducive environment for whole academic practices. For that the Academic Committee prepares class routine, Academic Calendar. II. The faculty members and Head of Department of the respective Departments take responsibilities of maintaining their laboratories. All the laboratory requirements are placed before the Head of the Institution by the respective Head the Departments, time to time. III. The Computer lab consists of seven computers with internet facilities which are made available for the students. IV. For Student Support facilities various cells like Women Cell, Anti-ragging Committee, Grievance and redressal Cell are responsible for addressing the various issues of students. V. For maintenance of Library facilities, the Head of the institution and the Librarian have taken responsibility to procure books and other assets as per proposal received from the respective Departments of the College. VI. The College library has internet connectivity for accessing N-LIST/ INFLIBNET. VII. The Departmental Libraries try to supplement the urges of the students and boost up the knowledge of the students. VIII. For maintenance of Sport facilities, purchasing of various sport equipments are done. Sport facilities are rendered by providing necessary sports goods and articles to the students for maintaining a healthy sport culture in various competition and events at College and University levels.

[http://mis.nlbcitycollege.org.in/uploads/IQAC/files/PROCEDURES\\_AND\\_POLICIES\\_2019-2020.pdf](http://mis.nlbcitycollege.org.in/uploads/IQAC/files/PROCEDURES_AND_POLICIES_2019-2020.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	State Government Scholarship	167	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NIL	Nil	0	NIL
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#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Counseling programme on Higher	50	0	0	0

Educational Opportunities, Job Opportunities, Scholarships, Management Skills.

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0

No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	3	BA	Anthropology	Dibrugarh University	MA
2019	1	BA	Assamese	Dibrugarh University	MA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
College Week	Institutional	550
Republic Day	Institutional	50
International Women's Day	Institutional	80
Independence Day	Institutional	30
World Environment Day	Institutional	10

World Environment Day	Institutional	45
Fresher's	Institutional	915
Saraswati Puja	Institutional	315
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### 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)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Silver	National	1	Nil	U2003481 364367	Mogsu Pansa
2020	Bronze	National	2	Nil	Nil	Jadav Sharma
2020	Bronze	National	1	Nil	Nil	Niraj das
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has an organized Student Union that is elected by the Student Community through FPTP election process. Student Union body consists of President, Vice President, Gen. Secretary, Assistant Gen. Secretary, Magazine Secretary, Cultural Secretary, Literature Secretary, Games Secretary (Major and Minor), Music Secretary, Boys Common Room, Girls Common Room, Social Secretary and Debating Secretary. The Union body with the help of the IN-charge teacher/teaching staff conducts the annual College Week and other activities. The members of the Student Council are involved in all the regular and periodic activities of the College.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

06/01/2020

5.4.2 – No. of enrolled Alumni:

140

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

One meeting on 26th February 2020 was held under the chairmanship of the Secretary of Alumni Association for the purpose of all round development of Institution.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Usually the College follows the basic norms of decentralization and participative management for regular academic and physical activities of the College. The Head of the Institution along with Staff members and the other Stakeholders sit together for a healthy decision over various issues related to whole academic environment / academic Setting / setup. Due to Covid-19 Pandemic in this Session, the College has to arrange an alternative academic set-up / module for regular academic practices. For continuation of Academic Calendar, all the teachers delivered their classes through online platform such as- Google Meet, Zoom App, Whatsapp, Conference Call etc. according to the convenience of the students.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	At the very beginning of academic session, the Head of the Institution along with the IQAC Academic Cell sit together to address the issues of implementation of CBCS syllabus.
Teaching and Learning	By following student centric approach the college with fullest cooperation of teachers, offline online classes are ensured. In this regard, special classes remedial classes are also focused to meet the needs of the students.
Examination and Evaluation	The College has followed continuous evaluation system as per the basic norms of Dibrugarh University where the college conducted Internal examination (two sessional, group discussions, seminar, home assignments etc.)
Library, ICT and Physical Infrastructure / Instrumentation	The Library is partially automated with KOHA 2.0 version software. (A new well equipped Central Library is under construction) The Library is facilitated with different text books, journals, reference books, newspapers, magazines and a reading room facility
Research and Development	The Institution promotes various research activities. The faculty members are encouraged to take part in Seminars, Workshops, and Conferences at National and International level. Besides this, field studies and social -surveys are also conducted by the various Departments.
Human Resource Management	The College management gives effort to substantiate the available human resources by trainings. For the all round development of teachers, they are

	informed of various workshops, seminars, conference, faculty development programmes conducted by different institutions.
Admission of Students	Admission of students are done both by off-line on-line mode on merit basis.

