



Yearly Status Report - 2018-2019

Part A

Data of the Institution

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.	03732375141
Mobile no.	9435032783
Registered Email	nlbcity@gmail.com
Alternate Email	iqacnlbcitycollege@gmail.com
Address	Nirmali Gaon, PO- C.R. Building, Dibrugarh
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	iqacnlbcollege@gmail.com
Alternate Email	nlbcollege@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://mis.nlbcollege.org.in/uploads/IOAC/aqar/AOAR_2017-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://mis.nlbcollege.org.in/uploads/IOAC/files/academic_calender_18-19.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
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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

AISHE Data Submission	15-Nov-2019 365	118
Regular Meeting of IQAC	01-Aug-2018 1	17
Regular Meeting of IQAC	02-Aug-2018 1	17
Regular Meeting of IQAC	01-Jan-2019 1	16
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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	2019 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 :

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)

1. Organized National Seminar And Workshops. 2. Published Books on Technical Terminologies. 3. Faculty Exchange. 4. World Literacy Day. 5. Health Checkup. 6. Introduction of CBCS in BA Programme. 7. Environment Day Celebration. 8. Independence Day Celebration. 9. Teachers' Day Celebration. 10. Netaji's Birthday Celebration. 11. Republic Day Celebration.

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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
Different Committees likewise Academic Committee, Library Committee, Students Grievances and Redressal Committee and Anti Ragging Committee have been formed by the Head of the Institution.	The Committee members executed the plans and worked in the given committee actively.
Admission process will be given to the admission committee.	Admissions were given by the admission committee as per total seats allotted on merit basis. Reservation policy is followed as per state govt. rules and as per college requirement.
To prepare time table and maintain teachers' diary.	All the teachers maintain the teachers' diary, attendance register and daily diary.
Examination committee for smooth conduct of examination.	The committee conducted end-semester, in-semester and annual examinations.
Plan for extension activities.	NSS, NCC, Community Cell, Women's Cell and Red Ribbon Club conducted different extension activities like plantation of saplings, cleaning programmes, AIDS awareness, and awareness on Human Rights.
Conduct college week.	The Cells conducted different competition such as, - games, sports, music, dance, literary etc.
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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

15-Nov-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 college adopts the undergraduate curriculum provided by the parent institute, Dibrugarh University. The IQAC has a sub-committee for resource management. The basic function of the committee is to prepare the college routine so as to optimize the human resource and infrastructural resources to facilitate curricular transaction. The HoDs are assigned to implement the college routine. In addition, the affiliating university provides Academic Calendar for the academic session for proper implementation of curriculum which is basically followed in the college. In academic calendar, various events and activities covering scholastic and non-scholastic areas are pre-determined. Apart from these, semester break and holiday list is also included in it. The routine committee of the college designs a master class-routine that distributes subject wise classes, tutorial and remedial classes along with teacher's involvement. The class routine is prominently displayed on the college notice board for students. The routine reflects the teacher's time table and class time table and it is available in the college prospectus which is circulated to the students along with the application form during the admission time. In addition, every departments display their departmental class routine in the departmental notice board. At the commencement of each academic sessions, and orientation programme is centrally organised by the college authority, acquainting the students with the rules and regulation to be followed by the student, courses to be learn, facilities available in the college campus etc. In addition, at the beginning of the academic session, faculty members of every department acquaint the students with the course plan and other co-curricular activities to be conducted by the concerned departments for the all-round development of the students. Furthermore, each and every teacher maintains their individual academic diary. The faculty members must perform their duties in a responsible manner, regular mentoring the student. The authority also tries to ensure that the curriculum is delivered effectively as he arranges staff meetings to assess the curriculum covered by the teachers, difficulties being faced in proper implementation of curriculum, and to take necessary measures accordingly. To make class room teaching -learning effective, and to ensure active participation from both side, teacher follows the self prepared lesson plant. Almost every department conducts group discussion, seminar, educational talk, group projects, field trip which are relevant to the prescribed curriculum. Furthermore , after declaration of semester examination results, college authority arrange a meeting among faculty members, analysis the outcomes thoroughly , find out the lacuna within the process, and plan out for future betterments of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	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

