



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		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.		03732315544
Mobile no.		9435032783
Registered Email		iqacnlbcitycollege@gmail.com
Alternate Email		nlbcity@gmail.com
Address		Nirmali Gaon NLB CITY COLLEGE
City/Town		Dibrugarh
State/UT		Assam
Pincode		786003
2. Institutional Status		

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.	03732375141
Mobile no.	9435474993
Registered Email	nlbcity@gmail.com
Alternate Email	iqacnlbcitycollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://mis.nlbcitycollege.org.in/uploads/IQAC/aqar/Submitted_AQAR2016-17.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://mis.nlbcitycollege.org.in/uploads/IQAC/files/2_5_3.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	73.00	2006	02-Feb-2006	01-Feb-2011

6. Date of Establishment of IQAC

14-May-2006

7. Internal Quality Assurance System

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
Submission of NIRF data	28-Feb-2019 1	10

Regular meeting of IQAC	28-Nov-2017 1	11
Regular meeting of IQAC	20-Jan-2018 1	10
Regular meeting of IQAC	31-May-2018 1	10
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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	2017 0	0
NIL	NIL	NIL	2018 0	0
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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 :

3

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)

• Career counseling and guidance programme was introduced/ provided for the development of the students. • D.El.Ed. Programme under SCERT(ODL) was introduced. • An awareness programme on "Sanitization Programme on Harmful Effects of Tobacco COTPA 2003" was held on 25th April, 2018. • A free health checkup and awareness programme on Cancer was organised on 27th May 2018, for the general people, in association with Dipshikha Cancer Foundation. • A "Blood Donation Camp" was organised on the occasion of NCC Day on 28th November, 2017.

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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 State Level and National Level Seminars and Workshops to promote researchbased works.	<ul style="list-style-type: none">• A seminar on "Substance Abuse Disorder" was organised by the College in association with Lions Club of Dibrugarh on 13th October, 2017.• IQAC organised an ICSSR sponsored National Seminar on "Indigenous Knowledge: Special Focus on the Tribes and Communities of North East India" on 27th and 28th April, 2018. Prof. Vasant S. Shinde, ViceChancellor, Deccan College, Post Graduate and Research Institute, Pune, Prof. A.K. Buragohain, V.C. of Dibrugarh University, Prof. D.K. Limbu, NorthEast Hills University, Dr Jonali Das, Associate Prof., Cotton University were the esteemed guests. Total 132 papers were presented.• A two day National Workshop and 5th and 6th June, 2018 on "Use of Technical Terminology in Higher Education" was organised by the Department of Education and Sociology in association with IQAC, sponsored by Commission for Scientific Technical Terminology (CSST), Ministry of Human Resource Development, Higher Education Department, Government of India, New Delhi. Dr. B.K. Singh, Assistant Director, CSTT, MHRD, New Delhi, Dr. Naved Jamal, Department of Political Science, Jamia Milia Islamia University, Delhi, Dr. Shahzad Ahmed Ansari, Assistant Scientific Officer, CSTT, MHRD, New Delhi, Professor Avانش Kumar, Chairman, CSTT, MHRD, New Delhi, were the distinguished guests.
Organization of talks, group discussions etc. to make the teaching-learning process more meaningful.	<ul style="list-style-type: none">• A group discussion was held in the Department of Assamese on 29th September, 2017 on "Asamiya Sahityar Yoga Bibhajan" with the students of B.A. 1st Semester.• The Department of Assamese organised a Departmental Seminar on "Nirbachita Pathya Puthir Charikhan Natak" on 24th and 25th October, 2017.• A departmental workshop was organised by the Department of Economics on "Disaster Management" on 11th March, 2018. Mr.

Lakshman Borah, retired Assistant Professor, Dibru College, Dibrugarh, was the resource person.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

College Governing Body

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

2019

Date of Submission

28-Feb-2019

17. Does the Institution have Management Information System ?

No

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 offered undergraduate (Arts) course affiliated to Dibrugarh University and the session starts by following the academic calendar provided by the University itself. The Routine Committee, with the Principal as the President, made the class routine to complete the syllabi within the specific time period. An introductory session was held to make the students aware of the new curriculum. Every department conducted meetings for the distribution of papers and allotment of classes and accordingly the teachers made plans for the whole course. The students were also provided with necessary class plans and syllabus. Basically the traditional methods of delivery of lecture with chalk and board and sometimes power-point presentation were adopted. Educational tours (for some departments), submission of project reports or field reports, seminars, group discussions are compulsory part of examination as it carries 20% of weightage. Two sessional tests were held as in-semester examination. Tutorial and remedial classes were also conducted for the poor students. The students were also encouraged to publish their write-ups in college magazines, wall magazines and newsletters and to participate in extra-curricular activities. Student's feedback was collected and analyzed to make the teaching-learning more effective.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Nil	D.EL.ED.	27/03/2018	730	Focus on employability	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

