

Annual Quality Assurance Report (AQAR) of IQAC
Name of institution: N.H. College, Patacharkuchi
Barpeta, Assam
Year of Report: 2015-16

Part - A

1. Details of the Institution

1.1 Name of the Institution

NIRMAL HALOI COLLEGE

1.2 Address Line 1

P.O.- PATACHARKUCHI

Address Line 2

DIST.—BARPETA (ASSAM)

City/Town

PATACHARKUCHI

State

ASSAM

Pin Code

781326

Institution e-mail address

nhcollege.pkc@rediffmail.com

Contact Nos.

03666-264650

Name of the Head of the Institution:

Dr. Bhupesh Sarma

Tel. No. with STD Code:

03666-264650

+919954961242,

Name of the IQAC Co-ordinator:

Jiten Kr. Bhagawati

Mobile:

9435202470

IQAC e-mail address:

iqac_nhc@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ASCOXX12121

1.4 Website address:

www.nhcollege.ac.in

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	65.70	2005	5 Years 2005-10
2	2 nd Cycle	B	2.33	2016	5 Years 2021
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

12-05-2005

1.7 AQAR for the year

2015-16

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i The first AQAR after second cycle assessment.

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Study centre of IDOL, KKHSOU

1.11 Name of the Affiliating University (*for the Colleges*)

Gauhati University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

3

2

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level



- (ii) Themes : 1. Higher Education at The Crossroads and Rural Colleges.
- 2. Departmental Seminar on different topics organised by every department.

2.14 Significant Activities and contributions made by IQAC

1. National Science Day observed – 2016-17
2. Voters’ awareness camp.
3. IT courses done under MSME, GOI.
4. On teachers’ Day
5. Gandhi jayanti Celebration.
6. Sanskrit Divas Observed.
7. NSS Camp at Barsahan Village.
8. NRC Awareness Camp Organised.
9. Voter’s Day Observed.
10. Training programme for office maintenance.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year :

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Orientation for Teachers/Non-Teaching staff for subsequent digitalization of documents. 2. To moderate the college its own website. 3. To launch value added/community development programme. 4. To minimise drop-out rate in this institution. 5. To ensure employability for the students. 6. To activate the placement cell. 	<ol style="list-style-type: none"> 1. Basic computer application courses for teaching and non teaching staff has been organised 2. Website moderated. 3. A committee to select value added courses is formed. 4. Workshop on “Remedies on Dropout Rate” has been organised by IQAC. 5. Job oriented training like Computer Hardware, advance accounting are conducted. 6. Placement cell is activated

7. To have close tie up with feather HS schools.	7. Classes taken by our teachers to up date the students of feather schools.
8. To ensure smooth utilization of funds.	8. A monitoring cell is constituted under IQAC.
9. To organise health awareness programme.	9. One day stroke awareness camp has organised.

** Attach the Academic Calendar of the year as Annexure.*

Plan of Action	Achievements
<u>Long Term Plan</u>	
1. Digitalization in all respect	1. Library digitalization process in progress. 2. E-feed back. 3. Office digitalization started. 4. Bio-matric
2. To produce bread provides in place of bread seekers	1. Self financing vocational courses including. 2. Preparation is on to introduce job oriented course.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- to see for proceeding.

Part - B

Criterion - I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG (Arts)	2	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	2	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	2	0	2	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision of course, updating of regular syllabus etc. are provided

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	5	18	0	6

2.2 No. of permanent faculty with Ph.D.

9

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	0	0	0	0	4	3	4	3

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

6

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	6	2
Presented papers	0	2	
Resource Persons	0	3	3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Nil

2.7 Total No. of actual teaching days

183

during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Double

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 1 0 0

2.10 Average percentage of attendance of students 81

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	320	4	6	36.31	24.56	94.2
0	0	0	0	0	0	0
0	0	0	0	0	0	0

UG (Major) %	UG (General) %
90	85

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning process.:

IQAC plays a catalytic role in the teaching-learning process. Its functions include preparing the Academic Calendar, Teachers' Academic Diary, Scientific Class Routine, Implementing Internal Assessment, Examination Reforms, Extension Education Programme, Organizing Departmental and Inter-Departmental Seminars, Mock Parliament for Improving Students' Speaking Skill, Computer Awareness Programme among students and faculties etc.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0

Faculty exchange programme	5
Staff training conducted by the university	0
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	0
Others	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	0	0	9
Technical Staff	1	0	0	0

Criterion - III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC is the monitoring mechanism of an institution of higher education. Its role is of great importance as it sensitizes those who are involved in teaching, learning and research. Because of this mechanism N.H. College has of late witnessed a research culture among the faculties.

