



Yearly Status Report - 2017-2018

Part A

Data of the Institution

| | | |
|---|--|---|
| 1. Name of the Institution | | NIRMAL HALOI COLLEGE |
| Name of the head of the Institution | | BHUPESH SARMA |
| Designation | | Principal |
| Does the Institution function from own campus | | Yes |
| Phone no/Alternate Phone no. | | 03666-264650 |
| Mobile no. | | 9954961242 |
| Registered Email | | nhcollege.pkc@rediffmail.com |
| Alternate Email | | principalthcollege@gmail.com |
| Address | | Town: Patacharkuchi Dist: Barpeta (Assam), PIN: 781326 |
| City/Town | | Patacharkuchi |
| State/UT | | Assam |
| Pincode | | 781326 |

| | |
|--|------------------------------|
| 2. Institutional Status | |
| Affiliated / Constituent | Affiliated |
| Type of Institution | Co-education |
| Location | Semi-urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | Dr. Manikanta Das |
| Phone no/Alternate Phone no. | 03666264650 |
| Mobile no. | 8812837880 |
| Registered Email | iqac_nhc@rediffmail.com |
| Alternate Email | principalnhcollege@gmail.com |

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|--|---|
| 3. Website Address | |
| Web-link of the AQAR: (Previous Academic Year) | http://www.nhcollege.ac.in/admin/files/2016-17.pdf |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://www.nhcollege.ac.in/admin/files/2017-18.pdf |

| 5. Accreditation Details | | | | | |
|---------------------------------|-------|------|-----------------------|-------------|-------------|
| Cycle | Grade | CGPA | Year of Accreditation | Validity | |
| | | | | Period From | Period To |
| 2 | B | 2.33 | 2016 | 01-Dec-2016 | 01-Dec-2021 |

| | |
|---|-------------|
| 6. Date of Establishment of IQAC | 12-May-2005 |
|---|-------------|

| |
|---|
| 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 |
| | | |

| | | |
|---|------------------|-----|
| Departmental seminars held by all the departments | 05-Sep-2017 1 | 700 |
| Motivational programme | 12-Feb-2018 1 | 231 |
| Celebration of International Yoga Day | 21-Jun-2018 1 | 160 |
| Academic audit of the last academic session. | 09-Aug-2017 1 | 40 |
| Awareness programme for green campus clean campus | 14-Aug-2017 1 | 150 |
| Inauguration ceremony of Introduction of the commerce stream in the college | 17-Aug-2017 1 | 250 |
| Proposal to establish medicinal and aromatic plant garden | 27-Sep-2017 1 | 25 |
| Seminar on achieving the target of hundred percent success in the final examination | 03-Oct-2017 2 | 300 |
| Lecture cum interactive programme for job opportunities | 30-Oct-2017 1 | 450 |
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8. Provide the list of Special Status conferred 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 |
|--|--|----------------|-----------------------------|---------|
| Nirmal Haloi College | Infrastructure Development Grant to Colleges | State Govt. | 2017 365 | 5000000 |
| Nirmal Haloi College | Reimbursement of fees | State Govt. | 2017 365 | 1680000 |
| Dr. Kamal Thakuria & Mrs. Kalyani Devi | MRP | UGC | 2017 180 | 70000 |
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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| | |
|--|-----------------------|
| 10. Number of IQAC meetings held during the year : | 5 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | No |
| Upload the minutes of meeting and action taken report | No Files Uploaded !!! |
| 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) |
| Proposal prepared and submitted to establish medicinal and aromatic plant garden. |
| Motivational programme for students regarding job opportunities. |
| . Academic audit carried out of the last academic session. |
| . Proposal submitted to affiliating university through the Principal for introduction of Commerce stream. |
| Renovation of classroom. |

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

| Plan of Action | Achievements/Outcomes |
|---|--|
| To undertake Academic audit of each Department. | IQAC with the help of external expert carries out academic audit |
| To have Green audit of the college campus | To create more green areas medicinal and aromatic plant garden is initiated with the help of Social Forestry Department, GOVT. OF Assam. |
| To achieve the goal of 100% pas percentage in all subjects and papers in all semesters. | The goal has already been achieved in case of 6th semester major but yet to achieve in general course and other semesters. Motivational programme arranged to motivate the students and teachers towards the goal. |
| To minimize dropout rate in this institution | Workshop to find out the root cause of dropout is arranged like last year |
| To conduct remedial classes for B.A. & B.Com students. | On the basis of examination result , average and below average students are |

| | |
|---|---|
| | detected and they are called for remedial classes. |
| To organize skill development programme for passed out and final year students. | Two programs of skill development organized with the help of resource persons from outside. |
| To encourage faculty to undertake research. | The institution has a research advisory body to encourage and guide faculty members. A research centre has also been established for the purpose. |
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| To propose the authority to make the office paperless. | Initiatives taken for the purpose and expected to achieve shortly |
| To ensure employ ability for the students | Placement cell is working for the purpose. |
| To ensure smooth utilization of fund | All types of fund utilized transparently with proper consultation with teachers, students and employees. |
| To work for more enrollment in the newly introduced B.Com course. | Wide publicity and motivation done. |
| To lunch value added community development programme. | Certificate in Advanced Accounting , and certificate in Creative Writing introduced. |
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| | |
|--|-----|
| 14. Whether AQAR was placed before statutory body ? | Yes |
|--|-----|