### 6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The College has ensured its planning and development with prior approval of the Governing Body. Library automation has been operated by the use of KOHA 2.0 software.
Administration	The teaching and non-teaching staffs are informed about various notice and urgent information through WhatsApp groups. General notice on various issues is highlighted in College official website.
Finance and Accounts	Finance and Accounts of the College are carried out through computerized system. In case of regular employees of the college, payment of Salary is done through Assam Government Portal i.e. "www.finassam.in"
Student Admission and Support	For Admission and Support System, the college has its official website where all the notices and admission forms are made available. Besides these, notice regarding registration and filling up of examination form is informed through whatsapp groups.
Examination	End semester examination form fill up are done through online portal i.e. <a href="https://dibruexam.in/">https://dibruexam.in/</a> . During Covid-19 pandemic, In-semester and End-semester examinations are held through both On-line and Off-line mode.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2019	Workshop on "ICT and MOOCs"	Nil	23/08/2019	24/08/2019	42	2
2019	Webinar on "Awareness on Use of E-Resources"	Nil	20/06/2019	20/06/2019	60	5
2019	One Week Faculty Development Programme on "Use of ICT Tools for Classroom Teaching"	Nil	23/09/2019	28/09/2019	34	Nil

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Research Methodology in Humanities Social Service organised by Mahapurush Srimanta Sankerdeva Biswa Vidyalaya, Nagaon	1	10/07/2019	17/07/2019	07
Use of ICT Tools for Classroom Teaching organized by IIT, Guwahati, Tech Booster	17	23/09/2019	28/09/2019	06
Marathawada Mitra Mandal Institute of Technology	1	08/05/2020	14/05/2020	07
IQAC, Shri	1	21/05/2020	26/05/2020	06

Shivaji College, Parbhani, Maharashtra (Online)				
ICT based Tools and its Application in Teaching Learning Process organised by BSVS Education Learning Centre, Nagpur, India	2	27/05/2020	02/06/2020	07
FDP on Evaluation from offline to online Teaching. Satish Pradhan DNTANASADHANA, college, Thane	1	30/05/2020	03/06/2020	05
One week online Training Programme on e Learning in Higher Education. organized by IQAC, Pandu College	1	01/07/2020	07/07/2020	07
Online FDP organized by IQAC, Dibru College	2	06/07/2020	11/07/2020	06
National level FDP " E contents and ICT Tools for innovative and effective Teaching" Organized by IQAC ,NLB City college, Education Dept	7	06/07/2020	12/07/2020	07
FDP On Research Methodology. Organized by Kumar Bhaskar Varma Sanskrit Ancient Studies University	1	24/06/2020	30/06/2020	07

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	11	6	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS, Loan facility from NLB City College Thrift Credit Society ltd.	GIS, Loan facility from NLB City College Thrift Credit Society ltd.	As per Assam Government initiative, there is complete fee waive for the BPL students. Besides this, financial aid and other assistance are also provided to the needy students.

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Internal Audit of the College on various funds, general funds, etc are carried out with the help of a Chartered Accountant- Mr. Sailendra Kumar Sharma (Membership No. 304075) of Dibrugarh, Assam.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	Nil	Nil
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6.4.3 – Total corpus fund generated

0

**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

I. Parents actively participate in various activities of the college like College Week, Foundation Day, Fresher's, and Commemoration Day etc. II. The PTA suggested enriching the Departmental Libraries with new books and the association also suggested ensuring pure drinking water facility to each and every department. III. The Parent Teacher Association focuses on to ensure On-line classes and Study -materials during the pandemic period.

