



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		NANDALAL BORGHAIN CITY COLLEGE
Name of the head of the Institution		Dr. Sanjeevananda Borgohain
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03732315544
Mobile no.		9435032783
Registered Email		iqacnlbcitycollege@gmail.com
Alternate Email		nlbcity@gmail.com
Address		Nirmali Gaon NLB CITY COLLEGE
City/Town		Dibrugarh
State/UT		Assam
Pincode		786003
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Tapati Singha
Phone no/Alternate Phone no.	03732375141
Mobile no.	9435032783
Registered Email	nlbcity@gmail.com
Alternate Email	iqacnlbcitycollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://mis.nlbcitycollege.org.in/uploads/IQAC/aqar/AQAR_2015-16.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://mis.nlbcitycollege.org.in/uploads/IQAC/aqar/Academic_calender2016-17.pdf

5. Accreditation Details

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

6. Date of Establishment of IQAC

14-May-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Submission of NIRF data	18-Nov-2017 1	12

Regular meeting of IQAC	01-Aug-2016 1	12
Regular meeting of IQAC	30-Nov-2016 1	10
Regular meeting of IQAC	18-Jan-2017 1	9
Regular meeting of IQAC	31-May-2017 1	9
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2017 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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)

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

- The Red Ribbon Club Unit of the College arranges a rally on the 3rd December 2016 on the occasion of International AIDS day. All the members of the Red Ribbon Club actively participated in the rally.
- Eco Club: In the year 2016, the Eco club arranged a programme to hoard scientific names of plants in the college campus as well as in the nearby areas.
- Research Cell: The research cell of the college has been encouraging the research works from the beginning of the cell. It encourages the teachers and the students for research paper, projects work, survey activities etc. In the year 2016, a state level workshop on Human rights and legal Issues was organized in collaboration with IQAC of the college.
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Sahitya Chora: The College has a Sahitya Chora(Literary Forum) to develop various literary skills of students as well as teachers. The Cell organizes different literacy programmes, competitions and takes initiative for books, journals publications. On 29th May, 2017, two books of Dr. Manashi Gogoi Borgohain have been published. One is based on articles inaugurated by Dr. Karabi Deka Hazarika and one was of songs inaugurated by renowned radio artist Hiren Gohain. • Department wall magazines, the college has common wall magazine PRAGYAN to expose mainly the literal creativity of the students. All the departmental wall magazines are inaugurated in 5th September every year on the occasion of Teachers' Day. A wall magazine "MAHASWETA" is also prepared by women cell of the college inaugurated on the occasion of "World Women's Day".

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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	Achivements/Outcomes
Committees were made by the head of the institution.	Committee members followed and worked in the given committee as per instructions.
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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

2017

Date of Submission

21-Mar-2017

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

i. 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 delivery implementation throughout the session are carried out in accordance to the academic calendar. ii. Orientation programme is conducted by the college administration every year to make newly admitted students aware about the mechanism of curriculum transaction/delivery and implementation. iii. Routine Committee of the college prepares the master routine for the all majors and general courses and distributes it to the different departments of the college. Routine is prepared by taking into account the semester syllabus prescribed by the affiliating university for all the courses offered by the departments. iv. Departments conduct meeting for the allotment of the classes on the basis of routine prepared by the Routine Committee and also for distribution of the syllabus among the teachers. Students are provided with details of teaching topics and contents allotted to each teacher of the departments. v. Based on the allotted teaching topic and contents in the syllabus distribution, teachers prepare their "teaching plan in accordance with the number of classes allotted for each topic in the prescribed syllabus by the affiliating university. vi. Different teaching methods like, - traditional chalk and talk method, power point projections, group-discussion, seminar etc. are used for the effective delivery of the curriculum. vii. Tutorial and remedial classes are conducted for the students. viii. Student seminars and sessional tests are also held from time to time for periodic and continuous evaluation of the students. ix. Field trips and projects are also carried out by departments of Education, Anthropology and Non-Major course of Entrepreneurship Development for effective implementation of the prescribed curriculum. x. Interactive sessions are held with students and as well as with parents to discuss the problem areas of the students. xi. Students' satisfactory survey has been conducted through distribution and collection of Questionnaire to outgoing students. Students Feedback Form is prepared by the IQAC regarding teaching and learning and effective curriculum delivery and implementation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
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
Nil	nil	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Anthropology	15
BA	Education	15
BA	Entrepreneurship Development	88
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	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
Feedback for the overall development of the institution is received from the students with the help of 'Students Satisfactory Survey' through distribution and collection of students feedback form. It consists of a set of structured questionnaire framed and approved by the IQAC. The questionnaire is distributed among the students collecting by printed format. Feedback is also collected from the teachers, non teaching staff through different questionnaires with different set of questions. Suggestions provided by them also analysed by the Feedback committee. Grievances (if any) and suggestions by the students can be registered to the Grievances Redressal Cell of the college through the grievance box installed in the college premise.

