



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	NANDALAL BORGOHAIN CITY COLLEGE
• Name of the Head of the institution	Dr. Sanjeevananda Borgohain
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03732375141
• Mobile No:	9435032783
• Registered e-mail	nlbcity@gmail.com
• Alternate e-mail	iqacnlbcitycollege@gmail.com
• Address	Nirmali Gaon, P.O.- C.R. Building, Dibrugarh
• City/Town	Dibrugarh
• State/UT	Assam
• Pin Code	786003
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Dibrugarh University, Dibrugarh				
• Name of the IQAC Coordinator	Dr. Manashi Gogoi Borgohain				
• Phone No.	03732375141				
• Alternate phone No.	9435474993				
• Mobile	9435474993				
• IQAC e-mail address	iqacnlbcitycollege@gmail.com				
• Alternate e-mail address	nlbcity@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://mis.nlbcitycollege.org.in/uploads/IQAC/aqar/62e25f927b8cd_aqar_report.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://mis.nlbcitycollege.org.in/uploads/IQAC/files/academic_calendar_2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	73.00	2006	02/02/2006	01/02/2011
6.Date of Establishment of IQAC			14/05/2006		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			6		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. On 1st August 2020, IQAC decided to invite Dr. Binod Bora (Academic Deputy Register, DU) and Lurin Jyoti Gogoi GS, All Assam Students Union to discuss about online teaching and application of online facilities. 2. On 28th November 2020, IQAC took resolution to solve the teaching problem like blackboard, whiteboards and digital boards for teaching purposes 3. On 1st January 2021, IQAC took the resolution to invite guest lecturers as per departmental needs. Again IQAC instructed the head of the departments to carry out the above programmes. 4. On 1st August 2020, IQAC decided to avail ZOOM app in the college for smooth running of the online classes. 5. On 1st January 2021, IQAC decided and instructed the head of the departments to organize departmental seminars, talks and discussion on relevant issues of syllabus.</p>		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
More digitalization of class rooms.	Processing	
Extension of computer laboratory	Processing	
Development of a museum	Processing	
Post graduation in Sociology	Processing	
13. Whether the AQAR was placed before statutory body?	Yes	

<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body, Nandalal Borghain City College, Dibrugarh	13/11/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	31/03/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1

161

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **841**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **806**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **238**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **27**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **19**

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	161
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	841
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	806
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	238
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	27
File Description	Documents
Data Template	View File

3.2	19
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	22
Total number of Classrooms and Seminar halls	
4.2	53.28
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	14
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1. At the very onset of the academic session, the college goes through the academic calendar received from the affiliating university; the academic activities including curriculum delivered and implementation throughout the session are carried out in accordance to the academic calendar.
2. Routine committee of the college prepares the master routine for all the honours and generic courses and distributes it to the respective departments of the college. Routine is prepared by taking into account the credit points given in the syllabus prescribed by the affiliating university for all the courses offered by the department.
3. On the basis of the allotted teaching topic and contents in the syllabus distribution, teachers prepare their teaching plan in accordance to the number of classes allotted for each topic in the prescribed syllabus by the affiliating university.
4. Tutorial and remedial classes are also conducted for the

interest of the students

5. Seminar and sesssional tests areheld from time to time for effective review for which students would be able to achieve better learning.Home assignment and group discussion are also conducted for acceleration of learning capacity of the students by all departments
6. Field trips are also carried out the department like sociology, anthropology etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

1. The academic calendar is very useful document, which contains the tentative date of academic events internal and external semester examination which guides the teachers and students.
2. The College prints the annual calendar in college prospectus every year in details of major academic events.
3. In accordance with the details of annual calendar the IQAC and academic committee prepare the academic calendar for the respective academic session and declared in advance to the students the academic calendar.
4. Academic activities, the faculty and students get a lucid picture of the activity schedule and adhere to the calendar. It facilitates planned coverage the syllabus.
5. Availability of the academic calendar, aware the students about the probable examination time. Continuous Internal Evaluation is carried out by objective as well as subjective manners of assessments. Different methods followed for ICE are, assignments Quiz Open book test, tutorial, Seminars etc.
6. Apart from the conventional methods ICT based (Google Class) also carried out. Time table for internal evaluation is displayed on the college notice board. Moreover students are informed about the CIE schedule through whatapps groups.
7. Co-curricular activities such as field visits (Anthropology, Education sometimes departments of Sociology) guest lectures, Industrials visits also planned in the calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://mis.nlbcitycollege.org.in/uploads/IQAC/files/academic_calender_2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