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
Nil	NIL	Nil

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
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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	15
BA	Education	29
BA	Entrepreneurship Development	105
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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	No
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

• Students' feedback was collected from the major and non-major student randomly before the end semester examination. • Feedback had been collected on several aspects like--- General administration, teaching -learning process, library, office, canteen, cleanness, hygiene, sanitation etc. • Collected feedback were analyzed and findings were reported to the Feedback Committee. After analysis, the Feedback Committee tries to resolve the issues after thrash out with Head of department and Governing body depending upon the weightage of the issues. • Feedback had been collected from other stakeholders like parents, alumni, employees teachers etc.

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	Major	250	312	229
BA	Non-Major	200	250	176
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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
2017	944	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
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, Students mentoring system available in the institution. The main objective of mentoring system is to guide the students academically. However, the institution addressed personal issues of the students too. The institution has taken special care to design various plans to evaluate its students informally and continuously depending on their curricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
405	24	1:17

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
14	13	1	0	5

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
Nill	NIL	Nill	NIL
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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	Semester	29/05/2017	10/07/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous examination and evaluation process is conducted by the institution on regular basis following the academic calendar of the University. For each 100 marks paper- End-Semester examination carrying 80 marks is conducted by the University and the other 20 marks In-Semester assessment is carried out by the College itself. The In-Semester 20 marks is obtained from the percentage of attendance of the students, Seminars, Group Discussion and two internal examinations carrying 25 marks each conducted by every department. The college fixes the date of the internal examination and the concerned department conducts the examination. As a part of their duty, the faculty members of each department take the sole responsibility of setting question papers, invigilation duty and evaluation of answer scripts of the students. After the evaluation of answer scripts, remedial classes were held whenever necessary and the students were given betterment chances if required. At the end of the semester the college submits the internal assessment marks to the University.

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

The College follows the academic calendar of the Parent University. The Routine Committee prepared the Annual calendar as given by the Parent University including the beginning and ending of the semesters, conduction of in-semester and end-semester examinations and other co-curricular activities and extra-curricular activities. The teachers of each department prepare and organize all the departmental activities and come in with close contact to the students to make them aware of all activities. To forbid any unavoidable situation students are given prior notice regarding the same in College Notice Board by the authority.

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/agar/2_6_1_\(1\).pdf](http://mis.nlbcitycollege.org.in/uploads/IOAC/agar/2_6_1_(1).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
Major	BA	Anthropology	10	9	90
Major	BA	Assamese	24	20	83.33
Major	BA	Economics	9	8	88.89
Major	BA	Education	29	19	65.52
Major	BA	Political Science	15	14	93.33
Major	BA	Sociology	13	9	69.23
General	BA	Nil	85	71	85.53

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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)

http://mis.nlbcitycollege.org.in/uploads/IOAC/files/img20220805_14561902.pdf

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
Nil	0	NIL	0	0

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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
NIL	NIL	

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
NIL	NIL	NIL	Nil	NIL

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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
NIL	NIL	NIL	NIL	NIL	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	0

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)
International	Sociology	1	3.18
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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
Anthropology	2
Assamese	3
Education	1
Sociology	1
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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
NIL	NIL	NIL	Nil	0	NIL	0
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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
NIL	NIL	NIL	Nil	0	0	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	38	19	6
Presented papers	2	40	0	0

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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
Environmental Awareness Programme 5th June 2018.	ECO CLUB and NSS	12	42
Clealiness Programme at Nirmali Goan Road. Swachhta Hi Seva.	NSS 26th September, 2017	4	25

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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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NIL	0	0

No file uploaded.

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
NIL	0	NIL	0

No file uploaded.

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

No file uploaded.