Nil	NIL	Nil
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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	Honours	01/06/2019

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	Education(Major)	29
BA	Anthropology(Major)	14
BA	Entrepreneurship Development	106
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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
<p>Student feedback is collected at the end of academic session in a structured format of a questionnaire. Head of Departments explain the questionnaire to major students of all departments. Questionnaire has ten major domains i.e.- 1. Punctuality, 2. Regularity of conducting classes and practical, 3. Timely completion of syllabus, 4. Ability to involve students in extracurricular activities, 5. Command over the subject, 6. Communication Skills, 7. Class Control, 8. Use of Black/Green Board, 9. Use of ICT, 10. Overall Rating. Based on the results of the feedback, follow up action has been taken. The feedback about individual teachers is discussed separately, so that the teachers will also aware of their strength and weaknesses as perceived by the students.</p>

Strategic planning for the future semester is also planned on the basis of feedback.

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	418	226
BA	Non-Major	190	235	190
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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
2018	416	0	35	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
35	8	2	0	0	4

[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)

The students are divided into groups and mentoring, whatsapp mentoring and mentoring over phone. In each department students are grouped among the faculties on the basis of lottery. Each group is heard in person once in a week, the time is framed by the mentor himself/herself under whom it is assigned. WhatsApp mentoring and mentoring over phone are common to the faculties at departmental level.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1008	35	1 : 29

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
13	0	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
2018	NIL	Nil	NIL
2019	NIL	Nil	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	07/06/2019	16/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has limited leeway for reform on internal assessment in the institutional level as the college follows the norms, policies and directives of continuous evaluation as prescribed by the Semester Regulations of Dibrugarh University. Formal method of internal assessment is as prescribed by the university. 80 of marks is given to end semester examination and 20 for internal semester assessment that contains attendance (5marks), Two sessional Examinations (each sessional Examination Carries 5marks) and Seminar/Group Discussion (5marks).question papers for in-semester examinations are modelled on university question paper to make the students familiar with the question pattern of final examinations. However, with the view to make student-oriented evaluation system, some virtuous initiatives are taken by the college.

Continuous evaluation: I). Class Assignments: Regular class assignments are given to the students to evaluate the level of understanding and learning. II). Unit Test: Unit Test is conducted after the completion of a unit to measure students' performance. III). Quizzing: Open Quiz competitions are conducted in a frequent interval to evaluate the rationality as well as learning of students.

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

Nandalal Borgohain City College being affiliated college under Dibrugarh University follows the Academic Calendar prepared by Dibrugarh University for admission and examinations. However, all the departments of the college make their individual academic calendar before the commencement of the session for smooth and effective functioning. The dates of indispensable activities of the college such as students' union election, fresher's social, annual college week are adhered to by the college. The Academic calendar includes the dates of observation of various days and relevant events.

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/aqar/2_6_1_\(1\).pdf](http://mis.nlbcitycollege.org.in/uploads/IOAC/aqar/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
UG	BA	Nil	Nil	Nil	Nil
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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/IQAC/files/sss1.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
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			any)
International	Education	1	6.26
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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
Education	4
Political science	6
Assamese	6
English	1
Economics	4
Anthropology	4
Sociology	3
History	2
View File	

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	2018	0	NIL	0
NIL	NIL	NIL	2019	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	2018	0	0	NIL
NIL	NIL	NIL	2019	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	0	3	6	3
Presented papers	0	5	0	0
Resource persons	0	1	0	0
View File				

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
5th International Yoga Day	NSS and NCC	20	150
Joining of college teachers' unit in Assam college teachers association	College Teacher Association	13	0
PRCN	OTA Nagpur	1	0
Sociology for Future	Dept. of Sociology	6	0
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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
NCC	Lieutenant	OTA, Maharashtra	60
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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
Began Life and Life Giving Earth	Department of History	Informative Talk	10	80
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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
Teacher Exchange	Cinamara College	College	365
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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
Cinnamara College	09/01/2019	Faculty and Student exchange	300
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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
56.17	56.17