161

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

Nil

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Our curriculum tries to address issues related to Environment, Sustainability, Gender and Professional Ethics while some value-added courses aim to inculcate social, human values, thereby leading to the holistic development of students. Our various courses cover following components to impart value education as follows-

- Issues relevant to Professional Ethics- Many Capacity Building and Personality Development programs, courses and workshops are conducted by the institute to imbibe universal ethical principles such as honesty, trust worthiness, loyalty, respect for others, adherence to the law, doing

good and avoiding harm to others and accountability. College has also organized various personality development programs through placement cell to make a responsible and good citizen of a nation.

- Issues relevant to Environment and Sustainability- Our parent university has made Environmental Science as a compulsory credit course for all U.G. Second Year students. In the course study, students get introduced to Ecology, Ecosystem, Natural Resource Conservation and Management, Biodiversity conservation and learn Environmental Pollution Control Technology.
- Our NCC and NSS programs also handle different environment conservation activities such as Tree plantation, public cleaning programme, paper free and plastic free programmes etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

140

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	E. None of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

D. Feedback collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

325

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	No File Uploaded

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

305

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	No File Uploaded

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Before the commencement of the academic session, the new admitted students are offered counseling by the teachers of various departments. Various class test, in the form of periodic major test and sessional examination as well as seminars and group discussions are conducted, to gauge the learning levels of the learners so that slow and advanced learners can be detected quite early in the session and can be provided with proper mentoring. Different remedial measures such as tutorial classes, group discussions, seminars etc. are accordingly taken by the departments to bridge the gap between slow and advanced learners, and they are encouraged to facilitate atmosphere to freely discuss their problems with their teachers and other faculties of the department as and when necessity arises. Moreover, each department forms tutorial groups for individual teachers to aid the students in the learning process (IQAC has initiated the Mentor mentee system) Keeping in mind, individual teachers are assigned the task of mentoring by guiding them not only in their studies, but also for assignments, projects, excursions, orientation classes and various competitions. These measures develop a cordial relationship between the mentors (teachers) and mentees (students).

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
841	27

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

1. Experimental learning is made effective in four aspects of learning such as mode of sensing feeling, watching observation, thinking analysing and doing practical supporting laboratory and field study, made theoretical knowledge in practical one.
2. Teachers usually have brainwashing session with students in their classes whenever any new topic is introduced. This inspires the students to engage in participative learning in the subject concerned.
3. Projects and assignments are given to the students to develop their problem solving skills. As the project is a part of syllabus which helps the students to develop participative and scholarly skills, and with these skills the teachers prepare the students for further research purposes..
4. Seminars and workshops, guest lectures are organised by the departments for enhancing the learning experiences as part of student centric method.
5. Students are also prepared to present papers about their course and projects in regular manner as part of Curriculum.
6. Enhancing practical knowledge or learning experiences, field work in subjects like environmental studies, sociology, economics, political science, anthropology and others also facilitates the teaching learning process.
7. College facilitates communication skills of students by offering vocational courses like Communicative English and Spoken English.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

As this session was hit by the pandemic, Covid-19, and the government announced lock down for most part of the session, so our teachers had to reach out to the students through online mode. Classes, notes, presentations, webinars, etc were delivered to the students using mediums such as Whatsapp Groups, Zoom App, Google Meet and YouTube channels also. Alongside the teaching par evaluation of the students were also done using these tools. Regular class tests, sessional tests and even the End-semester exams were conducted by the University with these tools.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

27

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

6

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

520

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college follows the Examination evaluation system of Dibrugarh in continuous basis. The courses are divided into two parts - 20 marks for internal assessments and 80 marks for end semester examination in each course. The 20 marks internal assessment is distributed as-5 marks allotted for 1st assessment, 5 marks for 2nd assessment, 5 marks for seminar/ group discussion and 5 marks for attendance of the students. This process is followed by each concerned departments of the college. Each sessional examination is conducted by the concerned department of the course. Question paper setting, invigilation duty, evaluation answer scripts are done by the concerned departments as a part of their moral duty. The college fixes the date and time table of the sessional examination of each department following the academic calendar of the affiliating university. At the end of the semester, before the end semester examination begins, the colleges submits the international assessment marks to the University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Nandalal Borgohain City College has a robust mechanism to ensure that the process of continuous assessment is transparent, efficient and in the best interest of students.