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| Governing Body | 27-Jul-2018 |

| | |
|--|-----|
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | Yes |
|--|-----|

| | |
|---------------|-------------|
| Date of Visit | 08-Nov-2018 |
|---------------|-------------|

| | |
|---|-----|
| 16. Whether institutional data submitted to AISHE: | Yes |
|---|-----|

| | |
|--------------------|------|
| Year of Submission | 2018 |
|--------------------|------|

| | |
|--------------------|-------------|
| Date of Submission | 17-Mar-2018 |
|--------------------|-------------|

| | |
|--|-----|
| 17. Does the Institution have Management Information System ? | Yes |
|--|-----|

| | |
|---|--|
| <p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p> | <p>The institution updates itself with the development of technology. Different modules of software are being used to preserve all data and run day to day activities. College automation was used earlier. Presently admission software (Module CMS) is being used for all data regarding students for maintaining accounts of the institution is installed and now partially operational. For attendance of employees another software is used relating to punching machine. The college also uses students feedback software which is open to all students. Students have to put feedback in each semester as mandatory. All the data of students are entered in the admission software at the time of submission of forms. After admission a new data base of all the students is automatically generated.</p> |
|---|--|

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution has an active mechanism for well planned curriculum delivery in which the Vice Principal, the HoDs of the departments and all the teachers are channelized through the mechanism of IQAC. As the IQAC is the core body for quality enhancement of the institution. It works as co-ordinating agency among the departments and in between the authority and teaching community. The institution uses its own mechanism for curriculum delivery as relevant to the local issues. Sufficient teachers are engaged besides permanent sanctioned posts for teaching mechanism. There is an academic council comprising all the HODs. An academic committee works as core committee for all academic activities. A senior teacher has been appointed as academic in-charge to monitor the academic activities. All the teachers are required to submit teaching plan before commencement of session. A documentation committee is engaged for all for preserving documents. The institution uses office automation software for the purpose of documentation. IQAC prepares all the documents to be preserved. Weekly records of classes taken and not taken are submitted to IQAC. The institution follows the directive of affiliating University. The class routine is scientifically planned and number of classes in its discipline is allotted as per credit point. The affiliating University prepared curriculum and the institution implements the same. Each department is provided facilities for documentation of the departments. Each department maintains merit register where the actual academic scenario is picturised. The college maintains all records regarding examinations and results. The institution provides courses of BA Major and General. The curriculum as prepared by the affiliating University is bound to this affiliated institution. Tutorial classes are done by all the departments in each semester. The institution abides by semester system of examinations of the affiliating university. The institution provides facilities for inter disciplinarians

classes specially for Environmental Studies. Teachers from other departments take classes. This is very effective method for well maintenance of teacher-student relationship. The institution encourages lecture by guest faculty. Teachers from nearby colleges and Universities and from the affiliated university are invited for taking classes in selected departments. Weekly departmental seminars are organised among the students of the particular departments for Major courses.

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 |
|-----------------------------------|-----------------|-----------------------|----------|--|-------------------|
| Certificate in Advance Accounting | | 08/08/2017 | 30 | Self employee | Skill Development |
| Certificate in Creative Writing | | 19/09/2017 | 180 | Self employee | Skill Development |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---------------------------|--------------------------|-----------------------|
| BCom | General and Major | 17/08/2017 |
| View File | | |

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 |
|---|--------------------------|---|
| No Data Entered/Not Applicable !!! | | |

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 15 | 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 |
|-----------------------------------|----------------------|-----------------------------|
| Diploma in Advance Accounting | 02/08/2017 | 7 |
| Certificate in Advance Accounting | 02/08/2017 | 9 |
| Diploma in Creative Writing | 02/08/2017 | 4 |
| View File | | |

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 | History | 10 |

| | | |
|---------------------------|------------|----|
| BA | Education | 40 |
| BA | Philosophy | 25 |
| BA | Assamese | 60 |
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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 | Yes |
| Parents | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

| |
|--|
| Feedback Obtained |
| <p>The institution implements sound feedback system. The feedback system is divided into 5 categories students, teachers, employers, alumni and parents. For the students the institution adopts online feedback system. One set of CPU remains open on all working days. A special cell is prepared with one CPU where online feedback software is installed. The cell is placed just by the Central Library of the college. It is made mandatory for all students to give their feedback at least before submission of examination forms. For the other categories the institution has printed papers with appropriate questionnaires. These are distributed among the teachers, employers, alumni and parents. The printed format of questionnaire is also made available on the college website. All these feedback records are evaluated by some external experts. The experts show the green and grey areas resulting out the feedback records. The college authority takes initiative in the whole process. The green areas are openly appreciated so as to inspire for further development. Regarding grey areas the authority works in two ways the strict order and orientation. If the cause of the grey areas is found negligence, strict action is taken and if cause id ignorance orientation programme is organised with the help of external expert.</p> |

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 | Assamese Major | 60 | 95 | 60 |
| BA | Economics Major | 30 | 25 | 18 |
| BA | Education Major | 40 | 80 | 40 |
| BA | English Major | 35 | 45 | 35 |
| BA | History Major | 30 | 20 | 17 |
| BA | Philosophy Major | 30 | 42 | 30 |
| BA | Political Science Major | 40 | 58 | 40 |

| | | | | |
|---------------------------|-------------------|-----|-----|-----|
| BA | Sanskrit Major | 30 | 30 | 30 |
| BA | General | 300 | 495 | 370 |
| BCom | Major and General | 120 | 44 | 44 |
| View File | | | | |

