



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		Nowgong Girls' College
• Name of the Head of the institution		Dr. Kulen Chandra Das
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		03672220667
• Mobile No:		8638026534
• Registered e-mail		ngcprincipal2@gmail.com
• Alternate e-mail		iqacngc2023@gmail.com
• Address		Haibargaon, Nagaon, Assam
• City/Town		Nagaon
• State/UT		Assam
• Pin Code		782002
2.Institutional status		
• Affiliated / Constitution Colleges		Affiliated
• Type of Institution		Women
• Location		Semi-Urban
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	Gauhati University																								
• Name of the IQAC Coordinator	Dr. Sanchita Bora																								
• Phone No.	03672220667																								
• Alternate phone No.	9435316704																								
• Mobile	7002726875																								
• IQAC e-mail address	iqacngc2023@gmail.com																								
• Alternate e-mail address	sanchita.bora1@gmail.com																								
3.Website address (Web link of the AQAR (Previous Academic Year))	https://nowgonggirlscollege.edu.in/aqar.php																								
4.Whether Academic Calendar prepared during the year?	Yes																								
• if yes, whether it is uploaded in the Institutional website Web link:	https://nowgonggirlscollege.edu.in/academiccalendar.php																								
5.Accreditation Details																									
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B+</td> <td>79.00</td> <td>2004</td> <td>04/11/2004</td> <td>03/11/2009</td> </tr> <tr> <td>Cycle 2</td> <td>A</td> <td>3.01</td> <td>2015</td> <td>01/05/2015</td> <td>30/04/2020</td> </tr> <tr> <td>Cycle 3</td> <td>A</td> <td>3.06</td> <td>2023</td> <td>21/04/2023</td> <td>20/04/2028</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B+	79.00	2004	04/11/2004	03/11/2009	Cycle 2	A	3.01	2015	01/05/2015	30/04/2020	Cycle 3	A	3.06	2023	21/04/2023	20/04/2028	
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Cycle 1	B+	79.00	2004	04/11/2004	03/11/2009																				
Cycle 2	A	3.01	2015	01/05/2015	30/04/2020																				
Cycle 3	A	3.06	2023	21/04/2023	20/04/2028																				
6.Date of Establishment of IQAC	09/12/2003																								
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																									

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nowgong Girls' College	Salary	Govt. of Assam	2023-24 (365 days)	103696362
Nowgong Girls' College	Fee Waive	Govt. of Assam	2023-24 (365 days)	4249670
Nowgong Girls' College	International Yoga Day	Indian Council of Philosophical Research	2023-24 (365 days)	40000
Nowgong Girls' College	WED Observation	Assam Science Technology and Environment Council	2023-24 (365 days)	5000
Nowgong Girls' College	Environment Education Programme	Assam Science Technology and Environment Council	2023-24 (365 days)	40000
Nowgong Girls' College	Environment Education Programme	Assam Science Technology and Environment Council	2023-24 (365 days)	40000
Nowgong Girls' College	Fund for Science & Engineering Research	Science and Engineering Research Board	2023-24 (365 days)	1263000
8. Whether composition of IQAC as per latest NAAC guidelines			Yes	
Upload latest notification of formation of IQAC			View File	

9.No. of IQAC meetings held during the year	9	
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
The IQAC works in coordination with newly constituted Academic Council. Academic Council discusses the academic matters of the college which are implemented and monitored by the IQAC. The IQAC made its contribution during 2023-2024 in the following way. • The Centre for Translation and Publication (CTP) has been formed. The centre resolved to appeal the teachers and students of the college to submit manuscripts for publication. Once received the manuscripts will be prepared for publication which are planned to be inaugurated on the Foundation Day of the college. • The Centre for Sustainable Development (CSD) has been formed. It has taken keen interest to reuse the plastic waste generated in the college campus. As a first step it has constructed shaded seats out of the used plastic bottles filled with sand. It has also planted saplings and seeds to develop a roof top vegetable garden on the terrace of the college hostel. The Centre, in collaboration with Laokhowa Burhachapori Wildlife Conservation Society (LBCS), an environmental NGO of Nagaon, has made an exposure visit to Choran Ahem an Karbi Ethnic Resort situated at the Burhapahar Range of Kaziranga National Park and Tiger Reserve (KNP&TR), with the Laokhowa and Barunguri EDC Members. An ethnic eatery has been designed by the CSD for Laokhowa and Barunguri EDC which has been submitted to the KNP&TR authority for its perusal. KNP&TR complied with the proposal and the eatery titled “Biswang-N” has been running smoothly now. • A bi-annual News Bulletin titled “Innerbeams” has been published to document the academic and cultural developments of the college. • “Guest of the Month” – a flagship programme of the college, has been initiated in the month of August 2023. IQAC resolved to invite two guests,		

working in diverse fields, per semester as "Guest of the Month" to have face-to-face discussion and interaction with the students, college fraternity and intelligentsia of the town. The prime objective of the programme is to acquaint our students with the eminent personalities of the state and thereby to inspire them and improve the intellectual environment of the college. • Various activities have been held under the MOUs such as conduct of Certificate and Diploma Courses on Non-Formal Sanskrit Education, observation of World Environment Day, observation of Rabha Divas, observation of International Yoga Day, cleanliness drive and plantation by NSS etc.

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

Plan of Action	Achievements/Outcomes
1. Preparations are made to invite a team from the parent university to carry out the Academic and Administrative Audit.	The team of experts from Gauhati University is communicated for the Audit.
2. The Centre for Translation and Publication (CTP) has been formed.	It has appealed the teachers and students to submit their manuscripts for publication, and has planned to inaugurate such books on the Foundation Day of the college.
3. The Centre for Sustainable Development (CSD) has been formed.	It has constructed shaded seats from plastic bottles filled with sand. • It has also planted saplings and seeds to develop a roof top vegetable garden on the terrace of the college hostel. • Collaborating with Laokhowa Burhachapori Wildlife Conservation Society (LBSCS) and it has made an exposure visit to Choran Ahem an Ethnic Resort at Kaziranga National Park and Tiger Reserve (KNP&TR) with the Laokhowa and Barunguri EDC Members. • An ethnic eatery has been designed by the CSD for Laokhowa and Barunguri EDC which

	is running smoothly.
4. The Information and Career Guidance Cell (ICGC) makes arrangement for online coaching for the students.	The cell is mentoring students for entrance examination such as CUET or other relevant examinations such as NET, SLET, TET etc.
5. Publication of a bi-annual News Bulletin titled "Innerbeams".	Two issues of the bulletin have so far been published.
6. Organization of an inspirational program called "Guest of the Month".	Three eminent personalities namely noted litterateur: Apurba Sarma; entrepreneur: Manoj Basumatary and noted singer: Namita Bhattacharjee have been invited as "Guest of the Month" to have face-to-face discussion and interaction with the students, college fraternity and intelligentsia of the town.
7. Printing of a Table Calendar and Monthly Planner.	The task has been accomplished. The Table Calendar showcases the photos of various important activities of the college.
8. Construction of Plastic Banks to make the college campus plastic free.	It has been executed and has helped to mobilise and thus reuse plastic waste generated in the campus.
9. Measures taken for disposal of solid waste.	The plastic waste generated in the campus is reused in different ways. • The biodegradable wastes are utilized for producing compost. • An appeal has been sent to the Nagaon Municipal Board (NMB) for collection of the waste generated in the college and hostel campus. Thus, the NMB collects the wastes regularly from the campus.
10. Preparation for submission of AQAR 2022-23.	Works are completed and AQAR has been submitted. However, due to

	some technical error it is not known whether it has been accepted by the NAAC office. Matter has been informed (issues raised) to the NAAC office.
11. Promotion of Basic Science	To promote basic science, talks are organized where distinguished resource persons are invited. A talk on 'India's Space Exploration' and a workshop on telescopic view of the evening sky are organized. Sci-fiesta is celebrated in the college. Under the initiative of the Eco Club, an awareness drive on solid waste management has been organized among school children.
12. Plan for organizing an International Workshop on Ecosystem and Wildlife of Assam.	The preparation for the workshop is in process.
13. Introducing the concept of "Vibrant Saturday" to foster vibrant environment every Saturday in order to nurture the talents of the students in various co-curricular activities.	To execute the concept, various committees have been formed such as Sports Committee, Cultural Committee, Literary Committee, Art and Craft Committee, Cine Committee and Drama Committee. • A steering committee has been formed to look after the overall activities under the 'Vibrant Saturday'. • Students have come forward voluntarily to enroll themselves in these extracurricular classes according to their interest. • Guest faculties or experts in respective fields are invited by the sub-committees to instruct the students. •
13. Whether the AQAR was placed before statutory body?	Yes
Name of the statutory body	

Name	Date of meeting(s)
Governing Body, Nowgong Girls' College	30/10/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	27/02/2024

15. Multidisciplinary / interdisciplinary

Nowgong Girls' College, as an affiliate of Gauhati University, follows the strategies and guidelines laid down by both the parent university and the state government. The college aligns its academic programmes with the policies and frameworks developed by the university. In the current session Gauhati University introduces and revises curricula in accordance with the multidisciplinary and interdisciplinary approaches projected in the New Education Policy (NEP) 2020. Accordingly, Nowgong Girls' College has adopted these curricula. The college remains in coordination with national educational reforms and provides students with a broad, inclusive, and dynamic learning experience. At present, the college offers Choice Based Credit System (CBCS) courses at both undergraduate and postgraduate levels and FYUGP in undergraduate level aiming to provide a comprehensive learning experience. In alignment with the National Education Policy 2020, the college is committed to the holistic development of its students across intellectual, social, physical, emotional, and moral dimensions. Besides Core Courses, the college has incorporated common courses such as VAC, SEC, MDC and AECC. The institution is taking a systematic approach to clearly define and identify the learning outcomes for its programs, courses, and individual units. This process involves determining the specific knowledge, skills, attitudes, and values that learners should develop to meet the overall objectives of each educational program.

16. Academic bank of credits (ABC):

As per National Education Policy 2020, the Academic Bank of Credits (ABC) has been envisaged to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism from one programme to another, leading to attain a Degree/ Diploma/PG-diploma, etc. ABC shall deposit credits awarded by registered institutions into students' accounts. The Academic bank

credit(s) can only be shared from institutions, not directly from the student. Only credits submitted by an authorized institution will be accepted for storage and validation by the ABC. Features Allows academic institutions to lodge and maintain the integrity of the credits Maintains the authenticity and confidentiality of student credits Easy credit transfer through digital mode Faster credit recognition On 22 February, 2024 an Academic Bank of Credit (ABC) Cell has been constituted in the college. As the concept is new, the students as well as the teachers are made aware about the importance and usage of ABC and an Orientation Program has been conducted semester wise to help students open their ABC account. As per the guidelines of Gauhati University, creation of APAAR (earlier ABC) ID is made compulsory for all the students. Accordingly, all the students (UG 1st, 3rd, 5th and PG 1st, 3rd semesters) have been notified to submit their AADHAR Card photocopy to the office.

