SELF STUDY REPORT
FOR
RE-ACCREDITATION

SUBMITTED
TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE - 560 072

NOWGONG GIRLS' COLLEGE
P.O. - HAIBORGAON
DIST: NAGAON
PIN- 782002
ASSAM

WEBSITE:
Email:

Office of the Principal

Nowgong Girls' College

Nagaon, Pin - 782 002 (Assam)

Phone & Fax : 03672-220667 (O), email : principalngc@gmail.com

Ref. No. - NGC/141/NAAC/2014/6448 Date - 30/05/2014

From: Dr. A. D. Bordoloi
Principal
Nowgong Girls' College

To: The Director
National Assessment and Accreditation Council
P.O. Box No. 1075, Nagarbhavi
Bangalore: 560072

Sub : *Uploading of Self Study Report for Re-accreditation.*

Respected Sir,

I have the honour to inform you that the Self- Study Report for Re-accreditation of Nowgong Girls' College is uploaded in the college website today on 30-05-2014.

This is for your kind information and perusal.

With regards

Yours sincerely,

(Dr. A. D. Bordoloi)
Principal
Nowgong Girls' College
Nagaon :: Assam

Office of the Principal

Nowgong Girls' College

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Ref. No. - NGC/141/NAAC/2014/6448 Date - 30/05/2014

DECLARATION

It is certified that the information provided in this Self Study Report (SSR) of the College, for 2nd cycle of Re-accreditation by NAAC, are true to the best of my knowledge. This SSR is prepared by the IQAC through proper discussions with the stakeholders, and no part thereof has been outsourced.

We all are aware that the esteemed members of the Peer team will visit our institution for re-accreditation soon after receiving the SSR of the college.

Yours sincerely,

A D Bordoloi

(Dr. A. D. Bordoloi)
Principal
Nowgong Girls' College
Nagaon :: Assam

Office of the Principal

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(Dr. A. D. Bordoloi)
Principal
Nowgong Girls' College
Nagaon :: Assam

SELF STUDY REPORT FOR RE-ACCREDITATION

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PREFACE

Nowgong Girls' College is identified as a premier institute of higher education for women in central Assam. It has been continuing its glorious journey since 12 September 1962. Established as Nowgong Girls' College, this institute was later known as "Lal Chand Todi Girls' College" and finally in 1968 it has been renamed as Nowgong Girls' College. Since then, the college has been fulfilling its desire to offer higher education for women of Nagaon and its adjacent districts. The college is affiliated to GU and is included under Section 2(f) of the UGC act 1956.

The college owes its existence to the inspired pioneering works and foresightedness of its prime mover and guiding spirit of Late Mahesh Chandra Dev Goswami, the founder Principal and eminent educationist of Assam. Since its inception the college has flourished under these academicians cum administrators as its Principal. They were Dr. Ratna Kanta Baruah (1982- 84), Sri Bimal Kumar Bora (1984-97) and Sri Apurba Sarma (1997-2002). At Present Dr. Ajanta Dutta Bordoloi is the Principal of the college.

Vision:

To develop the college as a Centre of Excellence for women education and North East Studies

Mission:

- To provide access to higher Education to girls
- To empower girls economically , socially and politically
- To nurture the women to enable them to become worthy citizen
- To foster human values in the students

The College with a dedicated teaching faculty and an efficient administrative staff make sincere attempt to prepare the students for a good career to enable them to face the realities of life and help them build sound character and personality to become responsible citizens. It promotes friendship, understanding and a sense of belonging among the students coming from different ethnic, linguistic and religious backgrounds and fosters family feeling.

The College offers ample opportunity to the students to develop their finer potentialities in art, culture and literature through competition and participation in various events throughout the year. The idea in all these is to imbibe in the students the spirit of moving relentlessly ahead, on and on, as reflected in the great teaching from the Upanishad *' Charaiveti, Charaiveti——'*

The preparation of the present Self Study Report (SSR) is the result of continuous endeavour of the college in general and the IQAC in particular. The Governing Body of the College is very much encouraging and supportive to the expectations of the college community. The members of the IQAC have taken the responsibility to collect all the required data and analyze the same in close consultations with all the stakeholders of the College. This is a very humble attempt to analyze our achievements in relation to each and every parameter, on the basis of which we will be re-assessed and re-accredited. Hope we shall have the pleasure of hearing soon from you about your decision on Peer Team visit to our College.