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2017 | 1460 | 0 | 22 | 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 |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 22 | 4 | 12 | 2 | 0 | 0 |

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

The institution is coeducational which implies that both gender should step forward equally in each step of social as well as personal life. A student mentoring in the institution goes in the field of academics, co curricular, extra curricular and socially relevant issues. Mentors are from among the teaching faculty and from the senior batches of students. Teaching faculty in respect of mentoring works in two ways – academic and co curricular. Academic up liftment depends upon the mentoring by teaching faculty. At the same time teaching community is socially committed that result in proper mentoring of the new generation. Social commitment, the sense of which belongs to the committed one. Students are given free atmosphere to exchange their huge under the umbrella of mentors. The mentors need to work on gender equalization as the institute is coeducational. The means of academic mentoring is basically traditional with the addition of ICT (Information Communication Technology). Another basic factor in students mentoring is N. H. College students union. Through this body students are made equipped with administration and system of democracy. The college authority guides the whole process performing the union as per Lyngdoh Commission's report and the judgment of Supreme Court of India. The students' body learns disciplines and acquires the sense of belongingness from their predecessors and guides the juniors to follow up so as to maintain proper discipline. The institution has the wing of NSS (National Service Scheme) through which sense of commitment to society is mentored jointly by authority and senior students. The sense of selflessness is imparted to the students through some NGO like Red Ribbon Club. This monitoring inspires students to help others. Students are inspired to donate their blood annually to the blood bank which is meant for the needy patients. The institution follows a chain system of mentoring from the highest authority to the core point – to students. These chain system of mentoring works in formulating sound moral character. The change of selflessness is inculcated among the students to form sound moral character. The mentors inspire the students to involve themselves to stand for needy people. In case of naturally calamities like flood, storm, earthquake etc.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 1460 | 22 | 1 : 67 |

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 |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 23 | 22 | 1 | 0 | 11 |

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 |
|---------------------------|---|---------------------|--|
| 2017 | Dr. Binima Patgiri | Assistant Professor | Ph.D. |
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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 | 2 | 18/05/2018 | 23/08/2018 |
| BA | UG | 4 | 31/05/2018 | 21/08/2018 |
| BA | UG | 6 | 19/05/2018 | 05/07/2018 |
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution has undertaken some reformative actions following the guidelines of affiliating University regarding internal evaluation. The initiatives taken for reforms are as follows:- Internal evaluation is part of final examination hence it is taken seriously and done with utmost sincerity. Gauhati University has introduced semester system of examination and the basic tenet of semester system is continuous evaluation of learners. A few unit tests are taken in the various classes semester wise to help students to express their knowledge. Internal semester wise sessional examinations are held as per schedule of college as published in the academic calendar. This is important from the point of enhancing merit of the students. Seminars of various departments are organized inviting senior teachers from neighbouring colleges. Special topics relating to subject matters are highlighted for the benefit of the students. The invited resource persons throw light on the specific topic. Proper knowledge of students can be measured through such programs. Sometimes, the institution organizes workshops among the student community on a fixed matter. These workshops are helpful for them to acquaint with the real world so that they are capable of doing something for running future life at an ease. Group discussion on a specific subject matter is also organized among the students under supervision of teachers. This type of discussion is highly important for upliftment of students' career. Students' attendance in minimum 75 class is made mandatory which is necessary to evaluate students academic achievement. The scripts of sessional examination are shown to the students so that they can rectify their mistakes and develop themselves for the final examination.

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

Academic calendar including regular classes, internal and external examinations, holidays and other related matters have been prepared and uploaded in college website.

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://www.nhcollege.ac.in/admin/files/2018.pdf>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| UG | BA | ASSAMESE MAJOR | 73 | 64 | 87.67 |
| UG | BA | ECONOMICS MAJOR | 4 | 4 | 100 |
| UG | BA | EDUCATION MAJOR | 45 | 44 | 97.7 |
| UG | BA | ENGLISH MAJOR | 15 | 15 | 100 |
| UG | BA | HISTORY MAJOR | 4 | 4 | 100 |
| UG | BA | PHILOSOPHY MAJOR | 15 | 13 | 86.6 |
| UG | BA | POLITICAL SCIENCE MAJOR | 19 | 19 | 100 |
| UG | BA | SANSKRIT MAJOR | 12 | 11 | 91.6 |
| UG | BA | GENERAL | 126 | 92 | 70.0 |

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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://www.nhcollege.ac.in/admin/files/Findings.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 |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Minor Projects | 2 | UGC | 3.2 | 0.7 |

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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 |
|---|---------------------|------------|
| NEW EDUCATION POLICY | EDUCATION | 05/09/2017 |
| DEMONETIZATION AND FUTURE OF INDIAN ECONOMY | ECONOMICS, COMMERCE | 03/10/2017 |
| THE HISTORY OF ASSAMESE LITERATURE | ASSAMESE | 14/02/2018 |
| THE PHILOSOPHY OF THE GITA | PHILOSOPHY | 05/03/2018 |

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 |
|---|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

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 |
|---|------|--------------|----------------------|--------------------|----------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 00 | 00 | 00 |

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

| Name of the Department | Number of PhD's Awarded |
|---|-------------------------|
| No Data Entered/Not Applicable !!! | |

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) |
|---|------------|-----------------------|--------------------------------|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

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 |
|---|-----------------------|
| No Data Entered/Not Applicable !!! | |
| No file uploaded. | |

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 |
|---|----------------|------------------|---------------------|----------------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |

No file uploaded.