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	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 partially)	Version	Year of automation
KOHA	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8516	Nil	Nil	Nil	8516	Nil
Reference Books	257	Nil	Nil	Nil	257	Nil
e-Books	3135809	Nil	Nil	Nil	3135809	Nil
e-Journals	6237	Nil	Nil	Nil	6237	Nil
Others (specify)	2	Nil	Nil	Nil	2	Nil
CD & Video	8	Nil	Nil	Nil	8	Nil
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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	11	1	2	2	0	2	0	10	0
Added	2	0	0	0	0	0	0	0	3
Total	13	1	2	2	0	2	0	10	3

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
28.36	2836120	26.2	2620794

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)

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 principal of the college regularly follows up with these committees for discussion and proper implementation of their plans. The academic committee mainly aims to create and maintain healthy academic atmosphere in the college. The committee is responsible for preparing the course curriculum, course plan, class routines, academic calendar, etc. 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 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.

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	118	295000
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
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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
Election awareness programme	26/03/2019	300	District Election Office
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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	Programme	Department	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2018	1	BA	Education	DODL, Dibrugarh University	MA in Education
2018	1	BA	Education	Dibrugarh University	MA in Education
2018	1	BA	Assamese	DODL, Dibrugarh University	MA in Assamese
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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
NET	2
Any Other	2
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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 annual week competition	Intra College	800
Musc and literary competition on the death anniversary of Dr. Bhupen Hazarika	College	43
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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
2018	Gold	National	1	Nil	Nil	Dipanjali Baishnab
2018	Silver	National	1	Nil	Nil	Dipika Rajuwar
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students activities enlisted as follows : Students Council and representation of students on academic and administrative bodies/committees of the institution are listed as follows : 1. Students Union. 2. Member to IQAC. 3. Member to Semester Committee. 4. Member to Gender Sensitization and Sexual harassment committee. 5. Member to Anti Ragging Squad. The students' union of Nandalal Borgohain City College is the most important body representing the students

community of the institution. Nandalal Borgohain City College students' council is considered of the following office bearers : (i) President, (ii) Vice President, (iii) General Secretary, (iv) Assistant General Secretary, (v) Cultural Secretary, (vi) Magazine Secretary, (vii) Major Games Secretary, (viii) Minor Games Secretary, (ix) Boys Common Room Secretary, (x) Girls Common Room Secretary, (xi) Fine Arts and Literary Secretary, (xii) Debating and symposium Secretary, (xiii) Music Secretary, (xiv) Social Service Secretary. The major activities of the union is to organize various programs, activities and services which serve the co-curricular, cultural, social and educational interests of the students at the college. Students representation is mandatory in IQAC, Admission Committee, Election Committee, Grievances Redressal cell, Anti Ragging Committee, Gender Sensitization and Sexual harassment committee etc. The students union plays significant roles in organizing and conducting various events like Freshers Social, Annual College week, Saraswati Puja, World Environment Day, Women's Day, Farewell, Flood Relief Camp etc. and in maintaining the 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) :

23700

5.4.4 – Meetings/activities organized by Alumni Association :

1. A meeting was held on 23rd December 2018 to discuss about the celebration of silver jubilee of the college. 2. A commemorative book has been published on the occasion of Silver Jubilee of the college by the Alumni Association.

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)

Two practices of decentralization and participative management. 1. Academic Administration- There are two system of academic development - one directly under principal and other indirectly under principal through IQAC of the college. The principal also decentralizes academic administration by appointing head of the department in each department. The heads of the department manage all the departmental level academic transactions and keep themselves answerable to the principal. There is also an examination committee appointed by the principal to make policy and work for both in semester and end semester evaluation. Under IQAC there is academic development cell to work for quality development of academic transactions. The activities performed by the Academic Development Cell are- Preparing Prospectus and Academic Calendar, Preparing Daily Routine, Organizing Students' Enrichment programmes such as,- workshops on seminar orientation, group discussion etc., Arranging Students' assembly reviewing departmental academic calendar, reviewing records of departmental level students progression, designing and reviewing internal evaluation process. Students are also involved in committees like students' union, anti-ragging committee, IQAC, Admission Committee. Apart from these, external representatives from various forums are involved in committees.