Students are given ample time to point out any discrepancies regarding their Examination.

Answer scripts of internal class tests, assignments and project reports were discussed. They may raise their grievances regarding the marks awarded to them with the faculty concerned, if any.

In rare cases if students' grievances are not addressed satisfactorily, students can approach their mentor, or the teacher-in-charge for redressal. Intervention by the Head of Institution can be sought in extraordinary case.

Departmental moderation committees moderates the marks awarded by individual teachers among different subjects. The records are then uploaded on the college website.

In certain cases, if discrepancies are noticed between marks awarded to students by teachers and those entered in the mark sheets prepared by the University, the college assists the students in getting such errors rectified.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

- Nandalal Borgohain City College, Dibrugarh follows the outcome based education. Programme Outcomes (POs) and Course Outcome (COs) are identified as per the course curriculum issued by the Dibrugarh University.
- An Orientation Class is organized at the beginning of the session in order to familiarize the students with the Programmes, medium of instruction, internal assessment procedure etc.
- Each Department organizes welcoming Session or special classes to make newly enrolled students aware of programme outcome and course outcome of the programme offered by the institution.
- The COs form the basis for achieving POs and thus contributing towards achieving the Mission and Vision of the Institute.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of program and course outcomes is assessed by each department based on student performance on unit tests, sessional examinations, home assignments, seminars, and the end-of-semester examination. Internal Assessment (IA) marks are distributed as-20

marks for internal assessments and 80 marks for end semester examination in each course. The 20 marks internal assessment is distributed as-5 marks allotted for 1st assessment, 5 marks for 2nd assessment, 5 marks for seminar/ group discussion and 5 marks for attendance of the students.

Internal assessments (IA) are conducted on a regular basis during the semester, and students' performance and progress are regularly assessed. Additional class tests are conducted by the departments to assess the student. In addition to group discussions and seminars, which are required as part of the internal evaluation system, departments frequently include students in college-funded departmental projects. The principal calls staff meetings to discuss the students' performance in the end-semester examinations, as well as the achievement of Program and Course Outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

238

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://mis.nlbcitycollege.org.in/uploads/IQAC/files/feedback_2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution

during the year

9

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

1

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Nil	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year	
File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded
3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	
3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded
3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year	

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

NILL

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has sufficient infrastructure and physical facilities for teaching learning process. There are the sufficient classrooms, a good condition auditorium. Digital library construction is going on and hope it will be completed at the time of NAAC peer team visit. Improvement of ICT facilities and digitalization of classrooms are also in process.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Sports equipments and materials are properly maintained every now and then. These are issued to the students as per the college schedule. For the college week and inter college competitions sports materials are issued to the in advance for better practices and also during the period of competitions these are issued to the students. After completion of the events the materials are collected by the game secretary of the college and properly clean and store in the sports complex for the future.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

22.28

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

Integrated Library Management Software (ILMS)

Central library of NLB City College subscribed KOHA 2.0 library management software in the year 2019 and since then library functioning is partially automated. This ILMS is used to manage all library collection like books, journals, magazines, CDs/DVDs etc. Bar Code technology is used in the library for issue and return of books. All functions like Issue- return, Renewal, Reports Generation, Stock Verification, OPAC, Federated search for multiple databases, computerized attendance, etc are automated. The software which provides Web-OPAC. With this new feature, readers can easily access the library catalogue/ OPAC from anywhere and search the library collection online. They can check which books are issued on their names, due date, renew the due date and check other electronic resources library has provided.