17.Skill development:

The increasing demand for a skilled workforce in both public and private sectors has prompted Higher Education Institutions (HEIs) to take up skill development activities in the college. So, HEIs have begun redesigning their curricula to address these needs. In recent years, many institutions have introduced various skill-oriented courses, with the aim to producing graduates who are well-prepared for the dynamic job market. Over the past few years, HEIs have introduced various skill-oriented courses. As Nowgong Girls' College is affiliated to Gauhati University, it follows the curricula set by the parent university. Currently, the college offers Skill Enhancement Courses from Semester I to VI as part of its undergraduate program, both CBCS and FYUGP. In addition to the university curriculum on skill development, the college has taken its own initiative for skill enhancement by introducing courses on Mushroom Training, Computer Training, Beauty and Wellness, and Cutting and Tailoring. The college also has an Ethnic Handloom and Weaving Centre which trains the students on handloom skills and weaving. The Information and Career Guidance Cell (ICGC) of the college regularly organises skill development training programs and provides the students with the information of placement opportunity through government and private sector organizations. A three-day handicraft workshop has been organized in the college by the Ministry of Textiles, Govt. of India, North-Eastern Regional Office in collaboration with the NSS unit of the college for encouraging the students to develop their skills. Such endeavour on the part of the institution would definitely enable the students to pursue entrepreneurship after graduation.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,

using online course)

Preserving and promoting India's rich cultural heritage is essential not only for safeguarding its unique identity but also for fostering social cohesion, pride, and a sense of belonging among its citizens. The college has a strong tradition and abundant resources for providing training in several Indian languages and their respective literatures, including Assamese, Bengali, Hindi, and Sanskrit subjects at the degree level. To promote and integrate local language, art and culture, the institute regularly celebrates various Indian festivals and traditional days, such as Sanskrit Divas, Hindi Divas, Mother tongue day, Shankardeva Tithi, Sarswati Puja, and Yoga Day as an act of reverence towards Indian language, culture and practice. The college has collaborated with an organization named 'Utxo Matribhaxa' to observe the International Mother Tongue Day. A book lottery and a lecture program was organised on the occasion. Additionally, the college has established a literary club called PANCHAKANAN, comprising of the five literature departments that enable students to engage in a range of literary activities such as workshops, discussions, interactions, symposiums and conversation with eminent resource persons conducted in local languages. The college also organizes different competitions during the College such as essay writing, poetry, recitation, folk song, folk dance which encourage our students to stay connected with their rich Indian tradition. A centre namely Tiwa Bhasha Sikshan (Centre for Tiwa Studies) sponsored by Tiwa Autonomous Council was established in 2022. This centre has been working for the preservation and promotion of Tiwa language and culture.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Our college follows the curriculum set by Gauhati University, offering a total of 4 programs across Science and Arts streams. These programs are structured in alignment with Outcome-Based Education (OBE) principles, ensuring that they meet both regional and global needs. In line with the OBE framework, the college has clearly defined Program Outcomes (PO), Program Specific Outcomes (PSO), and Course Outcomes (CO), which are prominently featured in the college website. These outcomes guide our academic approach, providing students with a well-rounded education that prepares them for success in their respective fields. Each program of our college is supported by specific methodology, evaluation scheme, and lesson plans executed by our faculties. All these (strategies/ mechanisms) put strong emphasis on achieving the desired outcomes. Assessment of course outcomes is carried out through a combination of direct and indirect procedures. Direct assessment involves both internal and

external evaluations of students' performance. These include a variety of evaluative measures such as internal tests, assignments, seminars, quizzes, group discussions, and other relevant activities. These provide concrete evidence of student learning and command on course content. External evaluation comprises of end term examination of each semester conducted by the parent university. Evaluation of this is done by external examiners that ensure an unbiased evaluation of students' achievement. We track Program Outcomes by monitoring students' success after graduation. This includes their progression to higher studies and employment and highlights how well our programs prepare them for future academic prospects and employment. Gathering feedback from students is a crucial part of assessing the effectiveness of an outcome-based education (OBE) approach. In addition to direct assessments, we gather feedback from students regarding their experiences and perceptions of the learning process. Thereby, the college becomes able to gauge whether the learning process has aligned with the intended outcomes.

20.Distance education/online education:

The rise of distance education and online learning has brought about a major transformation in the educational scenario. It has also increased the accessibility and affordability of education. Identifying this growing need, our college is actively working to establish the necessary infrastructure for effective online teaching and learning experiences. In this regard the college has developed e-content materials and uploaded in the college website. Moreover, the college library has an e-corner where class notes, question papers, e-books, e-journals are stored for the students. The students can access all such e-materials from the digital library of the college website. Online education provides ample flexibility to students to learn and explore as per their requirements. The college has a study centre of Krishna Kanta Handiqui State Open University (KKHSOU) which provides Post Graduate, under-Graduate and some diploma courses of various disciplines in distance mode. Learners who are unable to continue their regular education and still have strong desire can avail the facilities of distance education provided by the KKHSOU to complete their ambition.

Extended Profile

1.Programme

1.1

748

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **1939**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **814**

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

File Description	Documents
Data Template	View File

2.3 **607**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **64**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **69**

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	748
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1939
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	814
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	607
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	64
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	69
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	55
Total number of Classrooms and Seminar halls	
4.2	169.51125
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	130
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Nowgong Girls' College is committed to effective curriculum delivery through various processes. It has adopted the NEP 2020 curriculum, aligning with its parent university's curriculum. The college's Prospectus and website provide information on programs and courses, while the Institutional Academic Calendar is based on Gauhati University's academic calendar. Students are informed about syllabus, chapterization, unitization, POs, COs, and PSOs in Master and departmental time tables. Teachers prepare teaching plans and document curricular activities in the departmental log book. Curriculum transactions are conducted through experimental, participative, and problem-solving methods. IQAC ensures regular capacity building, upgradation, and maintenance of TLM and ICT tools. The college identifies slow and advanced learners and develops special programs to address their needs. Online modules facilitate attendance records and study material distribution. Regular meetings of the Academic Council of NGC monitor academic activities and address student grievances. The Digital Library

Module on the college website offers access to question papers and study materials. Parent-teacher meetings keep parents informed about their wards' academic progress. Feedback on curriculum implementation is collected from teachers and students. IQAC resolves any difficulties faced by departments, cells, and committees in adhering to the academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://nowgonggirlscollege.edu.in/time_table.php

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

The Principal constitutes a committee at the beginning of the academic year to prepare the institutional academic calendar. The committee reviews the university's calendar and customizes it according to the needs of the institution.

This calendar is primarily based on the academic calendar provided by the Gauhati University, which outlines key academic dates, holidays, exam schedules of internal and final examinations, conduct of field work and other important events for the year. The institutional academic calendar is then placed before the IQAC, Academic Council and departments for deliberation and adoption.

Efforts are given to ensure proper dissemination of information regarding the academic calendar among various stakeholders using digital and conventional means. The departments, committees & cells also prepare their own plan of actions for the entire academic year in line with the academic calendar.

The Principal, IQAC & Academic Council regularly monitor the progress of curricular & conduct of cocurricular & extra-curricular activities to ensure adherence to the schedule as mentioned in the academic calendar.

The Academic Calendar incorporates schedule for various aspects of

continuous internal evaluation such as sessional examinations, assignments etc.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://nowgonggirlscollege.edu.in/upload/academic/2023-2024.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

40

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

12

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

843

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

843

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college follows the GU syllabus, incorporating crosscutting issues into its curriculum. Teachers are encouraged to provide additional input through talks, case studies, field visits, and project works. Common courses offered at the UG level include Environmental Studies, Yoga and Wellness (VAC), MDC, and mainstream subjects like Assamese, Bengali, Botany, Chemistry, English, Hindi, Economics, Education, etc.

Add-on and certificate courses also incorporate important crosscutting issues, such as Gender, Professional Ethics, Human

Values, Environment and Sustainability. These courses cover topics such as Self Defence, Human Rights, Gender Discrimination, Women Studies, Professional Ethics, Human Values, and Environment & Sustainability. The college has organized various programs and extension activities to integrate crosscutting issues. These include observing important days like International Women's Day, National Girl Child Day, Rashtriya Ekta Divas, World Environment Day etc.

Workshops, lecture programs with Laokhowa Burachapori Conservation Society (LBCS), Aaranyak, and Kaziranga National Park also highlight issues related to environment. NSS volunteers carry out regular cleanliness drives. Awareness programs on plantation, distribution of saplings, ban on single-use plastics, conservation, and beautification of historical sites are held in collaboration with alumni associations and local voluntary organizations. The administration awards Green Hero Award to those who work tirelessly for environmental conservation at the grass-root level. Project, field reports, departmental wall magazines also highlight these crosscutting issues.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

17

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

444

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://nowgonggirlscollege.edu.in/feedback&survey.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1000

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

316

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution identifies students based on their potential and conducts remedial and tutorial classes for slow learners. They provide simplified learning materials and handouts, teaching in both English and the vernacular medium, and counseling for slow learners. Teachers act as mentors, and bilingual teaching and targeted counseling create a supportive learning environment. The institution offers a range of provisions to support and recognize advanced learners. They are encouraged to make maximum use of books available in the college library and the departmental libraries. In-house seminars are organized and students are encouraged to participate. Various merit awards, scholarships and cash prizes of the institution serve as inspirations for academic excellence. The teachers contribute in a student-aid fund call Prerona, which helps the needy students of the college by lending books to them.

The institution offers interdisciplinary and socially useful certificate and add-on courses, career counseling programs, and MoUs with professional institutes. Advanced learners are assigned leadership roles in various scholastic and co-scholastic activities and are informed about free Massive Open Online Courses (MOOCs) like Swayam. These measures aim to help students reach their full potential and contribute to a more inclusive learning environment.

File Description	Documents
Link for additional Information	https://nowgonggirlscollege.edu.in/upload/upload/strategy%20for%20slow%20and%20advanced%20learner.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
789	64

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College emphasises on implementation of participative and experiential learning methodologies and departments adopt various programmes to enhance student centric learning. Regular educational tours are organized by departments which include visits to other educational institutions, industries, and various relevant locations, allowing students to gain practical insights. Several departments have projects and field visits in the curriculum both at UG and PG level.

Academic programs like seminars, workshops and invited talks are organised both by the individual departments and centrally by the college and the students get the opportunity to interact with experts. These programs help the students to develop critical thinking, problem-solving, and networking skills.

In FYUGP course student seminars, group discussions and quiz are compulsory for internal evolution. The annual college magazine reflects students' literary endeavour and departmental wall-magazines provide opportunity for participative learning.

Faculty exchange and student exchange is promoted to enhance learning experiences. Assignments and group projects are integral part of the teaching-learning process. Students involve in the observation of days and events of national and regional importance, as well as sociocultural and environmental issues.

To promote social cohesiveness cleanliness drives are conducted by students of NCC and NSS unit in neighbouring areas. NCC and NSS cadets also participate in blood donation camps.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://nowgonggirlscollege.edu.in/arts.php

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

The college has implemented various ICT initiatives to enhance the effectiveness of the teaching-learning process.

The college's ICT infrastructure includes: Students' Portal, Teachers' Portal and E-governance.

Students' Portal includes features like access to college prospectus, academic calendar, class routines, google class room, submission of assignments, access to online study materials, information, and accessibility to SWAYAM course, access of e-books and library facility using D space, KOHA and notifications from the college.

Important features of Teachers' Portal are recording and monitoring of class attendance, access to class routines, notifications from the principal's office, access to student data for academic use etc.

Within the Teachers' Portal, teachers can upload class notes and assignments. The college is equipped with 30 ICT-enabled classrooms to conduct regular classes, one computer lab with a total of 60 computers.

In the domain of e-governance, verification of students' admission forms, display of merit lists, notices for students from parent-university etc. are also informed using ICT facility. Admission is being conducted through SAMARTH since 2023.

Teachers are strongly encouraged to organise and take part in conferences, seminars, and training programmes which encourage them in making efficient use of information and communication technology (ICT) in the classroom. They create e-content, including YouTube videos, for the benefit of the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://nowgonggirlscollege.edu.in/upload/upload/ICT.pdf

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

2.3.3.1 - Number of mentors

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

61

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

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

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

37

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

761

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Nowgong Girls' College, affiliated to Gauhati University, adheres to university's regulations and guidelines for assessment and evaluation process. Each academic session has its academic calendar, schedule for sessional examination and other scheme of internal assessment.

Attendance, assignment and sessional examination are the components of the internal assessment mechanism for CBCS. Any modification regarding assessment schedule, methods, or university directives on course-specific examinations are promptly communicated through the college website, student portal and WhatsApp groups.

In FYUGP course sessional examinations and assignments, seminar presentations, projects, and group discussions are the components of Internal Assessment. The college has an Examination Committee

which is responsible for coordinating both internal and external examination activities. The respective teachers set the question papers of the SEC course.

Each semester comprises one Sessional Examination. Faculty members from respective departments prepare question papers for Sessional Examinations. Dates of assignments, internal examinations, submission of project and field reports are notified in central and departmental notice boards, college website and departmental WhatsApp groups.

After evaluation, students can review their answer scripts for self-assessment and also discuss assessment-related concerns with their teachers. Teachers maintain records of students' attendance in internal examinations, question papers, answer sheets, and marks sheets for academic documentation.

File Description	Documents
Any additional information	View File
Link for additional information	https://nowgonggirlscollege.edu.in/academic

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

Nowgong Girls' College handles internal assessment related grievances in a transparent manner. The institution has an Examination Grievance Redressal mechanism and students submit their grievance in writing to the Principal. They can also submit their grievances in the grievance boxes. Students can appeal for re-evaluation and recounting of marks.