With a rosy but plausible vision of turning Nowgong Girls' College into a Centre of Excellence for women, the college authority, the faculty members and the students take a solemn pledge to make sincere and sustain endeavors to realize the vision into reality. When the 'other half' of the society comes to its own and develops to its full potential, the society and the nation itself would prosper at double the speed and in the right direction.

B. EXECUTIVE SUMMARY

Accredited in 2004 with B+, Nowgong Girls' College, the premier centre of higher learning for women celebrated 50 years of its excellence and glorious service to the nation/state in 2012. The institution volunteers for the second cycle of re-accreditation, submitting its Self Study Report (SSR -2013), a document that faithfully conforms to NAAC's guidelines and records its vision, mission and innovative initiatives in its pursuit of excellence.

Nowgong Girls' College, affiliated to Gauhati University, was established on 12 September 1962, after fifteen years of Independence of our country. It is one of the oldest women's colleges in the state. With its objective to provide access to higher education to women of the entire region, the college has been fecilitating them in achieving the desired goal since its inception. The college has made its existence felt beyond the state which can be established by the fact that in recent years some students from Arunachal Pradesh, Nagaland, Tripura etc.have enrolled themselves in the college.

The college is very ideally located on the northern bank of the river Kolong. In spite of its close vicinity to the hub of the town, the river Kolong, rippling by the college, blazoning its motto *'Charaiveti Charaiveti, -March on ! March on !'* enhances not only the splendor of its panaromic view but also the serenity of its atmosphere making it congenial to the pursuit of serious studies.

As the college is affiliated to Gauhati University, it primarily imparts undergraduate level of education with facilities for major courses in all the subjects of Arts faculty, in conformity to the curriculum prescribed by the University. Though the main thrust is given to the academic performance of the students, the college spares no effort to identify and develop their physical, intellectual, aesthetic and moral powers and abilities. The founder Principal of the college Late M. C. Dev Goswami, was a renowned educationist and literatuer of the state and Sri Apurba Sarma, retired as Principal of the college in 2002, won two National Awards while he was working in the college. In 2001, Sri Sarma won *Sahitya Akademi Award* for his collection of short stories and in 2002, he was honoured with 'Swarna Kamal' in film criticism. Dr Rajendra Nath Saikia, former Professor, Department of History in our college was awarded the *Sahitya Akademi Award* (for translation work) in 2003. Mention may be made of some former Professors of our college who immensely contributed to academic administration, literature and culture are- Late Dr Jogendra Narayan Bhuyan, Sri Tilak

Chandra Mazumder, Sri Idris Ali, Late Dr Jyoti Nath Chakravorty, Dr Brajen Roy Choudhury and in recent times Sri Mahendra Ahom, Sri Prabhat Bora and Dr Jyotirmoy Jana. Dr J N Bhuyan was awarded *Sramik Pran Sarbeswar Bordoloi Memorial Award* by Asom Sahitya Sabha in 2002, Anandaram Barooah Award by Assam Government in 2006 and *Krishna Kanta Handiqui Award* in 2010. Sri T Mazumder was awarded *Kolongparia Sahitya Award* in 2009. Dr J Jana was awarded *Journalism for Rural Area* in 1991 and 1992. Many of the present faculty members have earned accolades for their contribution to literature and research activities.

As one of the State's pioneer colleges of women education, Nowgong Girls' College is committed to empowering women to think independently, to understand the complexities and challenges of today's life and transform them into opportunities, to set benchmarks for others and finally to epitomise the change they seek to bring in the world and like torchbearers, lead it towards a bright future. Upholding the noble tradition laid down by the founders, the institution surges ahead towards excellence. The performance appraisal of the institution is summarised below.