The OPAC link is available on: <http://nlbcitycollege-opac.kohacloud.org>

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

4

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

14

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Classrooms are provided with electricity and also solar plant is present in the college campus. Regular cleaning is done to maintain a healthy and hygienic environment. Different types of chemicals are used to protect the collected items from the insects. It is done by the Museum in-charge of the department i. Annual maintenance contracts are done for the software used in the library. Furniture and fixtures are repaired time to time as

per the requirements. Library is partially automated. Computerized issuing and returning of books is done so as to save time. Book exhibitions are conducted in the library and books suggested by staff members are included in the library. Open access is given to students to the books so as to have effective referencing and exploring of new books related to subjects. Special reading room facility and Computers are provided for access to e- content. Library staff conducts orientation and information literacy programs to educate patrons. New arrivals are exhibited on board. Maintenance of computer sets is done according to requirement when problems arise. These are services time to time for proper functioning of its. Computer rooms are kept clean so as to save from the dust and smoke and any other computer virus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://nlbcitycollege.org.in/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

841

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

E. None of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
14	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	No File Uploaded
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
7	

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college conducts student's union election every year. Through this election different representative are elected such as the students representative, sports representative, boys room representative, girls room representative, cultural and music activities representative and magazine edited representative and so on. The representatives participate in the committee meetings and with the college authority. The students union helps in maintaining the academic discipline and college discipline they are assigned respective task during the college co curricular activities and sports. The students union also helps in coordinating the alumni and among the students in the college festival like freshmen social, college sports teachers day celebration, celebration of saraswati puja and cultural programmes of the college. Members of the students union perform positive rule during inter college events, college week events competitions 'related to sports alumni prizes distribution programme etc. They also play important role in the Republic Day celebration, Independence Day celebration and many other events held in the college as well as outside the college. Student's union members or student's representative take a leading role for assisting faculty members of different task and also help on coordinating and volunteer in different college level as well as departmental activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

College has a registered Alumni Association under the Registrar Societies of Assam, Guwahati (Registration of Societies Act XXI of 1980) having 350 members still working for the college progress and development. This association also provides financial support for the college development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Committee and cells form by the authority of the college always insures equal representation of all the stakes holders, upon competition of the tenure of a particular committee or cell, new committee or cell is form with inclusion of new persons so that everyone may get opportunity, to share and serve. Feedback given by different stakes holders were taken into consideration before taking decisions on any academic and administrative matter.

Schedule dates for internal examination and decide mode of examination on their own. Suggestions from the students also pay a key note when scheduling such plans, programmes and examination dates.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Internal examinations are held in both regular and online mode. Online classes are taken by the faculty especially when regular mood hindered. Students can apply for admission online; college prospectus is made available in the website.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The main purpose of the Academic Committee is to maintain academic environment for all around development of the students. Academic Committee prepares class routine, Academic Calendar. 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

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

GIS, Loan facility from NLB City College Thrift & Credit Society ltd for teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

16

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college follows, the performance appraisal system according to the norms of the UGC at implemented by university of Dibrugarh in

the forms of performance based appraisal system the minimum of norms of the selection committee, selection procedures of API score requirement for different respective candidates.

The principal of the college prepared the confidential report every year for teaching and non teaching staff. Through this appraisal, the college encourages professional progress and development.

This is designed to explore the professional skills and there by progressive of employees and expect there participation in academic, research, curricular and co-curricular activities which will help to the overall development of the institution. After that the appraisal system for performance review conducted by the appraisal committee and IQAC coordinator. The committees check and reviews documents and academic achievements. Then principal remark on it and forward then to the management.

Appraisal of the non teaching staff is done upon filling in the appraisal form as per the University guiding staff members who fulfill the condition laid down the performance appraisal profoma are promoted to the next stage as per the vacancy available promotions of four employees took place on 2020-2021.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The external audits are conducted regularly by the institutions. All the receipt and payments voucher and utilization of fund receipt from different sources are check by the external auditor before the 31st March every year. This is don e annually after completion of financial year i.e. 31st March of the year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college collects its funds through various sources such as students, state governments. The college follows well define procedure for expenditure of the college necessity. The college has a building committee which authorizes infrastructure development or creation permanent structures at campus.