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
Human Resource Management	Taking into the consideration, the potentialities of the teaching and non teaching staff and the requirements of the functioning of the college teachers and non teaching staff are appointed in certain committees such as, Library Committee, CBCS Committee, Academic Committee, Routine Committee, IQAC, Admission Committee etc so that they can acquire leadership capability, skill in management and gather the knowledge in organizational behavior. The teachers and other administrative staff members are encouraged to participate in training, workshop, seminars, conference etc to gather knowledge so as to enable them to enhance their competency.
Library, ICT and Physical Infrastructure / Instrumentation	KOHA Software is installed for library management. There is a committee of infrastructure and learning resources under IQAC to work for infrastructure management including library. There is also a Library Committee under the Principal for the library service development and management. Incentive measures are taken in terms of best reader award in library by the Library Committee to increase the use of library.
Research and Development	There is a Research and Consultancy Committee to promote research environment in the college. The committee takes measures on development, monitoring and screening research and also takes steps for increasing research aptitude among the students.
Examination and Evaluation	The Office of the principal conducts and controls the Odd and even semester examinations. The principal is the officer in charge and appoints another Assistant Officer in Charge for smooth conduct of the examination. Two in-semester examinations in each semester are conducted. Date of in semester examination are scheduled on the basis academic calendar of Dibrugarh University. A comprehensive and

	continuous evaluation process has been adopted for all programme of study in the college. In semester marks are awarded to students of all departments in a uniform pattern based on their marks in the examinations, seminars, group discussion and class attendance.
Teaching and Learning	Student mentoring system is functional in the college. the college has taken various measures to assess the co- scholastic potential of the students. Teachers engage themselves to identify the ability of the students in curricular, co- curricular and extra curricular activities. Class teaching has been supported by field work, educational trip, home assignments etc.
Curriculum Development	The college is affiliated to the Dibrugarh University. So, it does not have the autonomy either to design curricular or to develop it. The college just adopts the curriculum prepared by the parent university. After notification of the CBCS curriculum, that has been introduced this year, the teachers of the college organized a workshop to orient them to the CBCS curriculum.
Admission of Students	Admission notice is advertised in blended mode. College prospectus containing all the required information is distributed.

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

E-governance area	Details
Planning and Development	The college library automation has been initiated by the use of KOHA 2.0 software.
Administration	Notice display system exists for serving notices to students and stakeholders through college website and newspapers.
Student Admission and Support	Admission process for the regular students in the different semesters is done by online mode, but for fresh admission in 1st semester, both online and offline mode are provided.
Examination	All examination notices, schedules and results are intimated to the stakeholder through college website and college notice board.

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
2018	NIL	NIL	NIL	0
2019	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)
2018	NIL	NIL	Nil	Nil	Nil	Nil
2019	NIL	NIL	Nil	Nil	Nil	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
11th Orientation Programme Sponsoring agency: UGC Sponsored	2	04/09/2018	01/10/2018	28
Refresher Course	2	22/01/2018	11/02/2018	21
Refresher Course	2	12/06/2019	25/06/2019	14
Training of trainers on Life Skills, IIE RGNND sponsored, organized by Dibrugarh University	1	10/02/2018	14/02/2018	5
Electronics ICT Academy, Govt. of India in association with R.K.B. Law College, Dibrugarh	2	10/12/2018	16/12/2018	7

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	24	6	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Loan From Nandalal Borgohain City College Thrift And Credit Society Limited GIS	Loan From Nandalal Borgohain City College Thrift And Credit Society Limited GIS	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)

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.

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)

- Student related issues are tried to solve through the Parent-Teacher Association.
- 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.

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

The administration is encouraged to take up regular training programmes provided by the government. ICT skill development and avenues for career promotion for the support is also being encouraged. Welfare measures provided by the government are being implemented without any delay. There is a thrift

and credit society in the college which can help financially to the college staff.