Students are informed in advance regarding the schedule of sessional examination and assignments. Students, who are unable to appear for the sessional examination due to genuine reasons are given the opportunity to appear for the exam at a later date, with a different set of question papers. However, applications with proper supporting medical documents need to be produced.

Unable to submit assignment on time due to medical or genuine reasons, student can request a mercy chance by an application to the Head of the department along with valid documents. The college also provides students the scope to review their answer scripts for self-assessment and discuss assessment-related concerns with

their teachers. Any discrepancies reported by students are promptly resolved.

Queries regarding results, corrections in mark sheets, or the absence of internal marks in university-issued mark sheets are promptly addressed by the Principal's office. Such grievances are then forwarded to the respective departments for rectification. Once rectified, the office sends the corrected information to the university.

File Description	Documents
Any additional information	View File
Link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) are essential components of curriculum design and academic planning. These are meticulously documented on the college website and departmental webpages. Orientation programs are organized at the start of each academic session, and learning outcomes are assessed through examinations, classroom interactions, assignments, and tests. Slow and advanced learners are identified based on their performance in these assessments. Teachers and mentors work diligently to ensure all students, including fast and slow learners, achieve their POs, PSOs, and COs. Regular feedback from students and stakeholders is collected to understand their experiences and accomplishments. Various strategies and procedures are used to evaluate the success of a programme and course, including class tests, semester examinations, assignments, seminars, group discussions, quizzes, project work, field reports, and practical and laboratory work. The performance of students in these assessments helps teachers evaluate their learning outcomes and attainment. Faculty members ensure students are aware of these outcomes at the beginning of each semester and during departmental orientation programs, promoting a proactive approach to aligning students' efforts with expected learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://nowgonggirlscollege.edu.in/science.php
Upload COs for all courses (exemplars from Glossary)	View File

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

The college assesses Program Outcomes (POs) and Program Specific Outcomes (PSOs) alongside the Course Outcomes (COs) of relevant courses using both direct and indirect methods. Direct methods of assessment focus on evaluating students' knowledge and skills through examinations or observations. The evaluation of POs, PSOs, and COs is primarily based on students' performance in semester examinations and internal assessments. In the semester examination conducted by the affiliating university for CBCS Course 80% assessment of the course is assessed by the university in the end-semester exam. The remaining 20% weightage for internal assessment is allocated to assess the course outcomes. But, for FYUGP Programme 40% weightage is allocated for internal assessment. Continuous internal evaluation methods include home assignments, group discussions, seminar presentations, quizzes, etc., throughout the semester.

The performance of the students is assessed and analysed after declaration of results of sessional and end semester examinations. The teachers and mentors continuously work to ensure attainment of POs, PSOs and COs among the advanced and slow learners. Regular feedback is taken from the students to understand their overall experiences. The attainment of POs is assessed through the progression records of alumni. It helps to assess how well the institute's programmes have prepared graduates to succeed in their careers and contribute to society over time.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://nowgonggirlscollege.edu.in/upload/upload/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

354

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://nowgonggirlscollege.edu.in/upload/upload/2.6.3.pdf

2.7 - Student Satisfaction Survey

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

<https://nowgonggirlscollege.edu.in/feedback&survey.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

88.28

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

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

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.anrfonline.in/ANRF/HomePage; https://www.drdo.gov.in/drdo/labs-and-establishments/defence-research-laboratory-drl

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

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

30

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

26

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

32

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The college is dedicated to community engagement through various extension activities that promote social responsibility among students. Students are encouraged to participate in outreach programs like Swachh Bharat Abhiyan, tree plantation drives, and theme-based activities like street plays and rallies. These activities enhance their academic growth, leadership skills, self-confidence, and personal values while benefiting the local community and society. The NCC and NSS units of NGC participate in extension works and charitable activities in the neighborhood community, adopted villages, and local educational institutions.

Key activities:

- **Environmental Campaigns:** World Plastic Bag Free Day, Indian Swachhata League, and plantation drives are organised for reducing plastic use, and disseminating the ideas of cleanliness, and afforestation.
- **Social Awareness:** Viksit Bharat Sankalp and Puneet Sagar Abhiyan aim at promoting government schemes and cleanliness

awareness.

- **Health and Welfare:** The College hosts a Mega Blood Donation Camp and celebrates International Women's Day with a road safety campaign.
- **Cultural and Educational Outreach:** Poetry competitions, Children's Day, and talk on historical monuments emphasize on cultural preservation and academic engagement.

The college and its NSS unit have also undertaken significant steps to conserve the historical site of Jongal Bolohu and support its beautification and landscaping. Additionally, the college offers a Taekwondo training program for self-defense of girl students and children of neighboring communities.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/cells.php
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

16

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

437

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

40

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

14

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Nowgong Girls' College has modernized its teaching and learning facilities, including ICT-enabled classrooms, digital conference halls, seminar halls, and laboratories. The college also has a Mushroom Production Centre, vermicomposting facility, and an Ethnic Handloom Weaving Centre. A Psychology Lab was built on the second floor, and a Digital Weather Station was installed on the roof. The Department of Zoology has adequate infrastructure for vermicomposting and ornamental fish production. The Centre for Sustainable Development has created benches made of recycled waste plastic and an art installation of an elephant made from plastic waste. Seven new rooms were constructed to meet the rising demand for hostel accommodation. The campus is Wi-Fi enabled, with leased line connections and broadband connections available. The Computer Centre offers skill enhancement courses and self-financed computer courses. The college app provides online attendance and class records, and the college website offers e-resources for students. The college library has over 50984 reading materials, and all departments have departmental libraries. The college has a well-functioning water supply system, an incinerator, and a sanitary pad vending machine. Generators provide power backup.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/Master%20List.pdf

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

The college has comprehensive for cultural activities that is looked after by Cultural Secretary of the NGCSU. The college auditorium hosts cultural programs, including College Week, College Foundation Day, Freshers' Social, and Women's Day Celebrations. Yoga practices and workshops are also conducted in Kushilava.

The college offers ample infrastructure for games and sports, including table tennis, carom, chess, etc. Basketball and volleyball courts are available in front of the auditorium. Besides it is used by the students to play outdoor games such as kabbadi, kho-kho, shot put, javelin throw, tug of war, etc. The college Indoor Stadium is used for various sports like badminton and Taekwondo. The Noorul Amin Stadium is used for major games during College Week.

The college also has a mini gymnasium with modern amenities, including dumbbells, arm wrestling tables, fly benches, weightlifting equipment, twisters, push-up stands, and weight machines. Students practice powerlifting and weightlifting in the gymnasium, winning numerous medals in different competitions.

The college has a dedicated Yoga Cell, where professional yoga instructors are invited to conduct yoga practices and workshops in Kushilava. Health services are provided to the needy students, with free services provided by the Health and Fitness Centre on every Saturdays.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/4.1.2.pdf

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

37

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

37

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/lab.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

105.25841

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Mahesh Chandra Dev Goswami Central Library of the College has a vast collection of over 50984 books and other reading materials, including manuscripts. The library is housed in a spacious two-story building with a circulation section, stack area, teachers' reading room, and separate corners for manuscripts and reference collection. The library also houses the Mahesh Chandra Dev Goswami

and Jyotirmoyi Devi memorial collection donated by Dr. Ranjit Dev Goswami. The first floor houses the student's reading room and digital corner, which offers computer facilities for accessing e-resources such as manuscripts, college magazines, question papers, thesis, MRP, college publications, e-books, and e-journals uploaded in D-Space. The library uses KOHA software for data entry and manages vital library operations such as circulation, cataloguing, and OPAC system. The library practices an open access system, with stack guides and stack guides for users to access resources. An orientation program is organized at the beginning of each academic session to familiarize new enrolled students with library rules and regulations. Specialized services offered by the library include Xeroxing service, N-List, and other services through INFLIBNET. The library also has its own Wi-Fi facility for users' convenience.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://nowgonggirlscollege.co.in/dlibrary.php

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.73715

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

4.2.4.1 - Number of teachers and students using library per day over last one year

70

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Nowgong Girls' College has advanced IT facilities that require continuous maintenance and upgradation. A dedicated technical staff and an IT Cell are responsible for maintaining the infrastructure, including repairs and maintenance. The Purchase Committee oversees purchasing IT equipment, installing new software and replacing old ones. Electrical appliances and equipment are regularly updated and maintained, including CCTVs and solar pavement lights. ICT facilities for academic transactions, such as projectors, smart boards, computers, and LCD TVs, are regularly upgraded. Cables, modems, and Wi-Fi routers are maintained for seamless internet access. The administrative office's equipment, including computers, laptops, printers, and scanners, is also regularly upgraded. College automation software and other operating system and application software, as well as the College Android/IOS mobile app, are also updated. The college website is regularly updated with various modules. The dedicated IT Cell, composed of experienced teachers, is responsible for upgrading and maintaining IT facilities. The college provides extensive ICT resources to students, faculty, and staff, including 2 servers, 134 computers, 16 printers, 27 smart TVs, 6 LCD projectors, 1 interactive smart board, and 37 ICT-equipped

classrooms. The college also features a computer lab, LAN-connected desktops for administrative tasks, a library with 20 desktops with internet and printer facilities, and a portal for notifications and e-governance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.co.in/

4.3.2 - Number of Computers

130

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

36.61858

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The policy document outlines the maintenance and utilization of the institution's facilities and assets. Committees and cells are responsible for updating these policies and ensuring compliance. The Construction Committee prepares plans and estimates for construction works, while the purchase committee oversees physical facility maintenance and utilization as per approval of the Governing Body. An IT Cell, composed of experienced teachers, is responsible for upgrading and maintaining IT facilities. The Librarian and Library Committee looks after the maintenance and optimum utilization of available resources of the Central Library. It manages library activities, including book procurement, budget allocation, and infrastructure maintenance. Departmental staff maintain and operate departmental libraries, with department heads coordinating maintenance in consultation with the college Principal. The Governing Body, Planning Board & PMU oversee necessary arrangements for applying and for acquisition of funds from various sources such as U.G.C., RUSA, and other government agencies & allocation of budget for various activities. RUSA coordinator is appointed by the principal, as per approval of the Governing Body who is responsible for managing all related tasks. The warden and the Hostel Committee look after the maintenance and utilization of hostel facilities. There is proper monitoring system regarding the utilization and security of all facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/pmu.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1188

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

27

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	https://nowgonggirlscollege.edu.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

2089

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

2089

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

128

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

27

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The College has a student representative body known as Nowgong Girls' College Students' Union. NGCSU consists of 13 elected office bearers and 7 class representatives. The college holds elections for NGCSU office bearers and class representatives annually, allowing both UG and PG students to contest various posts. All the students cast votes for candidates.

Key objectives of NGCSU are-

- To promote the physical, mental, emotional, and spiritual

well-being of students,

- To foster socio-cultural responsibility for students' improvement,
- To cultivate unity, fraternity, and brotherhood among students,
- To advocate for students' genuine grievances and aspirations through democratic, non-violent means,
- To create a healthy and disciplined educational environment.

The NCC and NSS units consist of 50 and 100 student volunteers respectively. Students are regularly nominated to various statutory and non-statutory bodies, cells and committees of the College. Student representatives of such cells and committees are selected and nominated by the Principal in consultation with the IQAC and NGCSU office bearers. These include IQAC, RUSA PMU, Construction & Purchase Committee, Anti Raging Cell, Grievance Redressal Cell, Internal Complaints Committee, and Committee against Sexual Harassment etc. Various cocurricular activities are organised each Saturday under the banner of 'Vibrant Saturday'.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/student_s_union.php
Upload any additional information	View File

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

57

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumnae Association of Nowgong Girls' College was formed in the year 2003. On 28 July, 2022, the association was officially registered under the Societies Registration Act XXI of 1860. Since its inception, it has been working effectively, and it has steadily grown into a full-fledged organization. Various activities are performed by the Alumnae Association from time to time for the benefit of students. It also provides support to the college in different ways on regular basis. Such activities include-

- College canteen is run and managed by the Alumnae Association.
- Conducting a course on cutting and tailoring which has helped in the skill development and employability of students.
- Collaboration with NCC and NSS units of college in organising voluntary blood donation camps.

Working with faculty members to provide food, clothing and other necessary things during flood.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/Alumnae%20Activities%202023-24.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Nowgong Girls' College, established in the year 1962 is a pioneer institution for girls' education in central Assam. The students of the College come from a wide range of socio-economic backgrounds with rich diversity of intellectual and cultural values.