Criterion wise Report :

1. Curricular Aspects :

The curricula of the Bachelor of Arts Programme is designed by Gauhati University. Earlier it was Three Year Degree Course. From 2011, Gauhati University has introduced Semester system. Some teachers of the institution are members of different committees of courses of the University. These members play very effective and vital roles in making of the academic curricula. The college authority constantly encourages the teachers of the college to extend constructive suggestions in regard to modifications in the curricula. The members carry the outcome of the discussions of the academic committee and the staff meeting.

The college offers Elective option and non-core option to the students with the provision of elective subjects for choice and General Courses of Study apart from the Major Courses (Core option). Before the starting of the session, unitisation of the course is done by the departments which is approved by the academic committee for implementation. It follows the academic calendar in conformity with the one provided by the university. All the departments follow the college routine. Apart from regular courses, the college is providing Undergraduate and Master Degree courses from Krishna Kanta Handiqui State Open University for the learners. The college has also the provision for certificate courses under

self-sponsored scheme. The Department of Political Science is running a Certificate Course on Human Rights. These courses provide some academic flexibility to the students. The college has started P.G. programme in Assamese under Gauhati University. Supplementing the formal education, 'Environmental Studies' was introduced from the year 2005 as a compulsory subject in Degree classes.

2. Teaching-Learning and Evaluation :

Admission to the programmes is given by a transparent, well-administered mechanism. The Admission Committee of the college manages the admission process. Students get admission to the programmes on merit basis. Pre-admission counselling is done by ICGC through power point presentation. For offering Major Courses, written tests are arranged by the respective departments. The college is well represented by students from different geographical areas and from socio-economic, cultural and educational backgrounds. A ceremonial function is organised with teachers and senior students to welcome the Freshers.

The college has adequate inbuilt mechanism which is continuously updated to achieve the goals of academic excellence. The college plans and organises teaching, learning and evaluation schedules by strictly following the University Academic Calendar. Along with normal classroom teaching, group discussions, seminars, competitions on course related topics, field-trips are held as exposure activities.

The college has been focussing on improving overall performance of the students. It wants to make sure that a student with modest marks at entry level can show good results in the final university examinations. Provision for equitable opportunities of education is given due importance. It has witnessed a gradual rise in the demand for the courses. Fully aware of the extent and significance of institutional accountability in the teaching learning and evaluation process, individualised teaching-learning programmes/coaching are conducted to cater to the broad spectrum of academic calibre of students admitted. House tests are conducted to assess the academic needs of the students and slow learners and advanced learners. Remedial classes are arranged to help the slow learners to adapt to the rigorous teaching learning process and to make creditable academic progress. Specialised classes are organised for enhancing the competence and performance of advanced learners. SC/ST, OBC, minority and economically backward students are given remedial coaching. ICT based teaching learning (smart classrooms) are introduced. A Language laboratory has been developed with grants from UGC which is helping the English Major students. Student

monitoring and guidance services are provided for the students at academic, personal and psycho-social level. Students of the college have been showing relatively good results in the university examination and this year 19 students have secured First Class. The college maintains a transparent evaluation system for internal assessment.

Recruitment of teachers and other employees of the institution are made in conformity with the guidelines of the UGC as well as of the State Government. There is provision for the recruitment of part time lecturers as and when necessary. Teachers are always encouraged to participate in orientation and refresher courses organised by the Academic Staff Colleges all over India. They are also encouraged to participate in seminars, workshops etc. to get acquainted with the latest information and advancements in their respective fields.

There is a functional Internal Quality Assurance Cell in the college. Responsibility of implementing, monitoring and reviewing the student centric teaching-learning plan and evaluation is rested in the Academic Committee and Examination Cell with the IQAC support.

There are a few areas in which the college has opportunities for improvement. ICT facilities can be made more efficient. Students' feedback could be more profitably used for betterment of the college.

The dropout rate of the college is a matter of great concern. There are various reasons for the dropouts. One of which is considered as marriage. Some other reasons are identified as- the economic condition of the families from which they come, transportation cost for travelling to college etc. Sensitization programmes are held in the parents-teachers meetings. But considering the general economy of the college it is not always possible to extend sufficient financial assistance to economically backward students. But some merit awards and scholarships are there for encouraging the students with better academic performance. Completion of courses and revision in time is a matter needing serious thought because the teachers are still required to take classes in the 10+2 stage. Moreover, often teachers are attached to non-academic duties by the state government hampering normal academic duties. Moreover, as the prevailing 10+2 education system in the state emphasises rote memory, preparing and evaluating students for higher level cognitive skills intended in the specific learning outcomes is challenging.