Besides, the following faculties have registered themselves for research at different Indian universities. Sri A C Mazumdar of the Department of Assamese, Mrs. G Goswami of the Department of Education, Mrs. N M Choudhury of the Department of English and Mrs. B Patgiri of the Department of Sanskrit all at Singhania University.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	0	0	2
Outlay in Rs. Lakhs	0	1.3 Lakh	1.5 Lakh	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	2
Non-Peer Review Journals	0	1	2
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0	0	0	0
Minor Projects	2015-16	UGC	1.5	1.3
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
Total			0	

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
ii) Without ISBN No

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

Rs.

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the
Institution

Level	International	National	State	University	College
Number	0	0	0	0	3
Sponsoring agencies					GB

3.12 No. of faculty served as experts, chairpersons or resource persons

5

3.13 No. of collaborations

International 0

National 2

Any other 3

3.14 No. of linkages created during this year

1

3.15 Total budget for research for current year in lakhs :

From Funding agency

0

From Management of University/College

0

Total

0

3.16 No. of
patents
received this
year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
2	0	2	0	2	0	0

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="6"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="2"/>	Any other	<input type="text" value="4"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Training on mat making from locally available resources for students and women in the locality.
2. Plantation drive at Barsahan village near Patacharkuchi by a five day NSS camp.
3. Construction of a new road in Barsahan village.
4. Awareness programme on Increasing Violence against women and Children and our responsibility has been organised.
5. Book released programme has done by different prominent Authors.
6. Health awareness camp specially on STROKE.
7. Training of Knitting and embroidery organised by Women Forum of the college.

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6 acre	0	0	6 acre
Class rooms	8	4	UGC	12
Laboratories	1	0	Development	1
Seminar Halls	1	1	State govt.	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		12	UGC	12

Value of the equipment purchased during the year (Rs. in Lakhs)		12	UGC	24 Lakh
Others		4	Development	6.5 Lakh

4.2 Computerization of administration and library :

To expedite the functions of administration and library, the management, with the support of the UGC and the state government, has taken steps to computerise these two very important bodies of an institution of higher education. As such the inflibnet facility has been installed in the Central Library and the assistants of the administrative block have been trained in software management.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6615	578094	765	18790	7370	596884
Reference Books	4232	937444	324	12350	4556	949994
e-Books	0	0	0	0	0	0
Journals	26	2410	0	0	26	2410
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	7	1500	0	0	7	1500
Others (specify)	15	30934	10	2120	25	33054

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	17	0	1	Wi-fi	1	4	8	
Added	7	1	3	Do	Nil	4	Nil	1
Total	24	1	4		1	8	8	1

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Locally available resource persons were invited to train our faculties, non-teaching staff and students on computer, internet access and technology up gradation. The institution has reaped the benefit of this initiative.

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.40

ii) Campus Infrastructure and facilities	4 Lakh
iii) Equipments	1 Lakh
iv) Others	4 Lakh
Total :	9.40

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Along with teaching-learning and co-curricular activities, IQAC also monitors student support services such as providing power back-up, canteen facilities etc for their all round development.

5.2 Efforts made by the institution for tracking the progression

The college has adopted a number of plans and strategies to sustain the progress made during the last five years. Encouraging the faculties to undertake research, attending seminars, conferences, publications etc the college has tried to track the progression.

5.3 (a) Total

UG	PG	Ph. D.	Others
122	Nil	Nil	4

 Number of students

(b) No.

0

Nil

 dents outside the state

(c) No. of international students

Nil

M

No	%

No	%

 Women _____

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
622	184	156	205	1	1168	632	190	150	245	3	1220

Demand ratio

Dropout % 20

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET

Nil

SET/SLET

Nil

GATE

Nil

CAT

Nil

IAS/IPS etc

Nil

State PSC

Nil

UPSC

Nil

Others

Nil

5.6 Details of student counselling and career guidance

Experts from Guwahati city-based Career and Guidance Organizations were invited to sensitize the BA Final Year students about their choice of career. Students' response were quite encouraging.

No. of students benefitted

5

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

Women Forum of Nirmal Haloi College has done commendable job towards gender sensitizing issue. Programmes like popular talk, seminar and workshop were organized by the Forum.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

2

National level

0

International level

0

No. of students participated in cultural events

3

0

0

State/ University level

National level

International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	22	13000
Financial support from government	270	9,70,000
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _

The Grievance Redressing Cell of N.H.College has been active right from its establishment. It has addressed a number of problems faced by students . For example in view of the greater demands of increasing number of students, the college authority ,on the recommendation of the Cell, has constructed a spacious non resident centre with some other facilities, renovated the bicycle sheds etc

Criterion - VI_

6. Governance, Leadership and Management

6.1 The Vision and Mission of the institution

The Mission of the institution is “Education for the poor disadvantaged and backward with equal opportunities and accessibilities.” The sole mission behind the birth of this institution is to provide quality

education to impart higher education at the least possible cost and to bring higher education to the door step.