The vision of the institution is to be a centre of excellence for woman education.

The mission is

- **To provide access of higher education to girls**
- **To empower girls economically, socially and politically**
- **To nurture girls to enable them to become worthy citizens**
- **To foster nexus of human values**

The College, with its dedicated teaching faculty and efficient administrative staff, is committed to prepare students for their chosen careers and equip them to face future challenges of life. The institution focuses not only on academic excellence but also on nurturing strong character and personality, empowering students to become responsible citizens. The College offers ample opportunity to its students to develop their potentialities in their choice of co-curricular and extra-curricular domains through competition and participation in various events.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/gv_body.php
Upload any additional information	View File

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

Nowgong Girls' College is a decentralized institution that operates under various governance structures. The Governing Body (GB) is the executive authority, with a President nominated by the state-government. The GB is composed of members from the teaching staff, non-teaching staff, guardians, and librarians. The Principal serves as the ex-officio secretary of the GB.

The college administration is led by the Principal, with non-teaching staff playing a crucial role in its smooth functioning. The Internal Quality Assurance Cell (IQAC) manages policy matters and decisions, while the Academic Council supervises academic matters and proposes strategies for enhancing facilities.

Decentralization of management is ensured through democratic representation of teachers, non-teaching staff, students and other stakeholders at different levels. Apart from IQAC, Academic Council, Construction Committee, Purchase committee, committee for RUSA & PMU, the Institution has different statutory and non-statutory bodies, committees and cells which provide ample opportunities for participatory management. The Anti-Ragging Cell, Grievance Redressal Cell, and Code of conduct Monitoring Committee, Internal Complain Committee ensure a healthy, enjoyable, and disciplined environment in the college. The Student Union democratically presents students' common concerns to the college authority through their organisation called Nowgong Girls' College Students' Union (NGCSU).

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/ac_council.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Nowgong Girls' College is dedicated to create a comprehensive plan for achieving excellence in both academic and infrastructural development. The vision and mission of the institution provide a roadmap for achieving the institution's long-term goals and objectives. The strategic plans of the institution primarily focus on enhancing academic excellence, work quality, research, and infrastructural development.

The IQAC continuously works for enhancement of academic matters of the institution under the supervision of the Principal and GB and in collaboration with various other organs of the institution. It looks after the implementation of the flagship programmes of the college. The Academic Council is responsible for defining the goals and strategies for all academic affairs.

Notification, constitution and functioning of various Statutory Committees & Cells and other non-statutory bodies of the institution are accomplished as per the policy document and relevant government guidelines.

The Academic Council, consisting of the Principal, Vice Principal, Heads of Departments, the IQAC coordinator and the librarian is formed to ensure the effective implementation of diverse academic objectives. The council oversees class schedules, the academic calendar, internal examinations, and other related matters.

The administration ensures effective infrastructural expansion that is aided by government and own funds.

The vision plan of the college was prepared in the year 2020. Some of the goals of the vision plan has already been achieved and thereby it was revisited and action plan has been chalked out in order to accomplish the goals by 2030.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/vision_2030.php
Upload any additional information	View File

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

The Governing Body (GB) is the apex decision making body. Its members are appointed as per government guidelines. Four meetings of GB are convened in a year to review leave of the teaching and non-teaching staff, audit report, budget, oversee administrative and academic audits, and the appointment and promotion processes. The Principal leads the college's management and administration. The Internal Quality Assurance Cell (IQAC) establishes norms and standards for quality and excellence, with active participation from all departments. The principal conducts regular meetings with the teaching and non-teaching staff, the students' union, to ensure effective policy implementation.

The services of the employees are regulated as per the Assam College Employees (Provincialisation) Act, 2005, Assam College Employees (Provincialisation) Rules, 2010, Assam Services (Discipline & Appeal) Rules, 1964 & Assam Civil Services Conduct Rules 1965. Teacher promotions follow the Government's rules and guidelines under the Career Advancement Scheme (CAS), while non-teaching staff promotions are based on vacancies and seniority. Recommendations for both are forwarded to the Director of Higher Education for approval. The college has various committees and cells to oversee different activities and execute various plans and policies. The institution follows all applicable rules, regulations & guidelines as notified by the UGC & DHE.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/gv_body.php
Link to Organogram of the Institution webpage	https://nowgonggirlscollege.edu.in/organogram.php
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college has implemented comprehensive welfare measures for teaching and non-teaching staff. "Teachers finance cum scholarship fund" is a corpus fund maintained with the contribution of teaching and non-teaching staff for providing financial help to them and also to the needy students. Need based loan for college employees with a low interest rate is provided by "Teachers cum Employees Self Help Group".

There is a Group Insurance and Provident Fund facility for the permanent staffs. The contractual teachers benefit from periodic pay revisions.

The College authority encourages teaching staffs to participate in Orientation, Refresher, and Short-Term Courses and grants Duty

leave for participation. Similarly, non-teaching staff are encouraged to engage in Professional Development Courses related to college administrative work.

The College arranges free health check-up camps, voluntary Blood Donation Camps etc. for its employees. In case of serious medical condition, the college and its stakeholders provide significant financial assistance. In case of employees' leave the guidelines of UGC and the Government of Assam are followed.

Each department is equipped with dedicated libraries, computers, projectors, and high-speed internet facilities. The college has a central library for broader access to resources. There is an Internal Complaint Committee to examine incidents of sexual harassment in the institution and also gymnasium for the members.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/6.3.1.pdf
Upload any additional information	View File

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

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

0

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

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

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

7

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

20

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The IQAC of the college collects Self-Appraisal Reports and departmental reports annually from teaching staff and conducts Academic and Administrative Audits.

The performance of a faculty is classified into Teaching, Learning and Evaluation related activities, Co-Curricular and Extension activities and Professional Development related activities such as Research Publications and Academic Contributions. Weightages are assigned to these categories in the form of Academic Performance Index (API). During the promotion process, the IQAC and subject experts from the screening committee nominated by Gauhati University evaluate the Self-Performance Appraisal Format prescribed by the UGC. Once certified by the principal, these formats are forwarded to the office of the Director of Higher Education (DHE), Govt. of Assam, for the placement and promotion of teachers under the Career Advancement Scheme (CAS). Records of individual faculty member are maintained in service books.

For non-teaching employees, Annual Confidential Reports are certified by the principal and sent to the office of the DHE for their placement and promotion. If an employee does not get promotion and has to hold his/her office in the same post for 10 years, he/she gets due benefits under Modified Assured Career Progression (MACP) scheme.

Online feedback process is initiated at the end of every academic year from students, parents/guardians and alumnae for academic and administrative development of the institution.

File Description	Documents
Paste link for additional information	https://directorateofhighereducation.assam.gov.in/documents-detail/cas-promotion
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution adheres to a transparent and well-established financial management mechanism. The Governing Body (GB) closely monitors utilisation of funds and ensures optimal use of available financial resources. Regular internal and external financial audits are conducted. This system ensures accountability and effective financial planning, aligning with the institution's goals and priorities.

Internal Audit: The Internal Audit is a continuous process conducted by a qualified Chartered Accountant. Its purpose is to examine the books of accounts, review current accounts, and provide suggestions for improvement. This internal audit helps ensure that the accounts are maintained accurately, identifying any discrepancies.

External Audit: The External Audit is conducted by the Auditor General of Assam, facilitated through the office of the Director of Higher Education of Assam. The External Audit process helps the college in maintaining financial integrity which also serves as an independent review to validate the college's financial records and practices.

Additionally, college keeps records of staff salary statements and deductions like GPF, PF, and loans from financial institutions.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/finance_s.php
Upload any additional information	View File

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

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

13.88

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The major sources of funding of the institution include students' admission fees, funds and grants from governmental and non-

governmental bodies, salary grants from the Government of Assam.

The College submits various proposals to meet the financial requirements of funds for construction, upgradation, renovation, and repair of essential infrastructure. This includes classrooms, offices, libraries, hostels, common rooms, and other basic facilities. The college seeks financial assistance from various sources, such as UGC, RUSA, the State Government, and other organizations.

Teaching staffs submit research proposals to various funding agencies like UGC, DST, DBT, ICSSR, ICHR, ICPR, ICAR, etc. The college organizes seminars and workshops with financial assistance from government and non-governmental organizations, and PSUs. It occasionally receives special grants from the State Government. Funds are utilised properly and utilization reports are submitted promptly.

The college generates funds by introducing Self Financing Courses, students' admission, hostel fee, KKHSOU centre, rent from post office and government and non-government departmental examinations, conference hall and auditorium. The institution uses staff donations to establish a welfare fund to assist economically disadvantaged students.

Major portion of internally generated fund is spent for payment of salary to contractual, part-time and guest teachers and other non-teaching staff.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/facilities.php
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) is dedicated to enhancing and maintaining the quality of the institution. It has formulated strategies to improve the capabilities of students, teachers, and non-teaching staff.

The IQAC of the College works for ensuring quality assurance through the following strategies-

- Signing of MOUs and establishment of Linkages with several institutions and organisations to promote faculty/student exchange, research, cocurricular & extra-curricular activities etc.
- Expanding extension activities through NSS, NCC, and other college wings.
- The establishment of various cells and committees to serve diverse goals.
- Initiation of online feedback system to collect and analyse feedback from various stakeholders
- Preparing the Academic calendar in accordance with the norms of the affiliated university.
- Conduct of online admissions, student placement drives, competitive examination coaching, counselling sessions etc.
- Submission of data for AISHE.
- Implementing Audit practices, facilitation of conduct of Academic and Administrative Audit, Green, energy, environment audits.
- Awareness camps on promotion of health and hygiene of girls.
- Community service involving students, alumnae and college staff like relief distribution, conduct of blood donation camps etc.
- Upgradation and maintenance of existing infrastructure & addition of new infrastructure.

Organisation of seminars, workshops and training for continuous academic improvement.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/6.5.1_link_renewed.pdf
Upload any additional information	View File

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

The IQAC implements various quality assurance strategies and processes to ensure the continuous improvement of the teaching-learning process, operational structures, and learning outcomes.

The Academic Council meets regularly to address issues on academic matters.

The IQAC gathers feedback from students, faculty, alumnae, and employers on curriculum, teaching-learning process and academic environment of the college. Analysing feedback, reports are prepared to initiate reforms and improvements.

The IQAC supervises mentoring system that fosters interactions between students and faculty, aiding in assessing students' learning levels by identifying the slow and advanced learners. It then takes appropriate steps to support their progress.

The IQAC prioritizes infrastructure growth, especially in terms of ICT facilities, recognizing their crucial role in academic advancement.

Internal & external academic audit are carried out by the IQAC through external experts.

Teachers' diary & log books are maintained at departmental levels. The IQAC oversees the preparation of the Academic Calendar, Time Table, Teaching & Lesson plans etc. and work to ensure overall adherence to them. The IQAC periodically reviews the existing policies, plans, rules, regulations & guidelines of the Institution and ensures compliance to the same as well as upgrade them as and when necessary.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/naac.php
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nowgonggirlscollege.edu.in/aqar.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has initiated the following measures for promotion of gender equity:

- Gender Sensitization programmes, awareness rallies, talks are conducted.
- Gender related crosscutting issues are incorporated in the curriculum.
- Few add-on courses also promote gender equity. Annual Gender Sensitisation Action Plan has been prepared
- Observance of National Girl Child Day, International Women's Day etc.
- Campus security is ensured through CCTV cameras, security guards, proper boundary walls etc.
- Lectures on women safety, rights and training programs related to self-defence are conducted.

The college provides 256 boarding facilities, enforces guidelines through anti-harassment and anti-ragging bodies, offers scholarships, and provides a well-run cafeteria with hygiene facilities, and conducts career counseling, psychological counselling & health camps for the students. Toilet facilities, Common rooms, gymnasium, fitness and recreational facilities etc. are also available for students. Sanitary napkin vending machines and incinerators are installed in the campus & hostels. The underprivileged and meritorious students are offered scholarships. There is crèche in the campus for the college fraternity. The institution has implemented gender equity programs in its adopted

village as part of its effort to promote social responsibility and extension service.