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 |
|---|----------------|------------------|---------------------|---------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 1 | 4 | 6 | 8 |
| Presented papers | 1 | 4 | 0 | 0 |
| Resource persons | 0 | 1 | 3 | 9 |

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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 |
|--|--|--|--|
| Awareness camp among women | Women Forum, N.H.College | 5 | 44 |
| Advance Information Programme | Dakshin Bajali H.S.School | 6 | 80 |
| Academic upliftment Programme | Patacharkuchi Vidyapith H.S. School | 4 | 92 |
| Health Camp in adopted village | Village Development Committee, Barsahan | 5 | 46 |
| Swaccha Bharat Abhiyan in Patacharkuchi town | N.H.College Students Union | 10 | 84 |
| Voters Awareness Camp | S.D.O (civil), Bajali | 4 | 200 |
| Aid to flood affected people | NHCSU NHCTA | 6 | 20 |
| Career Counselling Programme | IQAC, N.H.College | 8 | 160 |
| Awareness Camp on Stroke | Bajali Journalists association | 15 | 240 |
| School Evaluation Programme | SSA, Assam | 13 | 0 |

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|----------------------------------|------------------------------|
| Drama | 2 | Guwahati University | 40 |
| Music | 3 | Guwahati University | 3 |
| Debate | 4 | Inter College Debate Competition | 8 |

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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 |
|-----------------------------|---|---|--|--|
| Swaccha Bharat | NSS, N.H.College | Cleaning work in the adopted village Barsahan | 8 | 64 |
| Green college clean college | NHCSU, NHCTA | Plantation | 10 | 52 |

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3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|-----------------------|-------------|-----------------------------|----------|
| Educational excursion | 52 | Govt. of Assam | 2 |
| Field survey | 74 | N.H.College | 1 |

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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 |
|------------------------------|------------------------|---|---------------|-------------|-------------|
| Vocational Training | Training on networking | M.S.M.E, Govt. of India | 02/09/2017 | 03/03/2018 | 168 |
| Academic | Advance teaching | Dakshin Bajali H.S.School | 07/09/2017 | 01/11/2017 | 30 |
| GuwAcademica hati University | Advance teaching | Patacharkuchi Vidyapitu H.S.School | 20/09/2017 | 14/11/2017 | 44 |

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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 |
|---|--------------------|--------------------|---|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

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 |
|--|--|
| 88 | 38 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---|-------------------------|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Seminar halls with ICT facilities | Newly Added |
| Value of the equipment purchased during the year (rs. in lakhs) | Newly Added |
| Classrooms with Wi-Fi OR LAN | Newly Added |
| Others | Newly Added |

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 | College 1.2 | 2019 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---------------------------|----------|--------|-------------|--------|-------|---------|
| | | | | | | |
| Text Books | 5338 | 746401 | 275 | 50308 | 5613 | 796709 |
| Reference Books | 8252 | 848473 | 400 | 182814 | 8652 | 1031287 |
| Journals | 10 | 22020 | 10 | 11160 | 20 | 33180 |
| Others (specify) | 1 | 78800 | 0 | 0 | 1 | 78800 |
| View File | | | | | | |

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 | Date of launching e- |
|---------------------|--------------------|--------------------------|----------------------|
|---------------------|--------------------|--------------------------|----------------------|

| | | | |
|---|--|--------------|---------|
| | | is developed | content |
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MGBPS) | Others |
|--------------|-----------------|--------------|----------|------------------|------------------|----------|-------------|-----------------------------|----------|
| Existing | 30 | 1 | 6 | 3 | 17 | 5 | 8 | 8 | 0 |
| Added | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 32 | 1 | 6 | 3 | 17 | 5 | 8 | 8 | 0 |

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

| |
|--------------|
| 8 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 |
|--|--|
| No Data Entered/Not Applicable !!! | |

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 |
|--|--|--|--|
| 16 | 15.6 | 12 | 12.2 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

| |
|---|
| <p>The College has two laboratories : 1. Laboratory for the department of Education and 2. Computer Lab. Necessary facilities in both labs are made available from the college fund. For library Govt. of Assam provides book grants by which Library facilities are made available for the readers. For other infrastructural asset the resource mobilized from students' fee is utilized. Sports facilities are made available from the fees collected from students annually. Maintenance of classrooms are made from development fund of the college.</p> <p style="text-align: center;">www.nhcollege.ac.in</p> |
|---|

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 | Poor Students Aid | 12 | 28500 |

| | | | |
|---|--------------------------------|---|---|
| Financial Support from Other Sources | | | |
| a) National | Ishan Udaya, SC/ST Scholarship | 0 | 0 |
| b) International | NA | 0 | 0 |
| View File | | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|----------------------------------|
| Remedial Coaching | 03/07/2017 | 142 | N.H.College Teachers Association |
| Yoga | 03/10/2017 | 76 | Art of Living |
| View File | | | |