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

1. Formation of Students Union. 2. PhD Award achieved by Teachers. 3. Upgradation of library system. 4. Use of ICT by Teachers.

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
2019	World Environment Day	05/06/2019	05/06/2019	05/06/2019	150
2019	Workshop on CBCS	27/06/2019	27/06/2019	27/06/2019	35
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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 women cell	08/03/2019	08/03/2019	60	32
Postering on Gender Equity	08/03/2019	08/03/2019	36	12

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

Following activities have been performed in the college in order to have environmental consciousness and sustainability. 1. Greenery of the campus has been maintained along the years. 2. Solar energy is to be harnessed. 3. Garbage management provisions have been installed in campus. 4. Cleanliness in the campus maintained with students' involvement through NSS and NCC. 5. There exists well planned drainage system in college campus which helps to avoid waterlogging in rainy days.

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
2018	Nil	Nil	Nil	Nil	NIL	NIL	Nil
2019	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)
UGC guideline for code of professional ethics.	18/07/2018	Code of professional ethics of the teachers and their responsibilities is to be followed accordance with the UGC regulations published in July, 2018.
Students Union Constitution.	24/09/2018	The constitution of the NLB City College was adopted to promote the welfare, social, intellectual, cultural, physical, and moral development of the students and promoting mutual contact, friendship and cooperation among the students, teachers and public and to play a positive role for allround development of the college. It contains details of the students conduct in the college campus and other issues and concerns associated with the students' community. The constitution also includes powers and functions of the students union and the procedure of the election of the students union. Since the adoption of constitution, efforts are made by every stake holders for its proper follow-up.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
.International Yoga Day	21/06/2019	21/06/2019	160
NCC Day	25/11/2018	25/11/2018	60
Teachers Day	05/09/2018	05/09/2018	300
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Installation Of Dustbin. 2. Plantation in the college campus and nearby areas. 3. Posters and Walling on Environmental awareness. 4. Observation of World Environment Day. 5. Plantation Of Medicinal Plants. 6. Regular Cleanliness is maintained.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Formation of students union through FPTP system. 2. Introduction of online admission system. 3. Introduction of online form fill up.

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_Practices_18-19.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

Nandalal Borgohain City College was established in 1992. The motto behind was to provide opportunity of higher education to those rural youths who were unable to afford the cost of higher education in distant town and cities. It has now enriched more than 1000 students with the strength of 35 faculties and 15 non teaching staff. In 2005, the college was assessed by NAAC peer team and awarded with 'B' grade. At that point, the college community conceptualized that higher educational institute should not only concentrate to impart higher education, it should also have spill over effect in the locality at which it has been born and brought up. This role is specially to play by the colleges situated at down town area. The students of this college is flood prone, mananimal conflict affected and majority portion inhabited by SC, ST and TGLs. On this background, after the first assessments of NAAC the college community made rural development as an explicit motto of higher education in Nandalal Borgohain City College. Since then the college community is emphasizing on spill over effect of higher education in rural areas. To bring the motto into reality, they have linked almost all the college programmes with rural development. The institute wishes to provide students opportunities for learning the subjects to earn the desired degree and also help them to gain knowledge and skills in sports. The college has a good background in sports. The college takes initiatives in making athletics, indoor and outdoor sports a feature for students of the college. As the evidence of exemplary performance, the achievements of the championship award by the football team of the college in the Dibrugarh University Inter-College tournament for eight (8) consecutive years. It is notable that many students of the college are being able to establish themselves in various government services through sports. A notable number of students is able to engage in various jobs through sports. Some students of the college have got the opportunity to participate in National and state cricket and football team. In this way, the college proves to be instrumental in promoting rural students into the global world.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

Future plan of action for session 2019-2020 of NLB City College 1. Effort for the optimization of resource use. 2. Infrastructural development. 3. Implementation of CBCS system in BA programme. 4. To increase orientation to the student regarding different issues. 5. Organizing workshop and seminar. 6. To increase library strength. 7. Increasing CC camera coverage.