File Description	Documents
Annual gender sensitization action plan	https://nowgonggirlscollege.edu.in/upload/upload/Gender%20Equality%207.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://nowgonggirlscollege.edu.in/upload/upload/7.1.1%20b%20women%20facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures **B. Any 3 of the above**
Solar energy
Biogas plant Wheeling to the Grid **Sensor-based energy conservation** **Use of LED bulbs/ power efficient equipment**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste Management

To reduce solid waste 'Green Protocol' is followed in the college. Minimum use of plastic is encouraged and single use plastic is totally banned. The college practices e-communication to reduce use of paper. Waste segregation is practiced across the campus, with separate bins for biodegradable and non-biodegradable. The non-biodegradable solid wastes are burnt in the incinerator installed in the college campus. The college uses biodegradable waste from campus, canteen, and hostels in its vermicomposting unit to produce bio-fertilizer for campus plants. Sanitary pad burners are installed for hygienic and eco-friendly disposal. The Nagaon Municipal Board collects solid waste from the college premise every alternate day.

Liquid waste Management

The college manages liquid waste through proper drainage and biological treatment.

E-Waste Management

The college has a MoU with vendors to manage electronic waste. E-wastes like unusable parts of computers, printers, memory cards etc. are disposed to vendors. Reusable parts are separated, recycled and/or used in other systems. This comprehensive approach features the college's commitment to sustainability and responsible waste management.

Hazardous Chemical Waste Management

Hazardous chemical wastes from laboratories are treated in the phytoremediation unit of the college where plants help neutralize harmful substances.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://nowgonggirlscollege.edu.in/upload/upload/Geo%20Tag%20Photos.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution
system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-

A. Any 4 or all of the above

reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies
of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The college has reserved seats for various categories, including ST, SC, OBC, culture, sports, and NCC. Deserving students are enrolled under government schemes and receive scholarships. Students also receive aid from student aid funds. Teachers use bilingual or multilingual methods for better communication. Five language departments accommodate students from diverse backgrounds.

Important events, festivals, dates are celebrated to inculcate the values of tolerance, harmony etc. Regular visit is undertaken to the adopted villages, Old Age Home, Blind School and orphanages.

Students are encouraged to volunteer with NCC and NSS, participate in activities related to inclusiveness, and select inclusive topics for field studies and projects. Facilities are provided for Divyang students. Students' representatives are included in various cells, bodies and committees.

The institution incorporates inclusiveness issues into its UG, PG, and add-on courses syllabi and promotes constitutional obligations among stakeholders through various activities. Important national days like Republic Day, Independence Day, Rastriya Ekta Divas, Teacher's Day, Constitution Day, and National Voters' Day are celebrated. Programs like talks, awareness rallies, plantation drives, and Swachh Bharat Abhiyan are organized, involving

students, teachers, non-teaching staff, and other stakeholders. The College Youth Festival aims to sensitize students towards constitutional obligations, and extension activities focus on Fundamental Duties and DPSPs of the Constitution of India.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The institution takes various steps for promotion of constitutional obligations among the stakeholders. Important national days like Republic Day, Independence Day, Rastriya Ekta Divas, Teacher's Day, Constitution Day, and National Voters' Day are regularly celebrated by the institution. Programmes like talks, awareness rallies, plantation drives, Swachh Bharat Abhiyan etc. are organised involving the students, teachers, non-teaching staff and other stakeholders. Events promoting constitutional values and responsibilities are also conducted through NSS and NCC. Syllabi of many regular and add-on courses include values, rights, duties and responsibilities. Beyond campus Swachta Abhiyan, plantation drives are organised involving local community as a part of ISR. Students are encouraged to select topics of field work and projects related to constitutional obligations. Environmental Studies is compulsory for UG students. Teachers and non-teaching staff are involved in the election process and Gunotsav. Election to the NGCSU is conducted democratically involving all students. Many activities during College Youth Festival are aimed at sensitization towards constitutional obligations. Dedicated RTI Cell headed by a Public Information Officer exists in the college to address public queries. Extension activities are carried out on issues included in the Fundamental Duties and DPSPs of the Constitution of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Nowgong Girls' College is dedicated to celebrating national and international commemorative days to raise awareness about significant issues, promote values, and encourage student participation in social, environmental, and health-related causes. The college celebrates National Science Day with composite programmes SCIFIESTA, organizing workshops, talks, and competitions to promote scientific thinking. On World Environment Day, the college collaborates with other organizations to promote environmental awareness among students. The 'NGC Green Hero award' for the session has been conferred to Sri Deepjyoti Bora, a

wildlife activist and pioneer of 'Save Tree Movement'. The college also organizes a mega blood donation camp.

Nowgong Girls' College celebrates other important national and international events, such as Republic Day, International Mother Language Day, International Women's Day, World Water Day, World Blood Donor Day, International Day against Drug Abuse and Illicit Trafficking, International Day for Biological Diversity, Menstrual hygiene Day, International Yoga Day, World Plastic Bag free Day, World Elephant Day, Independence Day, National Sports Day, International Literacy Day, World Rhino Day, Gandhi Jayanti, Rastriya Ekta Divas, Constitution Day, and Human Rights Day.

Such observances not only provide opportunities for learning but also foster social responsibility, environmental consciousness, and civic duty among students. These initiatives inspire students to participate in societal betterment and personal responsibility, contributing to their overall growth as responsible citizens.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Title: 'Guest of the Month' Program Featuring Various Notable Personalities

Goal:

It aims to inspire students by inviting distinguished personalities from diverse fields, and encouraging dedication in pursuing their aspirations.

Context:

Launched in 2023, featuring prominent personalities like authors,

entrepreneurs, and artists, it offers students an opportunity to learn from influential figures in various fields.

Practice:

Stalwarts like Apurba Sarma, Manoj Basumatary and Mrs. Namita Bhattacharya graced as Guests.

Evidence of Success:

The program has attracted high engagement from students, faculty, and locals, offering valuable insights and practical advice for future careers.

Problems Encountered:

The program has faced logistical challenges in managing a large audience, despite that it has successfully provided valuable learning experiences.

Title: Vibrant Saturday – A Platform for Co-Curricular Engagement

Goal:

It aims to create a dynamic environment for students which promote co-curricular activities like sports, cultural, literary, art, and drama to enhance students' overall development and creativity.

Context:

Keeping the temperament of NEP 2020, the program aims to allow students to explore their talents for their personal and academic growth.

Practice:

The program offers weekly co-curricular activities. Specialized trainings by inviting resource persons are offered to the students.

Evidence of Success:

It has succeeded in engaging students to promote their skills,

academic enrichment and students have won prizes in larger events.

Problems Encountered:

Despite logistical challenges the program has successfully fostered students' engagement and cultivated hidden aptitude.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Nowgong Girls' College, established in 1962, is a pioneering institution for women's education in central Assam. The college has played a significant role in advancing women's education, beginning its journey during a time when societal norms often denied women their right to education. It primarily serves students from socio-economically backward districts such as Nagaon, Karbi Anglong, Dima Hasao, Hojai, Morigaon, and neighbouring areas, addressing the educational needs of these socially and economically disadvantaged regions.

The institution faces the challenge of educating a significant number of students from marginalized communities, including Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC), minority groups, and economically weaker sections. Despite these challenges, Nowgong Girls' College remains committed to fostering a positive and determined approach to teaching. It strives to enhance the learning process, ensures holistic development of its students, and empower them for a brighter future.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Nowgong Girls' College is committed to effective curriculum delivery through various processes. It has adopted the NEP 2020 curriculum, aligning with its parent university's curriculum. The college's Prospectus and website provide information on programs and courses, while the Institutional Academic Calendar is based on Gauhati University's academic calendar. Students are informed about syllabus, chapterization, unitization, POs, COs, and PSOs in Master and departmental time tables. Teachers prepare teaching plans and document curricular activities in the departmental log book. Curriculum transactions are conducted through experimental, participative, and problem-solving methods. IQAC ensures regular capacity building, upgradation, and maintenance of TLM and ICT tools. The college identifies slow and advanced learners and develops special programs to address their needs. Online modules facilitate attendance records and study material distribution. Regular meetings of the Academic Council of NGC monitor academic activities and address student grievances. The Digital Library Module on the college website offers access to question papers and study materials. Parent-teacher meetings keep parents informed about their wards' academic progress. Feedback on curriculum implementation is collected from teachers and students. IQAC resolves any difficulties faced by departments, cells, and committees in adhering to the academic calendar.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://nowgonggirlscollege.edu.in/time_table.php

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

The Principal constitutes a committee at the beginning of the academic year to prepare the institutional academic calendar.

The committee reviews the university's calendar and customizes it according to the needs of the institution.

This calendar is primarily based on the academic calendar provided by the Gauhati University, which outlines key academic dates, holidays, exam schedules of internal and final examinations, conduct of field work and other important events for the year. The institutional academic calendar is then placed before the IQAC, Academic Council and departments for deliberation and adoption.

Efforts are given to ensure proper dissemination of information regarding the academic calendar among various stakeholders using digital and conventional means. The departments, committees & cells also prepare their own plan of actions for the entire academic year in line with the academic calendar.

The Principal, IQAC & Academic Council regularly monitor the progress of curricular & conduct of cocurricular & extra-curricular activities to ensure adherence to the schedule as mentioned in the academic calendar.

The Academic Calendar incorporates schedule for various aspects of continuous internal evaluation such as sessional examinations, assignments etc.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://nowgonggirlscollege.edu.in/upload/acalendar/2023-2024.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG

A. All of the above

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

40

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

12

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

number of students during the year	
843	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
843	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
The college follows the GU syllabus, incorporating crosscutting issues into its curriculum. Teachers are encouraged to provide additional input through talks, case studies, field visits, and project works. Common courses offered at the UG level include Environmental Studies, Yoga and Wellness (VAC), MDC, and mainstream subjects like Assamese, Bengali, Botany, Chemistry, English, Hindi, Economics, Education, etc. Add-on and certificate courses also incorporate important crosscutting issues, such as Gender, Professional Ethics, Human Values, Environment and Sustainability. These courses cover topics such as Self Defence, Human Rights, Gender Discrimination, Women Studies, Professional Ethics, Human Values, and Environment & Sustainability. The college has organized various programs and extension activities to integrate crosscutting issues. These include observing important days like International Women's Day, National Girl Child Day, Rashtriya Ekta Divas, World Environment Day etc. Workshops, lecture programs with Laokhowa Burachapori Conservation Society (LBSCS), Aaranyak, and Kaziranga National Park also highlight issues related to environment. NSS volunteers carry out regular cleanliness drives. Awareness programs on plantation, distribution of saplings, ban on single-use plastics, conservation, and beautification of historical sites are held in collaboration with alumni associations and local voluntary organizations, The administration awards Green	

Hero Award to those who work tirelessly for environmental conservation at the grass-root level. Project, field reports, departmental wall magazines also highlight these crosscutting issues.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

17

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

444

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://nowgonggirlscollege.edu.in/feedback&survey.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year**1000**

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))**2.1.2.1 - Number of actual students admitted from the reserved categories during the year****316**

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution identifies students based on their potential and conducts remedial and tutorial classes for slow learners. They provide simplified learning materials and handouts, teaching in both English and the vernacular medium, and counseling for slow learners. Teachers act as mentors, and bilingual teaching and targeted counseling create a supportive learning environment. The institution offers a range of provisions to support and recognize advanced learners. They are encouraged to make maximum use of books available in the college library and the departmental libraries. In-house seminars are organized and students are encouraged to participate. Various merit awards, scholarships and cash prizes of the institution serve as inspirations for academic excellence. The teachers contribute in a student-aid fund call Prerona, which helps the needy students of the college by lending books to them.

The institution offers interdisciplinary and socially useful certificate and add-on courses, career counseling programs, and

MoUs with professional institutes. Advanced learners are assigned leadership roles in various scholastic and co-scholastic activities and are informed about free Massive Open Online Courses (MOOCs) like Swayam. These measures aim to help students reach their full potential and contribute to a more inclusive learning environment.

File Description	Documents
Link for additional Information	https://nowgonggirlscollege.edu.in/upload/upload/strategy%20for%20slow%20and%20advanced%20learner.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
789	64

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College emphasises on implementation of participative and experiential learning methodologies and departments adopt various programmes to enhance student centric learning. Regular educational tours are organized by departments which include visits to other educational institutions, industries, and various relevant locations, allowing students to gain practical insights. Several departments have projects and field visits in the curriculum both at UG and PG level.