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 |
|---------------------------|--------------------|--|--|--|---------------------------|
| 2017 | Career Counselling | 0 | 41 | 11 | 7 |
| View File | | | | | |

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 |
|---------------------------|--------------------------------|---|
| 13 | 11 | 2 |

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 |
| NA | | | | | |
| No file uploaded. | | | | | |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2017 | 9 | BA | Assamese | GU, Cotton University | MA |

| | | | | | |
|---------------------------|----|----|-------------------|---|----|
| 2017 | 14 | BA | Education | GU, Kumar Bhaske Verma Sanskrit and Ancient Studies University | MA |
| 2017 | 1 | BA | Economics | Cotton University | MA |
| 2017 | 11 | BA | English | GU, Tezpur University, Bodoland University | MA |
| 2017 | 7 | BA | Philosophy | GU, Kumar Bhaskar Verma Sanskrit and Ancient Studies University | MA |
| 2017 | 8 | BA | Political science | GU, Kumar Bhaskar Verma Sanskrit and Ancient Studies University | MA |
| 2017 | 7 | BA | Sanskrit | GU, Kumar Bhaskar Verma Sanskrit and Ancient Studies University | MA |
| View File | | | | | |

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 | 3 |
| View File | |

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

| Activity | Level | Number of Participants |
|-----------------|---------------|------------------------|
| Atheletics | Institutional | 44 |
| Cricket | Institutional | 88 |
| Gymnastics | Institutional | 18 |
| Football | Institutional | 60 |
| Martial Art | Institutional | 28 |
| Drama | Institutional | 36 |
| Songs and Music | Institutional | 94 |

| | | |
|-------------------------------|---------------|----|
| Dance | Institutional | 16 |
| Volleyball | Institutional | 42 |
| Kabadi | Institutional | 70 |
| Badminton | Institutional | 64 |
| Tennis | Institutional | 12 |
| Literary Competition | Institutional | 84 |
| Debate, Extempore Speech etc. | Institutional | 65 |
| Debate Competition | Inter College | 18 |
| View File | | |

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|-------------------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2017 | NA | National | 0 | 0 | 0 | NA |
| No file uploaded. | | | | | | |

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

N.H. College Students Union plays unavoidable role in different committees of the institution. Students' body has representation in IQAC, anti ragging squad and campus development committees. The most important and praiseworthy role of the students' body is to implement the policy "Clean Campus Green Campus". They voluntarily work to make the campus clean, plastic free and noise free. In order to make Eco friendly campus they frequently take the activity of plantation within the campus. Presently the students' body has its representation in the Project Monitoring Unit as per RUSA guideline. The students' body is so active that it takes role in helping flood affected people of the locality.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution has an alumni association with more than 400 members. The association was formed in 2004 with a view to help the institution to grow in proper direction. The college authority has provided an office room with all facilities possible for the institution. Since formation the association has been working for the development of the institution in all direction. The alumni association plays important role in making policies for further development of the institution. The association has already contributed to the library of the college by donating equipments. The association holds frequent meetings among the members and also with the college authority. Annual convention is held regularly in consultation with the authority. Presently Sri Hemanta Kr. Roy and Sri Mahananda Nath are president and secretary of the association respectively.

5.4.2 – No. of enrolled Alumni:

412

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

28000

5.4.4 – Meetings/activities organized by Alumni Association :

5

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)

Decentralization and participative management is considered as key factors for institutional development. The two best practices practiced by the institution are as follows: 1. Decentralization in academics: In academic field decentralization of power is actualized through the academic council of the college under the leadership of Academic Incharge who is responsible for all academic activities. All the HoDs and secretary and president of teachers' association are members of academic council. The academic council monitors the academic aspect of the college. The council in consultation with the Principal determines the policy for admission, prepares routine for classes and works for better academic environment. The schedule of sessional examination and unit tests is also prepared by the council. The academic council has a small committee within itself known as Academic Committee. This academic committee works continuously and constantly for preparation of prospectus, formulation of proposals for seminar and other academic activities. This is like the core committee for academic council. All fundamental academic policies first formulated by academic committee come through the academic council to the Governing Body of the college. The Governing Body prepares ways to work out for achievement of highest academic goal on the basis of the proposals of academic council. There is a permanent examination committee with three senior teachers to look after all examination related matters. The committee deals with all problems arising out of examination related affairs. If and when necessary the committee also takes up matters even with the affiliating university. 2. The IQAC of the college is active and always tries to lead the institution in proper direction. The IQAC has as its member teachers, students, office employee, alumni, guardians and other stake holders. The college has also formed Project Monitoring Unit as per guidelines of RUSA with members from teachers, employees and students. The college has different committees like Grievance Redressing cell, Anti ragging Squad, committee against Sexual Harassment of Women in work place, Students' Union. The institute thus involves all teachers, employees, students' representative, alumni, guardian and other stake holders in the management of the institution.

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

Yes

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 |
|----------------------------|---|
| Examination and Evaluation | The institution follows the method of Continuous evaluation of students. Unit Tests, Sessional Examinations, Home Assignment, Project work are the ways for continuous evaluation. The final examination is held as per schedule of |

affiliating university. The schedule for sessional examination is pre determined and published in the prospectus as part of academic calendar. Students get the information of examination schedule before admission when they collect prospectus

Research and Development

The institution encourages research activities. A research advisory board continuously works for development in research. Faculties are encouraged for undertaking research projects funded by different agencies. The college establishes a research centre named Sri Sri Harideva Reserach Centre for contemporary thought. Students' research activity is encouraged through the project works guided by the faculties.