6.2 Management Information System

The institution has a management information system which has a very positive role in its development. As such documents and information from UGC, NAAC, State Govt., DHE etc. Are preserved by the administrative block and the documentation centre.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Since the health of an institution depends heavily on the scientifically developed curriculum, N.H.College has always been alert and dynamic in this regard. As such the Academic Committee of the institution, which is entrusted with the task of preparing- a) Academic calendar, b) Teachers' Academic Diary, c) Scientific and Student friendly Class Routine, d) Administering Internal Assessment, to mention a few of the activities.

6.3.2 Teaching and Learning

Closely connected with the curriculum development is the issue of teaching-learning. The faculties have been quite dynamic and exposed to the latest teaching-learning methodologies. They make the classes effective as well as practical. This fact is validated by students' feedback in the concerned section.

6.3.3 Examination and Evaluation

As per recommendation of IQAC 2(two) sessional examinations were conducted centrally at regular intervals. Besides periodic unit tests (which are conducted departmentally), project works were given to the TDC (major) students at the departmental level. This tool is used to assess the students' progress.

6.3.4 Research and Development

Some of the faculties have been engaged in research and development. It is already mentioned in 3.1.

Proposal Submitted Nil

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Central Library has undergone further transformation with the renovation of the Reading Room and purchase of reference books, textbooks, journals etc.

However, so far as ICT is concerned , the progress is not very encouraging.

During 2011-12 the college underwent noticeable development in terms of physical infrastructure .

6.3.6 Human Resource Management

The college authority is always keen about the development of its faculty, students and non-teaching staff. To this end the authority has launched a number of programmes – computer awareness programme, gender sensitization programme, communication skills development, sports programme etc.

6.3.7 Faculty and Staff recruitment

Five faculties were recruited in different departments on contractual basis.

6.3.8 Industry Interaction / Collaboration Does not arise.

6.3.9 Admission of Students

As per guideline of Gauhati University and AHSEC, the Principal constitutes an admission committee to look into the admission related matters. The college encourages a transparent admission procedure. Lists of eligible candidates are displayed on the notice board well ahead of date of admission. Selection of candidates is purely based on merit.

6.4 Welfare schemes for

Teaching	Staff Mutual Fund
Non teaching	Staff Mutual Fund
Students	Students Welfare Fund

6.5 Total corpus fund generated

3.5 lac

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GU	Yes	Principal
Administrative	Yes	DHE	Yes	GB

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The colleges are not directly involved in the decision-making process in connection with the syllabus, examination reforms etc.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Does not arise.

6.11 Activities and support from the Alumni Association

The Alumni Association of the college has extended help to overall development of the college. For example it has donated adequate number of water filters, furniture, books etc during 2015-16.

6.12 Activities and support from the Parent – Teacher Association

Parent-teacher interactive sessions have been a regular feature. As such parent-teacher association meets twice in every six months to discuss academic matters.

6.13 Development programmes for support staff

To keep everyone equipped with the latest technological advances, the college authority regularly organizes orientation programmes including computer awareness programme.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The institution has always emphasized an eco-friendly environment. As such initiatives like plantation, white board, dustbin, earth-filling, cleanliness are regularly practised.

Criterion - VII_

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. The process of admission has been shifted from “First come first serve” to merit list basis which attracts bright students to the institution.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- NH College fraternity has been alert to the problem of environmental degradation.
- Under the sponsorship of the Ministry of National Environment and Forest Management and the aegis of Assam Science Society, Patacharkuchi Branch, every year a day long awareness programme in the neighbouring villages is organized.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

The college authority is well aware of the deficiencies and difficulties and the changing trends and challenges in the sphere of higher education. Therefore attempts are on to provide the minimum requirements to students and make them resourceful and employable. Construction of separate hostels for boys and girls is an urgent need to be fulfilled in the coming years. Steps are taken to introduce need based courses and computer education and other relevant subjects commerce, Mathematics, Geography, Women's Studies, Translation Studies, in near future. Further, the college also plans to offer sufficient infrastructure facility in the departments.

Name : Mr. Jiten Kumar Bhagawati

Name : Dr. Bhupesh Sarma

*Signature of the Coordinator, IQAC
N.H. College, Patacharkuchi*

*Signature of the Chairperson, IQAC
N.H. College, Patacharkuchi*