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	280	350	218
BA	NON -MAJOR	200	222	173
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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
2016	391	0	30	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
30	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)

Mentoring system has been available in the institution. Mentoring of the students is conducted by the faculty of the institution. The departments organise orientation session for the first semester students to acquaint them regarding mentoring system of the respective departments. Every year mentoring is done by the faculty members on academic and career aspects. Academic related, result improvements, dealing with personal issues, mental health, guidance and group discussion etc. Mentoring is also done on an individual basis in some extreme cases when the students are unavailable to express their difficulties in a social manner. The departmental teachers maintain interaction and communication with students through individual meetings and social networking sites. In the mentoring process all the necessary information of the students such as class, roll no, names, address and phone numbers are recorded in the register by the respective teachers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
391	30	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
14	13	1	0	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr. Manashi Gogoi Borgohain	Assistant Professor	Best personalities of India Award from Friendship Forum, New Delhi
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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	26/11/2016	14/02/2017
BA	UG	Semester	25/05/2017	Null

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute has undertaken following reforms: The College has initiated continuous internal evaluation in accordance with norms and guidance of Dibrugarh University, Dibrugarh Assam. Assessments are done on the basis of sessional examination, seminar, group discussion on programme specific topic given by subject teachers by lottery and assignment and practical class performance. Two sessional examinations are held in each semester of B.A programme as internal examination which marks are considered as a part of internal marks and are sent to the university. Internal sessional examination answer sheets are assessed by the concerned subject teachers and are shown the student for further clarification of mistakes. In addition to these,- Question Tests, MCQ Tests, CLASS Tests are also taken by the subjects teachers to evaluate students performance but these tests marks are not added in evaluation of university internal assessments marks.

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

The institution is affiliated to Dibrugarh University. The internal assessment of the students are conducted by all the departments and the students are informed in advance regarding the same through departmental notice boards and also the teachers announces the dates in the classroom. Again the semester examinations are conducted by the affiliating University at the end of the session. The institution informs the students about the examination dates through student notice board, college website and also verbally by the departmental teachers in the classroom.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[http://mis.nlbcitycollege.org.in/uploads/IOAC/agar/2_6_1_\(1\).pdf](http://mis.nlbcitycollege.org.in/uploads/IOAC/agar/2_6_1_(1).pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Major	BA	Anthropology	15	14	93.33
Major	BA	Assamese	25	24	96
Major	BA	Economics	6	5	83.33
Major	BA	Education	21	18	85.71

Major	BA	Political Science	23	12	52.17
Major	BA	Sociology	17	9	52.94
General	BA	BA	121	87	71.90
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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/sss_2016-17.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
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International	NIL	0	0
National	NIL	0	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Anthropology:	2
Assamese	3
Economics	1
Education	13
Sociology	1
English	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	22	0	0
Presented papers	2	13	18	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	Organized by NSS and Women Cell, NLB City College,	5	18