Library, ICT and Physical Infrastructure / Instrumentation

The institution takes care of library as a means for quality improvement. Students rush during working days in the library is really admirable. The central library of the institution does not have huge stock but most of the necessary text and reference books are available. The library has a book bank to help poor and needy students. The library is not fully digitalized. The process is on and we expect digital library very shortly. The institution also has a computer laboratory where internet facilities can be availed by the students. The laboratory in the department of education full fills all necessary conditions with modern equipment.

Admission of Students

The institution has clear and transparent admission policy. The college authority publishes admission notice in news paper and uploaded in the college website. Admission of students is done purely on merit basis. All Govt. rules regarding reservation of seats are followed in case of admission of students. The college also reserves some seats for the applicants having good performance in sports, culture and other extracurricular activities. The principal constitutes an admission committee to look after the whole process of admission. The committee publishes the list of selected candidates using admission software well ahead of admission. Dates of admission as fixed by the admission committee are strictly followed.

| | |
|------------------------|---|
| Curriculum Development | The institution follows the curriculum of affiliating university. |
| Teaching and Learning | The institution has an Internal Quality Assurance Cell that works for quality improvement. The institution adopts following means for quality improvement. The institution provides audio visual aids in classroom. Green boards are used in all classrooms to make environment ecofriendly. For non interrupted supply of power digital generator has been installed. Attendance of students in classes is made Mandatory. E feedback system has been introduced which makes teaching and learning more effective. Regular classroom seminar is held in all classes. Sufficient equipments are made available in the laboratory of Education department. Computer laboratory is made open to all students. |

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

| E-governance area | Details |
|-------------------------------|--|
| Planning and Development | The institution has a planning board with senior faculties and administrative staff. The planning board on the basis of mission and vision of the institution plans for development. All the records of planning and development are preserved in two ways manual and digital |
| Administration | The administration is yet to be called purely e governance. The authority makes all communications with students through bulk sms. The administration uses different software for maintaining data and financial transaction record. Online feedback given by the students helps administration to run the institution |
| Finance and Accounts | The Principal is the only authorized person for financial transaction authorized by the Government. Transaction in case of salary of staff is done online. Finance and accounts records are maintained manually as well as digitally. All accounts and transaction records are preserved through updated software. The authority maintains transparency for all activities in the field of finance.. |
| Student Admission and Support | Students admission software has been installed to create data base. The |

| | |
|-------------|--|
| | <p>software used for admission transparently provides the serial list of applicants on the basis of merit. Regarding support system students avails scholarship facilities for which applications are submitted online. The names of applicants appear in the college portal for scholarship and the authority has to approve them to avail scholarship.</p> |
| Examination | <p>Online examination system is not introduced by the affiliating university. But all other works like submission of applications, uploading marks of sessional examinations has to be done online. Thus e governance pervades examination also.</p> |

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 |
|---|-----------------|--|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---------------------------|---|---|------------|------------|---|---|
| 2018 | Motivati onal programme | Motivati onal programme | 25/01/2018 | 25/01/2018 | 22 | 13 |
| 2018 | Seminar on achieving the target of hundred percent success in the final examination | Seminar on achieving the target of hundred percent success in the final examination | 02/05/2018 | 02/05/2018 | 18 | 7 |
| View File | | | | | | |

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 | Number of teachers who attended | From Date | To date | Duration |
|---------------------------|---------------------------------|-----------|---------|----------|
|---------------------------|---------------------------------|-----------|---------|----------|

| | | | | |
|---------------------------|---|------------|------------|----|
| development programme | | | | |
| Short Term Course | 5 | 29/12/2017 | 05/01/2018 | 8 |
| Refresher Course | 3 | 01/11/2017 | 22/11/2017 | 21 |
| Orientation Course | 2 | 15/02/2018 | 14/03/2018 | 28 |
| View File | | | | |

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 1 | 1 | 1 | 1 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---------------|--------------------|--------------------|
| WiFi facility | Uniform to Gateman | Students Insurance |

6.4 – Financial Management and Resource Mobilization

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

Financial audit of the institution is done regularly. Internal auditors are appointed by the Governing Body of the college for one financial year. Presently financial audit is done in two ways by the Chartered Accountant and by the Govt. Auditors. Scheme wise audit is done by the Chartered Accountant Under a registered firm. Govt. auditors are appointed by the Director of Local Audit after every two years.

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 |
|--|-------------------------------|---------|
| No Data Entered/Not Applicable !!! | | |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| |
|-----------|
| 400000.00 |
|-----------|

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 | Yes | Guwahati | Yes | |
| Administrative | | | | |

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

1. Annual meet of parent teacher held successfully. 2. The front side boundary wall of the college campus is constructed by donation from parent and teachers. 3. Parent teacher association guide the institution by nominating five members to the Governing Body.

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

1. Uniform has been given to the Gate man. 2. GIS facility is given to support staff. 3. A training programme on the duty of support staff is organised.