Academic programs like seminars, workshops and invited talks are organised both by the individual departments and centrally by the college and the students get the opportunity to interact with experts. These programs help the students to develop critical thinking, problem-solving, and networking skills.

In FYUGP course student seminars, group discussions and quiz

are compulsory for internal evolution. The annual college magazine reflects students' literary endeavour and departmental wall-magazines provide opportunity for participative learning.

Faculty exchange and student exchange is promoted to enhance learning experiences. Assignments and group projects are integral part of the teaching-learning process. Students involve in the observation of days and events of national and regional importance, as well as sociocultural and environmental issues.

To promote social cohesiveness cleanliness drives are conducted by students of NCC and NSS unit in neighbouring areas. NCC and NSS cadets also participate in blood donation camps.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://nowgonggirlscollege.edu.in/arts.php

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

The college has implemented various ICT initiatives to enhance the effectiveness of the teaching-learning process.

The college's ICT infrastructure includes: Students' Portal, Teachers' Portal and E-governance.

Students' Portal includes features like access to college prospectus, academic calendar, class routines, google class room, submission of assignments, access to online study materials, information, and accessibility to SWAYAM course, access of e-books and library facility using D space, KOHA and notifications from the college.

Important features of Teachers' Portal are recording and monitoring of class attendance, access to class routines, notifications from the principal's office, access to student data for academic use etc.

Within the Teachers' Portal, teachers can upload class notes and assignments. The college is equipped with 30 ICT-enabled

classrooms to conduct regular classes, one computer lab with a total of 60 computers.

In the domain of e-governance, verification of students' admission forms, display of merit lists, notices for students from parent-university etc. are also informed using ICT facility. Admission is being conducted through SAMARTH since 2023.

Teachers are strongly encouraged to organise and take part in conferences, seminars, and training programmes which encourage them in making efficient use of information and communication technology (ICT) in the classroom. They create e-content, including YouTube videos, for the benefit of the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://nowgonggirlscollege.edu.in/upload/upload/ICT.pdf

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

2.3.3.1 - Number of mentors

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

61

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

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

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

37

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

761

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Nowgong Girls' College, affiliated to Gauhati University, adheres to university's regulations and guidelines for assessment and evaluation process. Each academic session has its academic calendar, schedule for sessional examination and other scheme of internal assessment.

Attendance, assignment and sessional examination are the components of the internal assessment mechanism for CBCS. Any modification regarding assessment schedule, methods, or university directives on course-specific examinations are promptly communicated through the college website, student portal and WhatsApp groups.

In FYUGP course sessional examinations and assignments, seminar presentations, projects, and group discussions are the components of Internal Assessment. The college has an Examination Committee which is responsible for coordinating both internal and external examination activities. The respective teachers set the question papers of the SEC course.

Each semester comprises one Sessional Examination. Faculty members from respective departments prepare question papers for Sessional Examinations. Dates of assignments, internal examinations, submission of project and field reports are notified in central and departmental notice boards, college website and departmental WhatsApp groups.

After evaluation, students can review their answer scripts for self-assessment and also discuss assessment-related concerns with their teachers. Teachers maintain records of students' attendance in internal examinations, question papers, answer sheets, and marks sheets for academic documentation.

File Description	Documents
Any additional information	View File
Link for additional information	https://nowgonggirlscollege.edu.in/academic icc

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

Nowgong Girls' College handles internal assessment related grievances in a transparent manner. The institution has an Examination Grievance Redressal mechanism and students submit

their grievance in writing to the Principal. They can also submit their grievances in the grievance boxes. Students can appeal for re-evaluation and recounting of marks.

Students are informed in advance regarding the schedule of sessional examination and assignments. Students, who are unable to appear for the sessional examination due to genuine reasons are given the opportunity to appear for the exam at a later date, with a different set of question papers. However, applications with proper supporting medical documents need to be produced.

Unable to submit assignment on time due to medical or genuine reasons, student can request a mercy chance by an application to the Head of the department along with valid documents. The college also provides students the scope to review their answer scripts for self-assessment and discuss assessment-related concerns with their teachers. Any discrepancies reported by students are promptly resolved.

Queries regarding results, corrections in mark sheets, or the absence of internal marks in university-issued mark sheets are promptly addressed by the Principal's office. Such grievances are then forwarded to the respective departments for rectification. Once rectified, the office sends the corrected information to the university.

File Description	Documents
Any additional information	View File
Link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) are essential components of curriculum design and academic planning. These are meticulously documented on the college website and departmental webpages. Orientation programs are organized at the start of each academic session, and learning outcomes are assessed through examinations, classroom interactions, assignments, and tests.

Slow and advanced learners are identified based on their performance in these assessments. Teachers and mentors work diligently to ensure all students, including fast and slow learners, achieve their POs, PSOs, and COs. Regular feedback from students and stakeholders is collected to understand their experiences and accomplishments. Various strategies and procedures are used to evaluate the success of a programme and course, including class tests, semester examinations, assignments, seminars, group discussions, quizzes, project work, field reports, and practical and laboratory work. The performance of students in these assessments helps teachers evaluate their learning outcomes and attainment. Faculty members ensure students are aware of these outcomes at the beginning of each semester and during departmental orientation programs, promoting a proactive approach to aligning students' efforts with expected learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://nowgonggirlscollege.edu.in/science.php
Upload COs for all courses (exemplars from Glossary)	View File

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

The college assesses Program Outcomes (POs) and Program Specific Outcomes (PSOs) alongside the Course Outcomes (COs) of relevant courses using both direct and indirect methods. Direct methods of assessment focus on evaluating students' knowledge and skills through examinations or observations. The evaluation of POs, PSOs, and COs is primarily based on students' performance in semester examinations and internal assessments. In the semester examination conducted by the affiliating university for CBCS Course 80% assessment of the course is assessed by the university in the end-semester exam. The remaining 20% weightage for internal assessment is allocated to assess the course outcomes. But, for FYUGP Programme 40% weightage is allocated for internal assessment. Continuous internal evaluation methods include home assignments, group discussions, seminar presentations, quizzes, etc., throughout the semester.

The performance of the students is assessed and analysed after declaration of results of sessional and end semester examinations. The teachers and mentors continuously work to ensure attainment of POs, PSOs and COs among the advanced and slow learners. Regular feedback is taken from the students to understand their overall experiences. The attainment of POs is assessed through the progression records of alumni. It helps to assess how well the institute's programmes have prepared graduates to succeed in their careers and contribute to society over time.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://nowgonggirlscollege.edu.in/upload/upload/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

354

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://nowgonggirlscollege.edu.in/upload/upload/2.6.3.pdf

2.7 - Student Satisfaction Survey

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

<https://nowgonggirlscollege.edu.in/feedback&survey.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****88.28**

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

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****2**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.anrfonline.in/ANRF/HomePage; https://www.drdo.gov.in/drdo/labs-and-establishments/defence-research-laboratory-drl

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

30

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****26**

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****32**

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The college is dedicated to community engagement through various extension activities that promote social responsibility among students. Students are encouraged to participate in outreach programs like Swachh Bharat Abhiyan, tree plantation drives, and theme-based activities like street plays and rallies. These activities enhance their academic growth, leadership skills, self-confidence, and personal values while benefiting the local community and society. The NCC and NSS units of NGC participate in extension works and charitable activities in the neighborhood community, adopted villages, and local educational institutions.

Key activities:

- **Environmental Campaigns:** World Plastic Bag Free Day, Indian Swachhata League, and plantation drives are organised for reducing plastic use, and disseminating the ideas of cleanliness, and afforestation.
- **Social Awareness:** Viksit Bharat Sankalp and Puneet Sagar Abhiyan aim at promoting government schemes and cleanliness awareness.
- **Health and Welfare:** The College hosts a Mega Blood Donation Camp and celebrates International Women's Day with a road safety campaign.
- **Cultural and Educational Outreach:** Poetry competitions, Children's Day, and talk on historical monuments emphasize on cultural preservation and academic engagement.

The college and its NSS unit have also undertaken significant steps to conserve the historical site of Jongal Bolohu and support its beautification and landscaping. Additionally, the college offers a Taekwondo training program for self-defense of girl students and children of neighboring communities.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/cells.php
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**01**

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****16**

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****437**

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

40

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

14

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Nowgong Girls' College has modernized its teaching and learning facilities, including ICT-enabled classrooms, digital conference halls, seminar halls, and laboratories. The college also has a Mushroom Production Centre, vermicomposting facility, and an Ethnic Handloom Weaving Centre. A Psychology Lab was built on the second floor, and a Digital Weather Station was installed on the roof. The Department of Zoology has adequate infrastructure for vermicomposting and ornamental fish production. The Centre for Sustainable Development has created benches made of recycled waste plastic and an art installation of an elephant made from plastic waste. Seven new rooms were constructed to meet the rising demand for hostel accommodation. The campus is Wi-Fi enabled, with leased line connections and broadband connections available. The Computer Centre offers skill enhancement courses and self-financed computer courses. The college app provides online attendance and class records, and the college website offers e-resources for students. The college library has over 50984 reading materials, and all departments have departmental libraries. The college has a well-functioning water supply system, an incinerator, and a sanitary pad vending machine. Generators provide power backup.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/Master%20List.pdf

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

The college has comprehensive for cultural activities that is looked after by Cultural Secretary of the NGCSU. The college auditorium hosts cultural programs, including College Week, College Foundation Day, Freshers' Social, and Women's Day Celebrations. Yoga practices and workshops are also conducted in Kushilava.

The college offers ample infrastructure for games and sports, including table tennis, carom, chess, etc. Basketball and

volleyball courts are available in front of the auditorium. Besides it is used by the students to play outdoor games such as kabbadi, kho-kho, shot put, javelin throw, tug of war, etc. The college Indoor Stadium is used for various sports like badminton and Taekwondo. The Noorul Amin Stadium is used for major games during College Week.

The college also has a mini gymnasium with modern amenities, including dumbbells, arm wrestling tables, fly benches, weightlifting equipment, twisters, push-up stands, and weight machines. Students practice powerlifting and weightlifting in the gymnasium, winning numerous medals in different competitions.

The college has a dedicated Yoga Cell, where professional yoga instructors are invited to conduct yoga practices and workshops in Kushilava. Health services are provided to the needy students, with free services provided by the Health and Fitness Centre on every Saturdays.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/4.1.2.pdf

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

37

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

37

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/lab.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

105.25841

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Mahesh Chandra Dev Goswami Central Library of the College has a vast collection of over 50984 books and other reading materials, including manuscripts. The library is housed in a spacious two-story building with a circulation section, stack area, teachers' reading room, and separate corners for manuscripts and reference collection. The library also houses the Mahesh Chandra Dev Goswami and Jyotirmoyi Devi memorial collection donated by Dr. Ranjit Dev Goswami. The first floor houses the student's reading room and digital corner, which offers computer facilities for accessing e-resources such as manuscripts, college magazines, question papers, thesis, MRP, college publications, e-books, and e-journals uploaded in D-

Space. The library uses KOHA software for data entry and manages vital library operations such as circulation, cataloguing, and OPAC system. The library practices an open access system, with stack guides and stack guides for users to access resources. An orientation program is organized at the beginning of each academic session to familiarize new enrolled students with library rules and regulations. Specialized services offered by the library include Xeroxing service, N-List, and other services through INFLIBNET. The library also has its own Wi-Fi facility for users' convenience.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://nowgonggirlscollege.co.in/dlibrary.php

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.73715

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

4.2.4.1 - Number of teachers and students using library per day over last one year

70

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Nowgong Girls' College has advanced IT facilities that require continuous maintenance and upgradation. A dedicated technical staff and an IT Cell are responsible for maintaining the infrastructure, including repairs and maintenance. The Purchase Committee oversees purchasing IT equipment, installing new software and replacing old ones. Electrical appliances and equipment are regularly updated and maintained, including CCTVs and solar pavement lights. ICT facilities for academic transactions, such as projectors, smart boards, computers, and LCD TVs, are regularly upgraded. Cables, modems, and Wi-Fi routers are maintained for seamless internet access. The administrative office's equipment, including computers, laptops, printers, and scanners, is also regularly upgraded. College automation software and other operating system and application software, as well as the College Android/IOS mobile app, are also updated. The college website is regularly updated with various modules. The dedicated IT Cell, composed of experienced teachers, is responsible for upgrading and maintaining IT facilities. The college provides extensive ICT resources to students, faculty, and staff, including 2 servers, 134 computers, 16 printers, 27 smart TVs, 6 LCD projectors, 1

interactive smart board, and 37 ICT-equipped classrooms. The college also features a computer lab, LAN-connected desktops for administrative tasks, a library with 20 desktops with internet and printer facilities, and a portal for notifications and e-governance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.co.in/

4.3.2 - Number of Computers

130

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

36.61858

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The policy document outlines the maintenance and utilization of the institution's facilities and assets. Committees and cells are responsible for updating these policies and ensuring compliance. The Construction Committee prepares plans and estimates for construction works, while the purchase committee oversees physical facility maintenance and utilization as per approval of the Governing Body. An IT Cell, composed of experienced teachers, is responsible for upgrading and maintaining IT facilities. The Librarian and Library Committee looks after the maintenance and optimum utilization of available resources of the Central Library. It manages library activities, including book procurement, budget allocation, and infrastructure maintenance. Departmental staff maintain and operate departmental libraries, with department heads coordinating maintenance in consultation with the college Principal. The Governing Body, Planning Board & PMU oversee necessary arrangements for applying and for acquisition of funds from various sources such as U.G.C., RUSA, and other government agencies & allocation of budget for various activities. RUSA coordinator is appointed by the principal, as per approval of the Governing Body who is responsible for managing all related tasks. The warden and the Hostel Committee look after the maintenance and utilization of hostel facilities. There is proper monitoring system regarding the utilization and security of all facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/pmu.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1188

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

27

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	https://nowgonggirlscollege.edu.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

2089

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

2089

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

15

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

128

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

27

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The College has a student representative body known as Nowgong Girls' College Students' Union. NGCSU consists of 13 elected office bearers and 7 class representatives. The college holds elections for NGCSU office bearers and class representatives annually, allowing both UG and PG students to contest various posts. All the students cast votes for candidates.