	Dibrugarh in collaboration with AVMMMS, Dibrugarh SAKHA 20th August, 2016		
A programme on importance of "Sanitation and Toilet System"	NSS, NLB City College, Dibrugarh (7th 8th January, 2017 and 5th ,10th , 12th , 18th , 27th February, 2017)	2	30
A Tree Plantation Drive on World Environment Day	NSS, NLB City College, Dibrugarh 5th June, 2017	15	40
International Yoga Day Celebration: A Three Day Yoga Programme	NSS, NLB City College, Dibrugarh 19th June -21st June, 2017	10	45
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	NIL	0	0
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
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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
Sub Health Centre, Dibrugarh	03/04/2017	To provide health service and medical aid.	450
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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
1.74	1.74

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul	Partially	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7601	Nil	Nil	Nil	7601	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
CD & Video	8	Nil	Nil	Nil	8	Nil
Others(s)	2	Nil	Nil	Nil	2	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
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	9	1	2	2	0	1	0	2	0
Added	1	0	0	0	0	0	0	0	0
Total	10	1	2	2	0	1	0	2	0

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

2 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
13.72	13.72	22.73	22.73

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 has well defined polices to maintain and utilize the physical and academic facilities. Infrastructure development works are carried out through the College Development Committee. Laboratory equipments and instruments are utilized under the supervision of the teachers of concerned departments. Resources of library are used through the established rule and procedure whereas record of issue and return of book as well as stock maintenance of books are done through the software. The institution from the inception has been organized annual college week under the guidance and assistance of teacher. Moreover, the students are also participating in different events and competitions organized by the other institutes of the state as well as affiliating university. Classes are managed through class routine and

examinations are conducted as per the schedule notified by the university. Physical maintenance of classroom has been done through the staffs as required for the work.

http://mis.nlbcitycollege.org.in/uploads/IQAC/files/4_4_2_word.docx

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 scholarships	90	0
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	NIL	0	0	0	0
2017	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

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

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	5	Political Science	Political Science	Dibrugarh University	MA
2016	9	Assamese	Assamese	Dibrugarh University	MA
2016	1	Economics	Economics	Dibrugarh University	MA
2016	3	Education	Education	Dibrugarh University	MA

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

Items	Number of students selected/ qualifying
Any Other	0
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0

No file uploaded.

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

Activity	Level	Number of Participants
Inter College Jodo	State	35
Inter College Table Tennis	State	30
Intercollege Chess	State	40

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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
2016	NIL	National	Null	Null	Null	NIL

2016	NIL	International	Nil	Nil	Nil	NIL
2017	NIL	National	Nil	Nil	Nil	NIL
2017	NIL	International	Nil	Nil	Nil	NIL
No file uploaded.						

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

Students representation in academic and administrative bodies/committees of the institution are as---1) Member in IQAC committee.2)Member in Library committee. 3) Member in semester committee.4) Member in Eco club. 5) Member in Gender Sensitization and Sexual Harassment Committee. 6) Member of anti-ragging squad. Besides these, the students organizing, conducting and participates various events like Fresher's Social Annual college week ,Swarswati puja, World Environment Day, Women's day ,Yoga day, Farewell, Teachers day ,etc and in maintain the peace and harmony in the college campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

118

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

20600

5.4.4 – Meetings/activities organized by Alumni Association :

1) 29/5/2016- Alumni meet to discuss on Silver Jubilee celebration in the college. 2) 6/11/2016- Executive Meeting(Alumni) to discuss about college Development. 3)25/6/2017- 5 nos. of Dustbin installed in College Campus.

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)

1. Various Committees and cells formed by the authority of the college to ensure equal representation of all students and teachers. Upon completion of the tenure of a particular committee or cell, new committee or cell formed with inclusion of new persons so that everyone may get opportunity to share and serve. 2. Departments may check out teaching plan and other allied programmes, schedule dates for internal examinations and mood of examination decided by departments own. Suggestions from the students also play a key role when scheduling such plans, programmes and examination dates.