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

1. New website launched. 2. Introduction of B.Com courses. 3. Purchase of books and furniture for library.

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 | Yes |

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 | Academic Audit of last session | 09/08/2017 | 09/08/2017 | 09/08/2017 | 40 |
| 2017 | Awareness programme for Green Campus Clean Campus | 14/08/2017 | 14/08/2017 | 14/08/2017 | 150 |
| 2017 | Inauguration Ceremony of introduction of Commerce stream | 17/08/2017 | 17/08/2017 | 17/08/2017 | 250 |
| 2017 | Departmental Seminars held by all the departments | 05/09/2017 | 05/09/2017 | 05/09/2017 | 700 |
| 2017 | Proposal to establish medicinal and aromatic plant garden | 27/09/2017 | 27/09/2017 | 27/09/2017 | 25 |
| 2017 | Seminar on achieving the target of 100 percent success in final examination. | 03/10/2017 | 03/10/2017 | 04/10/2017 | 300 |
| 2017 | Culture sum interactive programme for job oppo | 30/10/2017 | 30/10/2017 | 30/10/2017 | 450 |

| | | | | | |
|---------------------------|---------------------------------------|------------|------------|------------|-----|
| | rtunities | | | | |
| 2018 | Motivational programme | 12/02/2018 | 12/02/2018 | 12/02/2018 | 231 |
| 2018 | Celebration of International Yoga Day | 21/06/2018 | 21/06/2018 | 21/06/2018 | 160 |
| View File | | | | | |

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 |
| Popular speech | 23/01/2018 | 23/01/2018 | 82 | 57 |

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 |
| No Data Entered/Not Applicable !!! |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-------------------------|--------|-------------------------|
| Physical facilities | Yes | 4 |
| Rest Rooms | Yes | 7 |
| Scribes for examination | Yes | 1 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|---------------------|---------------------|--|
| 2017 | 2 | 2 | 25/09/2017 | 2 | Disaster management | Post Flood Problems | 132 |
| 2018 | 1 | 1 | 06/03/2018 | 1 | Pollution | Use of Plastic | 167 |

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

| Title | Date of publication | Follow up(max 100 words) |
|---|---------------------|--------------------------|
| No Data Entered/Not Applicable !!! | | |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|----------------|---------------|-------------|------------------------|
| celebration of | 05/09/2017 | 05/09/2017 | 400 |

| | | | |
|------------------------------------|------------|------------|-----|
| Teachers Day | | | |
| Training on Self Defence for Women | 12/07/2017 | 14/07/2017 | 78 |
| World Environment Day | 05/06/2018 | 05/06/2018 | 205 |
| Flood Relief | 30/08/2017 | 31/08/2017 | 43 |

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Clean campus green campus policy is executed. 2. Preparation to establish medicinal and aromatic plant garden. 3. Establishment of 4 flower gardens in the college campus. 4. Sufficient dustbin for cleanliness. 5. To declare the campus as tobacco free zone.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES - (i) Title: Fostering community responsibility. The context: Nirmal Haloi College located at Patacharkuchi in the district of Barpeta (Assam) is established in 1979 A.D. At that time Patacharkuchi was a small village. The villagers of Patacharkuchi and neighboring villages did the very difficult and challenging task of establishing an institution of higher education. The villagers established the institution with the expectation that their wards would get the opportunity of higher education by which they will be able to enlighten the society. In order to fulfill their aspirations, the institution has been trying to inculcate the feeling of community responsibility among the students of the institution. We feel that only a socially committed and responsible generation can help prospering the local society. Objectives To create the sense of commitment and social responsibility. To inculcate positive attitude. To help the students realizing social and human values. To help the students learning community activity. To make the students regular, punctual, sincere and disciplined. To have a tie between higher education and community responsibility. The Practice: The institution practices to foster community responsibility among students through the N. H. College unit of National Service Scheme, Bharat Scout and Guide and N. H. College Students' Union. The NSS unit works for fostering community responsibility among students. It gets an annual grant for running the activities from the affiliating university. Students are enrolled as volunteers and engaged in social activities under the guidance of Programme Officer appointed by the college authority from among the teachers. The NSS unit has adopted one village named Barsahan. The village is backward in economic, academic and infrastructural aspect. 80 people of the village belong to Other Backward Classes. The NSS unit holds a three day camp in the village every year. During the period of three days the programme schedule is prepared including cleanliness, plantation in different places of the village, renovation of the village roads, health camp, awareness programme on women empowerment, cultural programme etc. In all the programmes the students perform their activity together with the villagers. In the health camp attended by specialist doctors the students work as volunteers. The volunteers' team comprises both boys and girls and the villagers help them in all respects including stay arrangement. Meals sponsored by the college is prepared and served by the villagers. Cultural programme is also organized during the camp period in the evening involving all the villagers male and female. The students through the platform Nirmal Haloi College Students' Union develop a habit of helping distressed people. They used to stand with and help the flood affected people of the locality together with the teachers. Bharat Scout and Guide is the most active agency running in the institution that regularly trains students about community responsibility. Obstacles: The main obstacles in

fostering social responsibility among the students come from the social set up.