Key objectives of NGCSU are-

- To promote the physical, mental, emotional, and spiritual well-being of students,
- To foster socio-cultural responsibility for students' improvement,
- To cultivate unity, fraternity, and brotherhood among students,
- To advocate for students' genuine grievances and aspirations through democratic, non-violent means,
- To create a healthy and disciplined educational environment.

The NCC and NSS units consist of 50 and 100 student volunteers respectively. Students are regularly nominated to various statutory and non-statutory bodies, cells and committees of the College. Student representatives of such cells and committees are selected and nominated by the Principal in consultation with the IQAC and NGCSU office bearers. These include IQAC, RUSA PMU, Construction & Purchase Committee, Anti Raging Cell, Grievance Redressal Cell, Internal Complaints Committee, and Committee against Sexual Harassment etc. Various cocurricular activities are organised each Saturday under the banner of 'Vibrant Saturday'.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/students_union.php
Upload any additional information	View File

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**57**

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumnae Association of Nowgong Girls' College was formed in the year 2003. On 28 July, 2022, the association was officially registered under the Societies Registration Act XXI of 1860. Since its inception, it has been working effectively, and it has steadily grown into a full-fledged organization. Various activities are performed by the Alumnae Association from time to time for the benefit of students. It also provides support to the college in different ways on regular basis. Such activities include-

- College canteen is run and managed by the Alumnae Association.
- Conducting a course on cutting and tailoring which has helped in the skill development and employability of students.
- Collaboration with NCC and NSS units of college in organising voluntary blood donation camps.

Working with faculty members to provide food, clothing and other necessary things during flood.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/Alumnae%20Activities%202023-24.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Nowgong Girls' College, established in the year 1962 is a pioneer institution for girls' education in central Assam. The students of the College come from a wide range of socio-economic backgrounds with rich diversity of intellectual and cultural values.

The vision of the institution is to be a centre of excellence for woman education.

The mission is

- To provide access of higher education to girls**
- To empower girls economically, socially and politically**
- To nurture girls to enable them to become worthy citizens**
- To foster nexus of human values**

The College, with its dedicated teaching faculty and efficient administrative staff, is committed to prepare students for their chosen careers and equip them to face future challenges of life. The institution focuses not only on academic excellence but also on nurturing strong character and personality, empowering students to become responsible citizens. The College offers ample opportunity to its students

to develop their potentialities in their choice of co-curricular and extra-curricular domains through competition and participation in various events.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/gv_body.php
Upload any additional information	View File

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

Nowgong Girls' College is a decentralized institution that operates under various governance structures. The Governing Body (GB) is the executive authority, with a President nominated by the state-government. The GB is composed of members from the teaching staff, non-teaching staff, guardians, and librarians. The Principal serves as the ex-officio secretary of the GB.

The college administration is led by the Principal, with non-teaching staff playing a crucial role in its smooth functioning. The Internal Quality Assurance Cell (IQAC) manages policy matters and decisions, while the Academic Council supervises academic matters and proposes strategies for enhancing facilities.

Decentralization of management is ensured through democratic representation of teachers, non-teaching staff, students and other stakeholders at different levels. Apart from IQAC, Academic Council, Construction Committee, Purchase committee, committee for RUSA & PMU, the Institution has different statutory and non-statutory bodies, committees and cells which provide ample opportunities for participatory management. The Anti-Ragging Cell, Grievance Redressal Cell, and Code of conduct Monitoring Committee, Internal Complain Committee ensure a healthy, enjoyable, and disciplined environment in the college. The Student Union democratically presents students' common concerns to the college authority through their organisation called Nowgong Girls' College Students' Union (NGCSU).

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/ac_council.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Nowgong Girls' College is dedicated to create a comprehensive plan for achieving excellence in both academic and infrastructural development. The vision and mission of the institution provide a roadmap for achieving the institution's long-term goals and objectives. The strategic plans of the institution primarily focus on enhancing academic excellence, work quality, research, and infrastructural development.

The IQAC continuously works for enhancement of academic matters of the institution under the supervision of the Principal and GB and in collaboration with various other organs of the institution. It looks after the implementation of the flagship programmes of the college. The Academic Council is responsible for defining the goals and strategies for all academic affairs.

Notification, constitution and functioning of various Statutory Committees & Cells and other non-statutory bodies of the institution are accomplished as per the policy document and relevant government guidelines.

The Academic Council, consisting of the Principal, Vice Principal, Heads of Departments, the IQAC coordinator and the librarian is formed to ensure the effective implementation of diverse academic objectives. The council oversees class schedules, the academic calendar, internal examinations, and other related matters.

The administration ensures effective infrastructural expansion that is aided by government and own funds.

The vision plan of the college was prepared in the year 2020. Some of the goals of the vision plan has already been achieved and thereby it was revisited and action plan has been chalked out in order to accomplish the goals by 2030.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://nowgonggirlscollege.edu.in/vision_2030.php
Upload any additional information	View File

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

The Governing Body (GB) is the apex decision making body. Its members are appointed as per government guidelines. Four meetings of GB are convened in a year to review leave of the teaching and non-teaching staff, audit report, budget, oversee administrative and academic audits, and the appointment and promotion processes. The Principal leads the college's management and administration. The Internal Quality Assurance Cell (IQAC) establishes norms and standards for quality and excellence, with active participation from all departments. The principal conducts regular meetings with the teaching and non-teaching staff, the students' union, to ensure effective policy implementation.

The services of the employees are regulated as per the Assam College Employees (Provincialisation) Act, 2005, Assam College Employees (Provincialisation) Rules, 2010, Assam Services (Discipline & Appeal) Rules, 1964 & Assam Civil Services Conduct Rules 1965. Teacher promotions follow the Government's rules and guidelines under the Career Advancement Scheme (CAS), while non-teaching staff promotions are based on vacancies and seniority. Recommendations for both are forwarded to the Director of Higher Education for approval. The college has various committees and cells to oversee different activities and execute various plans and policies. The institution follows all applicable rules, regulations & guidelines as notified by the UGC & DHE.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/gv_body.php
Link to Organogram of the Institution webpage	https://nowgonggirlscollege.edu.in/organogram.php
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The college has implemented comprehensive welfare measures for teaching and non-teaching staff. "Teachers finance cum scholarship fund" is a corpus fund maintained with the contribution of teaching and non-teaching staff for providing financial help to them and also to the needy students. Need based loan for college employees with a low interest rate is provided by "Teachers cum Employees Self Help Group".

There is a Group Insurance and Provident Fund facility for the permanent staffs. The contractual teachers benefit from periodic pay revisions.

The College authority encourages teaching staffs to participate in Orientation, Refresher, and Short-Term Courses and grants

Duty leave for participation. Similarly, non-teaching staff are encouraged to engage in Professional Development Courses related to college administrative work.

The College arranges free health check-up camps, voluntary Blood Donation Camps etc. for its employees. In case of serious medical condition, the college and its stakeholders provide significant financial assistance. In case of employees' leave the guidelines of UGC and the Government of Assam are followed.

Each department is equipped with dedicated libraries, computers, projectors, and high-speed internet facilities. The college has a central library for broader access to resources. There is an Internal Complaint Committee to examine incidents of sexual harassment in the institution and also gymnasium for the members.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/6.3.1.pdf
Upload any additional information	View File

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

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

0

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

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**7**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****20**

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The IQAC of the college collects Self-Appraisal Reports and departmental reports annually from teaching staff and conducts Academic and Administrative Audits.

The performance of a faculty is classified into Teaching, Learning and Evaluation related activities, Co-Curricular and Extension activities and Professional Development related activities such as Research Publications and Academic Contributions. Weightages are assigned to these categories in the form of Academic Performance Index (API). During the promotion process, the IQAC and subject experts from the screening committee nominated by Gauhati University evaluate the Self-Performance Appraisal Format prescribed by the UGC. Once certified by the principal, these formats are forwarded to the office of the Director of Higher Education (DHE), Govt. of Assam, for the placement and promotion of teachers under the Career Advancement Scheme (CAS). Records of individual faculty member are maintained in service books.

For non-teaching employees, Annual Confidential Reports are certified by the principal and sent to the office of the DHE for their placement and promotion. If an employee does not get promotion and has to hold his/her office in the same post for 10 years, he/she gets due benefits under Modified Assured Career Progression (MACP) scheme.

Online feedback process is initiated at the end of every academic year from students, parents/guardians and alumnae for academic and administrative development of the institution.

File Description	Documents
Paste link for additional information	https://directorateofhighereducation.assam.gov.in/documents-detail/cas-promotion
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution adheres to a transparent and well-established financial management mechanism. The Governing Body (GB) closely monitors utilisation of funds and ensures optimal use of available financial resources. Regular internal and external financial audits are conducted. This system ensures accountability and effective financial planning, aligning with the institution's goals and priorities.

Internal Audit: The Internal Audit is a continuous process conducted by a qualified Chartered Accountant. Its purpose is to examine the books of accounts, review current accounts, and provide suggestions for improvement. This internal audit helps ensure that the accounts are maintained accurately, identifying any discrepancies.

External Audit: The External Audit is conducted by the Auditor General of Assam, facilitated through the office of the Director of Higher Education of Assam. The External Audit process helps the college in maintaining financial integrity which also serves as an independent review to validate the college's financial records and practices.

Additionally, college keeps records of staff salary statements and deductions like GPF, PF, and loans from financial institutions.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/finances.php
Upload any additional information	View File

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

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

13.88

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The major sources of funding of the institution include students' admission fees, funds and grants from governmental and non-governmental bodies, salary grants from the Government of Assam.

The College submits various proposals to meet the financial requirements of funds for construction, upgradation, renovation, and repair of essential infrastructure. This includes classrooms, offices, libraries, hostels, common rooms, and other basic facilities. The college seeks financial assistance from various sources, such as UGC, RUSA, the State Government, and other organizations.

Teaching staffs submit research proposals to various funding agencies like UGC, DST, DBT, ICSSR, ICHR, ICPR, ICAR, etc. The college organizes seminars and workshops with financial assistance from government and non-governmental organizations, and PSUs. It occasionally receives special grants from the State Government. Funds are utilised properly and utilization reports are submitted promptly.

The college generates funds by introducing Self Financing Courses, students' admission, hostel fee, KKHSOU centre, rent from post office and government and non-government departmental examinations, conference hall and auditorium. The institution uses staff donations to establish a welfare fund to assist economically disadvantaged students.

Major portion of internally generated fund is spent for payment of salary to contractual, part-time and guest teachers and other non-teaching staff.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/facilities.php
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) is dedicated to enhancing and maintaining the quality of the institution. It has formulated strategies to improve the capabilities of students, teachers, and non-teaching staff.