3. Research, Consultancy and Extension:

The college encourages its staff to take up research activities. Promotion and development of research activities are led by our Research Cell. The cell acts as facilitator for the faculty research providing the details of funding agencies in different research areas. This has resulted in 16 UGC funded Minor Projects, 02 SSA funded Projects. 10 have completed, 06 have submitted and 02 are ongoing. 14 have submitted proposals to UGC.

In the college at present, there are 20 PhD holders and presently 21 are registered/ enrolled for PhD. The teachers are granted leaves as per UGC provisions (FIP) to facilitate research work.

Since 2004 there have been an increase in the number of research papers presented by the teachers in national and international conferences and many of them are published. The college has published two volumes of seminar papers held in the college. The college has published a book on *Women Status*.

Teachers and students are encouraged for extension activities. In this aspect, respective departments organise such programmes through field trips. The Extension Programmes namely NCC, Red-Ribbon Club, Women Study Cell provide opportunities to students to reach out to society. Teachers are also encouraged to render their services for the benefit of society through the participation in programmes of different voluntary organisations and NGOs during their off hours.

The College Magazine and Wall Magazines of different departments provide a platform for the students to sharpen and exhibit their creative skills.

Lack of grant from industrial and other agencies for developing research facilities is a major weakness of the college. More teachers can be encouraged to publish in reputed journals. There is no policy on offering consultancy services in the college as yet. So far, three teachers are offering their services as research guide and some have applied for research guideship. With the introduction of research project in the sixth semester, research culture will definitely be extended to students.

Kyoto University of Japan has installed a Rain Gauge equipment in the college which offer opportunity to the students to interact with research scholars from Japan. Prof. Asad from Kyoto University who is doing research in Assam often comes and interacts with students.

4. Infrastructure and Learning Resources :

In the field of Infrastructure and Learning Resources, the college is tapping all available sources of fund for attaining sufficiency besides trying to efficiently manage the limited physical space available. The college has campuses namely, the Class and Administrative Campus, Swahid Bhogeswari Phukanani Girls' Hostel Campus and Padmawati Devi Phukanani Girls' Hostel Campus with an area of 4,297 acres.

The Academic and Administrative Campus comprises of Administrative building & Photostat Centre, Library, Photostat Centre, Computer Centre, Information and Career Guidance Cell , Internal Quality Assurance Cell, Language Laboratory, Girls' Common Room, Canteen, Teachers Common Room, Geography Laboratory, Auditorium, Chowkidar's Quarter, Garden, Badminton Court, Post Office, Classrooms and Separate departmental rooms.

The institution has a plan to create new infrastructure such as the Administrative Block with provision of Seminar Hall, Examination Cell with strong room, Conference Hall, the renovation of existing classroom infrastructure with provision of digital classrooms. At present, 07 classrooms are smart classrooms with new seating arrangement in the classes. The institution is planning to computerize the library to make it a digital library.

The Computer Centre is used extensively for academic and administrative purposes. The college is continually updating its automation facilities. It will complete the database of all college information to facilitate retrieval and usage for administrative and academic purposes. Well equipped Computer Laboratory, Smart Classrooms, LCD and OHPs are available to facilitate computer aided teaching and enrich the teaching-learning experience. All the departments have computer and internet facilities.

The second campus has two hostels with intake capacity of 135 and 72 respectively. UG, PG and Higher Secondary Students are provided accommodations. Elaborate arrangements have been made to provide academically conductive safe and secure accommodation with homely ambience.

The infrastructure facilities of the college is developed with the help of grants sanctioned by the UGC, grants from Local Area Development Programme of M.P.s and Government of Assam along with fee collected from students for the purpose.

For the purpose of optimum utilisation of the infrastructure, the institution has predesigned teaching schedule with two shifts (day and morning) in Degree classes along

with Higher Secondary (Arts) and Self-financing courses. The KKHSOU classes are held on Sundays.