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
Industry Interaction / Collaboration	The process of collaboration with industry is being initiated by the IQAC of the college. In this regard a resolution was adopted in IQAC core committee meeting held on 30/11/2016 at the office of the Principal.
Curriculum Development	Teachers and the Head of the institution attend curriculum related seminars, workshops, symposia etc. and share their knowledge, information and experiences.
Teaching and Learning	Regular classes are taken by the faculty members. Web Content and Social media are also used for sharing academic and other related information.
Examination and Evaluation	Internal Examinations are held in regular mood.
Research and Development	The research Committee in order to encourage and promote research activities among the teachers constantly helps the researchers in an outside the campus in undertaking research activities. Peer reviewed books and journals published from college research cell.
Library, ICT and Physical Infrastructure / Instrumentation	SOUL 2.0 software is installed in the library.
Human Resource Management	Taking into consideration the potentialities of its teaching staff and the college, teachers were appointed in certain committees, such as the semester routine, prospectus committee, admission committee etc. So that they can acquire leadership capability skill in management and gather knowledge organizational behaviour. The teachers and other administrative staff members are encouraged to participate in faculty development programme, workshop, and symposium so as to enable them to enhance their competency.
Admission of Students	Students can apply their admission through offline mood by collecting forms and prospectus form the college.

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

E-governance area	Details
Planning and Development	The college has manual data base system, Library automation has been initiated partially by installing SOUL 2.0 software.

Administration	Greater part of the data is recorded on manual data base system as well as maintained on digital platform. Both electronic and manual attendance system for teachers and employees is recorded. Communication is usually made information's are conveyed through e-mail and Whats App.
Student Admission and Support	Entire process of admission is carried out including deposits of fees through offline mode. Information conveyed to the students through whats App, Bulk SMS and displayed in the college notice board.
Examination	Internal examinations are held offline mode.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NIL	NIL	NIL	0
2017	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)
2016	NIL	NIL	Nil	Nil	Nil	Nil
2017	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
Refresher Course	1	06/03/2017	26/03/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching
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Permanent	Full Time	Permanent	Full Time
13	30	7	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS	GIS	Complete fee waive for students coming from marginalized families. Various types of scholarships and Awards. Book Bank in the Library for poor students.

6.4 – Financial Management and Resource Mobilization

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

The 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	NIL	No	NIL
Administrative	No	NIL	No	NIL

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

1. Association constantly puts on effort to bridge between parents and teachers from time to time. 2. Meetings are conducted to resolve any issues related to students.

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

NIL

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

Use of ICT is encouraged and digital communication is promoted. IQAC has taken initiative for organizing various types of academic and other allied programmes for the benefit of all the stakeholders of the college.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	World Environment Day	05/06/2017	05/06/2017	05/06/2017	150
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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 Mahasweta	08/03/2016	08/03/2017	27	6

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
NA

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	Nil	3	01/12/2016	1	AIDS Awareness Program in the nearby area. Plantation	1. AIDS 2. Environmental Consciousness 3. cultural promotion	55

in nearby area. College Auditorium has been provided to organise programme by local community.

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2017	21/06/2017	47
NCC Day	25/11/2017	25/11/2017	42
Teachers Day	05/09/2017	05/10/2017	240
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. College Canteen was declared as a plastic free zone. 2. Dustbins are installed in every part of the College premises. 3. Posters and Banners are put up in the college Campus carrying messages of environmental awareness. 4. Plantation is done in the college campus. In the college campus medicinal sampling is done. 5. World Environment Day was observed on 05th June, 2016.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

i. The institution believes in undertaking extension activities to build up community and to help the under-privileged category through educational support, legal awareness camps, blood donation camp programme. ii. Cleanliness Activity Awareness Programme, IQAC proposed cleanliness drive in different phases like campus cleaning and beyond campus as a part of the best practice of college also to create awareness among students.

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

http://mis.nlbcitycollege.org.in/uploads/IQAC/aqar/Best_Practices.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 30 faculties and

16 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://mis.nlbcitycollege.org.in/uploads/IQAC/files/7_3_1_.pdf

8.Future Plans of Actions for Next Academic Year

i. To avail ICT more facilities in the college. ii. To upgrade library facilities. iii. To take initiative for organizing national, state and regional seminars and workshops. iv. To organize student's development programme. v. To conduct community development programme.