6.5.3 – Development programmes for support staff (at least three)

Workshop on "ICT tools and Moocs" organized for development of Computer Skills

of the teaching staff.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

I. Effort has been made to open Major Course in Anthropology Department and achieved the purpose with qualified teachers. Initiative has been taken for the up-liftment of Anthropology Museum. II. The College has constituted "Research Cell" to develop the research culture among the teachers. III. The College has improved the library facilities like implementation of KOHA 2.0 software, subscription of N-List for accessing e-books, e-journals and OPAC facility is also introduced.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Introduction of CBCS Course at UG Level	01/06/2019	01/06/2019	01/06/2019	365
2019	Creation of E-contents for teaching-learning researches	23/08/2019	23/08/2019	23/08/2019	34
2020	Awareness Programme on Use of E-resources	20/06/2020	20/06/2020	20/06/2020	31
2020	Use of ICT Tool for teaching	23/09/2020	23/09/2020	28/09/2020	34

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nil	Nil	0	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

- Plantation Program.
- Medicinal Plants.
- Essay and Drawing Competition.
- Dustbins place around the Campus.
- Cleaning programme, Polythene free programme, Rally on Environmental Awareness Programme organized by ECO Club, N.C.C. N.S.S of the College.

### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	0

### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	Nil	NIL	Nil	Nil
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### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Constitution of the Students' Union (NLBCCSU)	24/09/2018	The Constitution of NLBCCSU framed and adopted for the well being of the whole student community.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A seven day workshop on Music, Dance, Recitation, Yoga and Moral Lessons	21/07/2019	28/07/2019	74
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### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- I. The institution promotes more plantations within and outside the Campus area. II. The institution tries in minimizing the use of paper work by using electronic method / technique (Online access). III. The Institution promotes the use of LED / CFL bulbs by replacing Crystal bulbs.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

- I. During this pandemic situation, the institution focused on the use of online platform i.e. Zoom App / Google Meet for conducting regular classes. II. To maintain a healthy academic environment, the institution organized National International Webinars as well as a Faculty Development Programme .

Upload details of two best practices successfully implemented by the institution as per NAAC format in your

institution website, provide the link

[http://mis.nlbcitycollege.org.in/uploads/IOAC/files/Best\\_Practice\\_2019-2020.pdf](http://mis.nlbcitycollege.org.in/uploads/IOAC/files/Best_Practice_2019-2020.pdf)

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

SWOT analysis The Strengths: 1. The college has three Smart class rooms. 2. The college has an IT Centre which has been offering some job oriented courses/trades 3. A Girls Hostel. 4. The college offers Distance and Open learning opportunities through DODL, Dibrugarh University, KKHSOU Centre and SOS. 5. The college offers 5 P.G. courses under KKHSOU in subjects such as Education, Political Science, English, sociology 6. The college library has N-List facility. The Weaknesses: I. Student Teacher Ratio is poor II. Smart Classroom needs more facilities III. More ICT equipments required IV. A Boys hostel needed. Opportunities:- I. The college has job opportunities from NCC wings. II. Opportunities to work NSS volunteers and to get national awards. III. Opportunities to get scholarship by the best graduate of the college. IV. Platform for national and international from the college in sports. The Threats:- I. Internet facility may need the students more to colorful world of internet, instead of learning or gaining knowledge. II. Mobile use may lead the students to some negative impact which may be harmful to their future.

Provide the weblink of the institution

<http://nlbcitycollege.org.in/>

### 8.Future Plans of Actions for Next Academic Year

I. The Institution will take more initiatives for the upliftment of a healthy academic realm by arranging academic discussion, Workshop, National-International Seminars, Webinars for the various Stakeholders of the Institution. II. Feedback will be collected from the different stakeholders, preferably through online mode. III. To encourage teachers to participate in research culture such as M. Phil, Ph. D Programme, Minor or Major Research Projects etc. IV. The Institution will organize Orientation Programmes on Career guidance, soft skill development to students. V. The institution will conduct online class if Covid-19 situation leads to closing of College.