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
NIL	Nil	NIL	0
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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
17.3	17.3

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
Value of the equipment purchased during the year (rs. in lakhs)	Existing
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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 partially)	Version	Year of automation
Soul	Partially	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7601	Nil	915	200000	8516	200000
Reference Books	257	Nil	0	0	257	0
e-Books	135809	5900	0	0	135809	5900
e-Journals	6237	5900	0	0	6237	5900
CD & Video	8	Nil	0	0	8	0
Others(s pecify)	2	Nil	0	0	2	0
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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
No file uploaded.			

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	10	1	2	2	0	1	0	2	0
Added	1	0	0	0	0	1	0	8	0
Total	11	1	2	2	0	2	0	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	NIL

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
39.22	39.22	5.89	5.89

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>There is a computer laboratory in the college. The faculty members and the instructors are responsible in supervising and maintaining the same. CCTV cameras have been installed in the campus for security of the college. The college takes initiatives in forming different committees viz. Academic Committee, Construction Committee, Disciplinary Committee, Examination Committee, Students Grievances and Redressal cell, Canteen Committee, Library Management Committee, Prospectus Preparation Committee, Games and Sports etc. so as to maintain a healthy and progressive atmosphere in the college. The classrooms of the college are well furnished. The games and sports cell provides the students with necessary sports facilities and guidance. As a results, inter-college, state, national and international sports events like football, cricket, boxing, body building, weight/power lifting, athletics competitions etc.</p>
http://mis.nlbcitycollege.org.in/uploads/IQAC/files/policies_2017-2018.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 Govt Scholarship	106	265000
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
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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
Nil	NIL	0	0	0	0
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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
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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	higher education				
2017	7	BA	Assamese	DODL,Dibrugarh University	MA in Assamese
2017	1	BA	Poltical Science	DODL,Dibrugarh University	MA in Poltical Science
2017	1	BA	Political Science	Dibrugarh University	MA in Political Science
2017	1	BA	Political Science	RKB Law College	LLB
2017	1	BA	Political Science	Centre for Performing Arts,Dibrugarh university	PG
2017	1	BA	Education	DODL,Dibrugarh University	MA in Education
2017	1	BA	Education	Dibrugarh University	MA in Education
2017	1	BA	Economics	DODL,Dibrugarh University	MA in Economics
2017	1	BA	Economics	Dibrugarh University	MA in Economics
2017	1	BA	Anthropology	Gauhati University	PG in Performing Arts
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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
No file uploaded.	

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

Activity	Level	Number of Participants
College week	Institutional	210
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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
2017	GOLD	National	1	Nil	Nil	Ratan Urang

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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)

Students representation in academic and administrative bodies/committees of the institution are as--- 1) Member in IQAC committee. 2)Member in Library committee. 3) Member in Eco club. 4) Member in Gender Sensitization and Sexual Harassment Committee. 5) Member of anti-ragging squad. Besides these, the students organizing, conducting and participates various events like Fresher's Social Annual college week ,Swarswati puja, World Environment Day, Women's day ,Yoga day, Farewell, Teachers day ,etc and in maintain the peace and harmony in the college campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

140

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

22300

5.4.4 – Meetings/activities organized by Alumni Association :

A meeting was organised by the Alumni Association on 29/07/2017 in the College Auditorium to discuss about the contribution of the Alumni towards the College.

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)

Departments may check out teaching plan and other allied programmes, Schedule dates for internal examinations and mood of examination decided by departments own. Suggestions from the students also play a key role when scheduling such plans, programmes and examination dates. Various Committees and cells formed by the authority of the college to ensure equal representation of all students and teachers. Upon completion of the tenure of a particular committee or cell, new committee or cell formed with inclusion of new persons so that everyone may get opportunity to share and serve.

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

No

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
Admission of Students	Admissions were taken by the admission Committee as per total seats allotted on merit basis. Reservation policy was followed as per state government rules.

Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • Number of books has been increased. • Steps taken for providing ICT facilities. • Fully automated xerox machine for copying of question papers. • E-book facilities has been opened in the library.
Examination and Evaluation	Internal Examination was held on regular basis. Annual examination was held following the time table of the University.
Research and Development	<ul style="list-style-type: none"> • The department are encouraged to organize academic discourses by noted academicians with a view to offer new avenues of research. • The IQAC encourages the teachers to publish Research Paper , articles books etc. • The HODs of the department are encouraged to conduct and collect research activities.

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

E-governance area	Details
Administration	Notice display system exists for serving notices to students and stakeholders through college website and newspapers.