The IQAC of the College works for ensuring quality assurance through the following strategies-

- **Signing of MOUs and establishment of Linkages with several institutions and organisations to promote faculty/student exchange, research, cocurricular & extra-curricular activities etc.**
- **Expanding extension activities through NSS, NCC, and other college wings.**
- **The establishment of various cells and committees to serve diverse goals.**
- **Initiation of online feedback system to collect and analyse feedback from various stakeholders**
- **Preparing the Academic calendar in accordance with the norms of the affiliated university.**
- **Conduct of online admissions, student placement drives, competitive examination coaching, counselling sessions etc.**
- **Submission of data for AISHE.**
- **Implementing Audit practices, facilitation of conduct of Academic and Administrative Audit, Green, energy, environment audits.**
- **Awareness camps on promotion of health and hygiene of girls.**
- **Community service involving students, alumnae and college staff like relief distribution, conduct of blood donation camps etc.**
- **Upgradation and maintenance of existing infrastructure &**

addition of new infrastructure.

Organisation of seminars, workshops and training for continuous academic improvement.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/upload/upload/6.5.1 link renewed.pdf
Upload any additional information	View File

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

The IQAC implements various quality assurance strategies and processes to ensure the continuous improvement of the teaching-learning process, operational structures, and learning outcomes. The Academic Council meets regularly to address issues on academic matters.

The IQAC gathers feedback from students, faculty, alumnae, and employers on curriculum, teaching-learning process and academic environment of the college. Analysing feedback, reports are prepared to initiate reforms and improvements.

The IQAC supervises mentoring system that fosters interactions between students and faculty, aiding in assessing students' learning levels by identifying the slow and advanced learners. It then takes appropriate steps to support their progress.

The IQAC prioritizes infrastructure growth, especially in terms of ICT facilities, recognizing their crucial role in academic advancement.

Internal & external academic audit are carried out by the IQAC through external experts.

Teachers' diary & log books are maintained at departmental levels. The IQAC oversees the preparation of the Academic Calendar, Time Table, Teaching & Lesson plans etc. and work to ensure overall adherence to them. The IQAC periodically reviews the existing policies, plans, rules, regulations & guidelines of the Institution and ensures compliance to the same as well

as upgrade them as and when necessary.

File Description	Documents
Paste link for additional information	https://nowgonggirlscollege.edu.in/naac.php
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://nowgonggirlscollege.edu.in/aqar.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has initiated the following measures for promotion of gender equity:

- **Gender Sensitization programmes, awareness rallies, talks are conducted.**

- Gender related crosscutting issues are incorporated in the curriculum.
- Few add-on courses also promote gender equity. Annual Gender Sensitisation Action Plan has been prepared
- Observance of National Girl Child Day, International Women's Day etc.
- Campus security is ensured through CCTV cameras, security guards, proper boundary walls etc.
- Lectures on women safety, rights and training programs related to self-defence are conducted.

The college provides 256 boarding facilities, enforces guidelines through anti-harassment and anti-ragging bodies, offers scholarships, and provides a well-run cafeteria with hygiene facilities, and conducts career counseling, psychological counselling & health camps for the students. Toilet facilities, Common rooms, gymnasium, fitness and recreational facilities etc. are also available for students. Sanitary napkin vending machines and incinerators are installed in the campus & hostels. The underprivileged and meritorious students are offered scholarships. There is crèche in the campus for the college fraternity. The institution has implemented gender equity programs in its adopted village as part of its effort to promote social responsibility and extension service.

File Description	Documents
Annual gender sensitization action plan	https://nowgonggirlscollege.edu.in/upload/upload/Gender%20Equality%207.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://nowgonggirlscollege.edu.in/upload/upload/7.1.1%20b%20women%20facilities.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste Management

To reduce solid waste 'Green Protocol' is followed in the college. Minimum use of plastic is encouraged and single use plastic is totally banned. The college practices e-communication to reduce use of paper. Waste segregation is practiced across the campus, with separate bins for biodegradable and non-biodegradable. The non-biodegradable solid wastes are burnt in the incinerator installed in the college campus. The college uses biodegradable waste from campus, canteen, and hostels in its vermicomposting unit to produce bio-fertilizer for campus plants. Sanitary pad burners are installed for hygienic and eco-friendly disposal. The Nagaon Municipal Board collects solid waste from the college premise every alternate day.

Liquid waste Management

The college manages liquid waste through proper drainage and biological treatment.

E-Waste Management

The college has a MoU with vendors to manage electronic waste. E-wastes like unusable parts of computers, printers, memory cards etc. are disposed to vendors. Reusable parts are separated, recycled and/or used in other systems. This comprehensive approach features the college's commitment to sustainability and responsible waste management.

Hazardous Chemical Waste Management

Hazardous chemical wastes from laboratories are treated in the phytoremediation unit of the college where plants help

neutralize harmful substances.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://nowgonggirlscollege.edu.in/upload/upload/Geo%20Tag%20Photos.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the

institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The college has reserved seats for various categories, including ST, SC, OBC, culture, sports, and NCC. Deserving students are enrolled under government schemes and receive scholarships. Students also receive aid from student aid funds. Teachers use bilingual or multilingual methods for better communication. Five language departments accommodate students from diverse backgrounds.

Important events, festivals, dates are celebrated to inculcate the values of tolerance, harmony etc. Regular visit is undertaken to the adopted villages, Old Age Home, Blind School and orphanages.

Students are encouraged to volunteer with NCC and NSS, participate in activities related to inclusiveness, and select inclusive topics for field studies and projects. Facilities are provided for Divyangyan students. Students' representatives are included in various cells, bodies and committees.

The institution incorporates inclusiveness issues into its UG, PG, and add-on courses syllabi and promotes constitutional obligations among stakeholders through various activities. Important national days like Republic Day, Independence Day, Rastriya Ekta Divas, Teacher's Day, Constitution Day, and National Voters' Day are celebrated. Programs like talks, awareness rallies, plantation drives, and Swachh Bharat Abhiyan are organized, involving students, teachers, non-teaching staff, and other stakeholders. The College Youth Festival aims to sensitize students towards constitutional

obligations, and extension activities focus on Fundamental Duties and DPSPs of the Constitution of India.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The institution takes various steps for promotion of constitutional obligations among the stakeholders. Important national days like Republic Day, Independence Day, Rastriya Ekta Divas, Teacher's Day, Constitution Day, and National Voters' Day are regularly celebrated by the institution. Programmes like talks, awareness rallies, plantation drives, Swachh Bharat Abhiyan etc. are organised involving the students, teachers, non-teaching staff and other stakeholders. Events promoting constitutional values and responsibilities are also conducted through NSS and NCC. Syllabi of many regular and add-on courses include values, rights, duties and responsibilities. Beyond campus Swachta Abhiyan, plantation drives are organised involving local community as a part of ISR. Students are encouraged to select topics of field work and projects related to constitutional obligations. Environmental Studies is compulsory for UG students. Teachers and non-teaching staff are involved in the election process and Gunotsav. Election to the NGCSU is conducted democratically involving all students. Many activities during College Youth Festival are aimed at sensitization towards constitutional obligations. Dedicated RTI Cell headed by a Public Information Officer exists in the college to address public queries. Extension activities are carried out on issues included in the Fundamental Duties and DPSPs of the Constitution of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Nowgong Girls' College is dedicated to celebrating national and international commemorative days to raise awareness about significant issues, promote values, and encourage student participation in social, environmental, and health-related causes. The college celebrates National Science Day with composite programmes SCIFIESTA, organizing workshops, talks, and competitions to promote scientific thinking. On World Environment Day, the college collaborates with other organizations to promote environmental awareness among students. The 'NGC Green Hero award' for the session has been conferred to Sri Deepjyoti Bora, a wildlife activist and pioneer of 'Save Tree Movement'. The college also organizes a mega blood donation camp.

Nowgong Girls' College celebrates other important national and international events, such as Republic Day, International Mother Language Day, International Women's Day, World Water

Day, World Blood Donor Day, International Day against Drug Abuse and Illicit Trafficking, International Day for Biological Diversity, Menstrual hygiene Day, International Yoga Day, World Plastic Bag free Day, World Elephant Day, Independence Day, National Sports Day, International Literacy Day, World Rhino Day, Gandhi Jayanti, Rastriya Ekta Divas, Constitution Day, and Human Rights Day.

Such observances not only provide opportunities for learning but also foster social responsibility, environmental consciousness, and civic duty among students. These initiatives inspire students to participate in societal betterment and personal responsibility, contributing to their overall growth as responsible citizens.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Title: 'Guest of the Month' Program Featuring Various Notable Personalities

Goal:

It aims to inspire students by inviting distinguished personalities from diverse fields, and encouraging dedication in pursuing their aspirations.

Context:

Launched in 2023, featuring prominent personalities like authors, entrepreneurs, and artists, it offers students an opportunity to learn from influential figures in various fields.

Practice:

Stalwarts like Apurba Sarma, Manoj Basumatary and Mrs. Namita Bhattacharya graced as Guests.

Evidence of Success:

The program has attracted high engagement from students, faculty, and locals, offering valuable insights and practical advice for future careers.

Problems Encountered:

The program has faced logistical challenges in managing a large audience, despite that it has successfully provided valuable learning experiences.

Title: Vibrant Saturday – A Platform for Co-Curricular Engagement

Goal:

It aims to create a dynamic environment for students which promote co-curricular activities like sports, cultural, literary, art, and drama to enhance students' overall development and creativity.

Context:

Keeping the temperament of NEP 2020, the program aims to allow students to explore their talents for their personal and academic growth.

Practice:

The program offers weekly co-curricular activities. Specialized trainings by inviting resource persons are offered to the students.

Evidence of Success:

It has succeeded in engaging students to promote their skills, academic enrichment and students have won prizes in larger

events.

Problems Encountered:

Despite logistical challenges the program has successfully fostered students' engagement and cultivated hidden aptitude.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Nowgong Girls' College, established in 1962, is a pioneering institution for women's education in central Assam. The college has played a significant role in advancing women's education, beginning its journey during a time when societal norms often denied women their right to education. It primarily serves students from socio-economically backward districts such as Nagaon, Karbi Anglong, Dima Hasao, Hojai, Morigaon, and neighbouring areas, addressing the educational needs of these socially and economically disadvantaged regions.

The institution faces the challenge of educating a significant number of students from marginalized communities, including Scheduled Castes (SC), Scheduled Tribes (ST), Other Backward Classes (OBC), minority groups, and economically weaker sections. Despite these challenges, Nowgong Girls' College remains committed to fostering a positive and determined approach to teaching. It strives to enhance the learning process, ensures holistic development of its students, and empower them for a brighter future.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action

Achievements/ Outcomes

Preparations for conducting Academic and Administrative Audit.

Audit team from GU notified.

Centre for Translation and Publication formed.

Teachers, students appealed to submit manuscripts

Centre for Sustainable Development formed.

- Constructed seats with plastic bottles
- Built a roof-top vegetable garden,
- Designed an ethnic eatery at Laokhowa-Barunguri EDC.
- A certificate course to introduce.

Online coaching by Information and Career Guidance Cell

Provided guidance for CUET, NET, SLET, TET, SSC.

Publication of bi-annual News Bulletin "Innerbeams".

Two issues published.

Organization of "Guest of the Month".

Prominent personalities: Apurba Sarma, Manoj Basumatary, and Namita Bhattacharjee invited.

Printing of Table Calendar, Monthly Planner.

Task accomplished.

Construction of Plastic Banks for plastic free campus

Implemented.

Measures for disposal of waste.

Plastic waste reused. Biodegradable waste used for composting.
NMB collects solid waste

Preparation for submission of AQAR 2022-23.

Submitted, but not accepted due to technical error.

Promotion of Basic Science

Talks, workshops, awareness drive hosted to promote basic science.

Plan for organizing International Workshop on Ecosystem and Wildlife of Assam.

Preparation in process.

"Vibrant Saturday" introduced to nurture students' talents in various co-curricular activities.

Various programmes organized continuously.

To introduce Integrated Teacher Education Program

Proposal already submitted to NCTE.

To introduce Mushroom Production Unit

Already executed, mushroom produced.

Proposal for introducing "Cloth Bank"

Executed by Dept. of Education.