In every year college design a budget taking into consideration. Budget is presented before the governing body and approved by the same. Utilization of budget amount closely monitor for per application of budget.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC of the college keeps regularly working on the quality improvement in various aspects. The IQAC meeting is held every year. The academic planning committee designed a detail academic plan for each academic year to ensure optimum achievements of the available infrastructure. In this respect academic calendar is prepared and directed to all the faculty members about the plan programme of IQAC and displayed in IQAC academic notice board. The IQAC adopted some procedure for quality improvements and take strategies in new area like curriculum development, teaching learning examination, evaluation, research and other professional development schemes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- The institution reviews its teaching learning process, structure & methodologies of operations through IQAC.
- The IQAC holds meetings periodically.
- The Principal also review the progress of academic activities such as, the number of classes held, syllabi covered in subjects, Internal Examinations conducted and departmental proceedings
- Annual Quality Assurance Report of N.L.B City College profiles are verified with annual plan.
- The Principal also meets the administrative staff to review the progress in respect of college administration and appropriate steps are taken for improvement.
- IQAC conducts periodic review of the academic and administrative functioning. Further, the IQAC collects feedback information from students on Teaching-Learning Process. The information obtained is analyzed and steps taken for necessary improvements are passed on to the concerned departments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

E. None of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. The college has partial initiatives for promotion of gender equality.
2. College has a faculty Woman Cell named Mahashweta. This Cell every year published a wall magazine, where different articles are published relating to women issues and ensure women empowerment. Every year on the day of International Women's Day the new addition of the magazine is inaugurated.
3. The cell organizes discussion and talks every year relating to promotion of gender equity.
4. In this year due to lock down the cell organized online

discussion on, "Women's right and role of family for upgrading Women's Status."

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

For waste management College set up some number of dustbins for manage the waste product like cartoon, carry bags and disposable materials using daily in the college. These are collect by the municipality workers daily.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants 	E. None of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college have demographic diversity as there are students coming from different socio-cultural, socio-economic and socio-religious background and some others from diverse areas having their own language preferences. The parentstackholders haveoccupations which range from farmer, rickshaw puller, house

helpers to businessman, doctors, lawyers and so on. So in regard to distinctiveness of every students, we tried to intimate a feeling of togetherness among all the students of the institution by giving equal side to them. For which it is expected to attain their full potential to maintain peace and harmony and unity in the college campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

1. Election duty(Counting,Master trainer in MLA election 2021).
2. Voters Awaerness programme at students college unionelection.
3. Rendering goverment duties at various programmes such Gunaustav Higher Secondary School
4. One day salary donated to State COVID-19 fund (AsomArogya Nidhi).
5. Flood releif by student union contribution to cancer treatment of a DU student.
6. working in the voter helpline in district election office.
7. Obsevation of constitution day on 26th Nov 2020.
8. Observation of Human Rights day on 10th Dec 2020.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes

E. None of the above

professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates/organizes national and international commemorative days, events and festivals-

Events Organize date

1. Shilpi Diwas - 17 January, 2020
2. Bishnu Rabha Diwas - 20 June, 2020
3. Gandhi Jayanti - 2 October, 2020
4. Rabindra Jayanti - 17 May, 2020
5. Sankardev Tithi - 17 August, 2020
6. Nandalal Borgohain memorial Day - 7 November, 2020
7. Mother Teresa commemorative Day - 9 May, 2020
8. Sukapha Diwas - 2 December, 2020
9. Lachit Diwas - 24 November, 2020.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Describe at least two institutional best practices

1. Paper free communication system (online posters, messengers' software etc.)
2. Partialonline admission system.
3. E-learning zone in the college Library.
4. Medicinal Plant and Air purifying plants and eco-friendly.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Strengths of the college:

1. The college has an eco-friendly environment.
2. Sufficient physical and infrastructure facilities.
3. The college has a large auditorium for cultural celebrations and functions.
4. The college has ICT facilities.
5. The college has a girls' hostel with sufficient facilities.
6. The college has an ITI institute for offering skill based programmes.
7. The college offers distance Education through -KKHSOU, Distance Education Dibrugarh University, and Open Schooling Progresses for continuing education by the house wives and working adults.

Weaknesses:

1. The college has no boys' hostel.
2. Insufficient ICT facilities.
3. Need more permanent teachers in comparison to the students.

Opportunities:

1. The college has the opportunities to the NSS volunteers and NCC Cadets to get opportunities. The prayers can get the opportunity to upgrade them to national and international level.

Threat:

1. Improper use of mobile phone by the students may give negative impact on students study as well as their personality development for their future.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Frame the questionnaire for feedback of teachers, alumni and office staff.
2. Organized workshop on intellectual property Right.
3. Organize National Seminar/Webinar on NAAC related techniques and documentation.
4. Development Programme.