The students of present day are born and brought up in micro family where others are always absent. They acquire the mind set arising out of micro family and hence it become challenging to foster the sense of community responsibility among the students. The obstacle is overcome by practicing the students' group activity in the classes. Another obstacle arises from the academic and examination system. The students have to face tough competition in every step of life. Therefore they hanker after mark sheets. Students get hardly leisure time to think other than their syllabus. We have to overcome this hurdle by arranging activities during semester break. The most important obstacle comes from lack of systematic planning by higher authorities to involve students in the act of social responsibility. The Government has no planning for financial assistance in this line and financial crisis sometimes appear as obstacle difficult to overcome. But the college authority from its own resources expenses money for the purpose and thus it is overcome. Impact: The impact of the practice is such that once a student joins in a NSS camp eagerly asks for next camp. It indicates that feeling of community responsibility is imprinted in their mind. As a result of this practice the students of the institution have acquired the quality of being associated with society and social issues. The students immediately run to help people at the time of calamities. It shows their commitment to social community. The students also develop the habit of helping fellow students suffering from serious disease. That they come forward to help others indicates their realization of human values. In such case the students work in group that reflects community activity. Resources required: Budget Rs. 1.30 Lakh, NSS grant Rs. 44,000/ , students fees Rs. 28,000/

BEST PRACTICES - (ii) Title: Regular feedback from students. The context Our education system is student centric. The institution has to look after the students coming from different sections, parts, communities with different IQ. Feedback system is essential to know the requirement of the students in their own opinion. The institution aims at developing the teaching learning process to fit for the students. The teachers are also not equally communicable to the students. In order to achieve best performance teachers' quality must also be developed. The grey and green areas in the teaching learning process can be identified only through the feedback of students. Administration is another fundamental issue on which academic achievements depend. The status of administration and the office staff is also measured through students' feedback. Objectives To find out academic status of the institution. To find out strong and weak points in teaching learning process. To find out the grey areas in teaching and take measures for upgradation. To inspire green areas for more development. To involve the students in assessment process. To make administration more students friendly. The Practice The institution uses students' feedback system in electronic method. A software has been installed in more than one CPU and made open to students in a separate counter in front of central library. Questionnaires are set so as to find out proper response from the students. The questions are set in such a way that student can not skip any one. The students have to click on yes or no. There is no third alternative in any question so that confirmed response can be found. The questionnaires are set in three parts - overall remarks on the institution including infrastructural facility, subject wise questions to respond against each teacher and administrative help. The students have to give feedback mandatorily. Specially the outgoing final year students must give feedback before collecting their mark sheet and certificate from institution. The outgoing students are emphasized much for they can freely express their views without any fear as they have already completed the course. All the feedback reports given by students are stored in a separate file that can be opened and seen only by the principal. The principal collects the feedback reports and engage some external agency to analyze the reports and find out grey and green areas. The external experts submit their analysis to the principal and then the

principal forwards the same to the Governing Body, the highest body of the institution. The G. B. goes through the reports and advised to the principal to do the needful. The principal then takes necessary action with the view for academic development of the institution. Obstacles arisen regarding execution of feedback system in the academic institution are as stated below. A few students are ignorant of submitting feedback properly in due time. The culture of giving feedback has not grown as habit of the students. The authority therefore makes it compulsory for all students which impact should be willful. The number of questions within the questionnaire can not be raised in accordance with the necessity of each and every student. As there are students of varieties of IQ of students one common questionnaires may not fit for all. The authority tries to simplify the questions up to the maximum possible level. Some general students are incapable of giving answers of feedback accurately due to lack of proper knowledge. This creates problem is analyzing feedback report. In order to overcome this obstacle some classes are arranged to make the questionnaire easily understandable to all students. Impact The positive impact of the practice alerts teachers of teaching any subject matter precisely. Teachers have to do home work on the subject matter day by day. Students be conscious of proper study so as to make question to their teachers. They learn from this practice to become punctual in their classes. This practice is also helpful for the office staff to do any activities of the students in due time. The Governing Body also becomes sensitive for doing any welfare activities of the student community. This practice makes students realize their importance in the institution. The detection of grey and green areas by experts on the basis of feedback report helps both teachers and administration for better performance. Resources required Rs. 1.20 Lakh for software and accessories.

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

<http://www.nhcollege.ac.in/admin/files/NHC,%202017-18.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

201718 Details of performance of N H College Special area: Community relationship Programmes taken : 1. NSS camp in the adopted village. 2. Renovation of rural road by the river Kaldia in the village Deojarapara. 3. Awareness camp on Women Empowerment organized in the village Sariha Satra. 4. Minor research project on the rural women by one faculty. 5. Plantation in the campus of Patacharkuchi Police Stataion and circle office, Bajali. Role of faculty in community responsibility 1. Coordinator of IQAC, Dr. Mani Kanta Das is the president of Jalkhana Bhatuakaha High School. 2. Sri Jiten Kr. Bhagawati, Associate Professor is the president of Patacharkuchi Vidyapith. 3. Sri Manik Chandra Das, Associate Professor is the president of Bani Vidyalaya, Barbari. Principal N. H. College, Patacharkuchi

Provide the weblink of the institution

<http://www.nhcollege.ac.in/admin/files/N%20H%20College.pdf>

8.Future Plans of Actions for Next Academic Year

1. Construction of new building under RUSA grant, 2. Renovation of administrative building, 3. Renovation of classroom, 4. Renovation of auditorium. 5. Establishment of aromatic and medicinal garden., 6. Introduction of online admission, 7. Introduction of online attendance for students. 8. Holding of national seminar. 9. Organizing cultural exchange programme. 10. Introduction of post graduate courses.