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
2017	NIL	NIL	NIL	0
2018	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 professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NIL	NIL	Nill	Nill	Nill	Nill
2018	NIL	NIL	Nill	Nill	Nill	Nill
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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
Refresher Course	2	22/01/2018	11/02/2018	21
Refresher Course	1	01/12/2017	22/12/2017	22
FDP	1	10/02/2018	14/02/2018	5
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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	24	7	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS and Loan From Nandalal Borgohain City College Thrift And Credit Society Limited	GIS and Loan From Nandalal Borgohain City College Thrift And Credit Society Limited	Free admission for a few students belonging to the EWS .

6.4 – Financial Management and Resource Mobilization

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

<p>The college funds are regularly audited by internal audit appointed by the college management. The auditor recruited for this purpose shall be either on authorized person working/ worked in government establishment as auditor or a registered chartered accounted. The report shall have to be present initially in the meeting of the Governing Body which is submitted by the auditor. Government also audits all Local Funds from time to time.</p>

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	0	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	Nill	No	Nill
Administrative	No	Nill	No	Nill

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

•The Parent-Teacher Association acted as the bridge between the parents and teachers. •To make the parents aware of the progress of the students, a parent teacher meeting is held once in every year. •Any student related issue is tried to solve through the Parent-Teacher Association. •The Parent-Teacher Association actively participated in the Health Camps and Blood Donation Camp held on 28th November, 2017.

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

A two day workshop was held on 5th June 6th June 2018, on Use of Technical Terminology in Higher education. The college sends the teachers and the non-teaching staff to attend workshop organized by the parent university on examination Reforms. The institution ensures about the effective implementation of examination reformed by the parent University.

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

1. e-Book facility has been opened in the library. 2. New Wi-Fi facility has been extended. 3. Teaching aids like audio-visuals, computers, projectors are introduced.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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
2018	World Environment Day	05/06/2018	05/05/2018	05/06/2018	54
2018	Womens Day	08/03/2018	08/03/2018	08/03/2018	42
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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
Wall Magazine of womens cell	08/03/2017	08/03/2018	28	7

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
 1. Open-defecation awareness programme. 2. Tree plantation programmes. 3. Cleanness programmes. 4. LED/CFL bulbs are used to conserve energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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Ramp/Rails	Yes	0
Physical facilities	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
2017	Nil	1	05/06/2017	1	Tree plantation	Environmental awareness	65
2018	Nil	1	08/03/2018	1	Discussion on women legal rights of women empowerment.	Women empowerment.	34
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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)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- To make the college campus environment friendly different medicinal, herbal and other plants have been sapled inside and outside the College campus.
- Dustbins are installed in every part of the college campus.
- To arouse environmental awareness among the students Environment Day was celebrated on 5th June, 2018. On this occasion, talks, essay competitions, art competitions are organized where students from other schools also participated besides the students of the College.
- Posters/slogans and banners carrying the messages of environmental awareness are pulled up inside and outside the campus.
- The College along with the College canteen is made plastic-free zone.
- Drainage system is also developed in the College campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

- A very friendly and cordial relation is established among the teachers and the students.
- The administration tries to make the College campus plastic and tobacco-free zone.
- Use of mobile by the students is strictly prohibited inside the College campus.
- Adaption of village for holistic development.
- Free sports training of badminton and football etc. for the students.

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_2017-18.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: • College has sufficient enrollment in degree subjects both in core and major subjects. • The students of the college secured positions in Graduation level under the parent university. • The college provides hostel for girls' with sufficient seat capacity. • The college produces a good number of national and international players in different events viz., football, boxing, judo, karate, cricket, athletics, wushu etc. The Weakness: • No white board in the classrooms. • Lack of computers for the students. • College has no hostel facilities for boys. • Student-teacher ratio is poor. • Lack of parking area in college premises . The Opportunities: • Students got job opportunities in both government and private sectors • The students carrying NSS and NCC got job opportunities and national awards. • Scholarship is given to the best graduate.

Provide the weblink of the institution

<http://mis.nlbcitycollege.org.in/uploads/IOAC/files/swot.pdf>

8.Future Plans of Actions for Next Academic Year

• Free admission for the poor students. • Awareness programme s regarding career guidance among the students. • Building of new classrooms. • To avail ICT facilities in the College. • To upgrade library facilities. • Take initiatives for organizing national, state and regional level seminar, workshop etc. More linkage facility will be introduced.