However, the college is planning for expansion of infrastructure within the limited physical space available. It is a challenge to provide residential facilities for the teaching and non-teaching staff.

5. Student Support and Progression:

The institution emphasizes on providing higher education services to its students. For that purpose special priority is given to the students from backward areas, including hill areas of Assam. The institution has the facility for financial aid to the students under ST/SC/OBC/MOBC scholarships of the Government. Moreover, the institution has a number of special scholarships for the meritorious students sponsored by the well wishers of the college.

The college publishes its prospectus annually, which is updated regularly reflecting the latest changes and developments. The website is regularly updated and it carries much major information required by the students and other stakeholders. Student publications are encouraged through the annual college magazine, the departmental wall magazines and wall magazines by the hostel boarders.

Students having proficiencies in sports are encouraged and provided special facilities. The annual college week festival provides students with much needed exposure to extra-curricular activities. NCC cadres of the college are involved in different activities which provide social benefits to the students and nation.

Till date, the institution does not have any employment cell. But career exposures are given to the students through Information and Career Guidance Cell. The Student Union is a democratic body representing the students. The Grievance Redressal Cell is responsive to the grievances of the student. A Day Care centre has been started from this year catering to the needs of students, teachers and neighbours. The college has a non-registered Alumnae Association which has a dynamic relationship with the Alumnae.

6. Governance, Leadership and Management :

The college has a visionary and transformative leadership which has steered the college to its present status. Rooted firmly in the belief that education is the pathway to the

empowerment of women, the enlightened management provides clear vision and mission of the institution. *'Charaiveti Charaiveti, -March on ! March on !'* which is in tune with the higher education policies of the nation. The institution has a system for administrative management, internal coordination, planning and development. The Principal of the college functions as the administrative head and monitoring authority. The Principal is assisted by the Vice-Principal for the co-ordination of all the programmes. The college administration follows the 'The Assam Provincialised College and Non-Government College Management (Amendment) Rules 2009' of the government. The institution has a duly constituted Governing Body with two Govt. nominees, two University nominees, two teachers' representatives, two guardian representatives and one member from the non-teaching staff. This body functions as the overall management authority. Meetings of the Governing Body are regularly held. The activities of the office staff is supervised by the Office Superintendent. Their work load and work division are made by him with due consultation with the Principal. The library staffs are working under the supervision of the Librarian. He allots the duties of the staff with approval of the Principal. Both the Hostels are run by the Superintendent and two wardens. They are provided accommodation in the hostel.

The financial requirements of the institution are met from Govt grants and fee collected from the students. The salary component is borne by the Govt. Management of the college is fairly decentralised. Various cells and committees have been delegated with adequate power and responsibility. The institution has an internal audit mechanism for monitoring financial matters. Internal audit is done by Chartered Accountant and external audit by the Govt. The departments are not accorded any financial autonomy.

The College has introduced some self financing courses, with prior approval of the Governing Body. The courses are Computer Application, Beautician Course, Cutting, Tailoring and Embroidery Courses which are running smoothly. For the benefit of the needy students the institution maintains a Student Aid Fund, supervised by a committee. According to the directions of the Supreme Court, an Anti-Ragging Cell is formed with representatives from teaching staff, non-teaching staff and students. Grooming of leadership is done at two levels – academic and research (among the teachers), curricular, extra-curricular (among students). Measures for quality improvement of the curricular activities are regularly taken.

In compliance with NAAC recommendation, Internal Quality Assurance Cell (IQAC) has been functioning as a quality sustenance measure since 2003. Regular meetings of IQAC

and Heads of Departments help in effective planning and implementation of institutional policies. Feedbacks are collected from students and analysed for the review of implementation of institutional policies. Academic Audit to compare the academic performance of each department is done by SWOC analysis. Mechanisms for regular performance appraisal of staff have been evolved to ensure academic excellence.

7. Innovations and Best Practices:

The college is located in a very serene environment on the bank of river Kolong. In order to maintain the eco-friendly environment, the college has adopted a few strategies as mentioned below

i) Use of electricity moderately and reasonable use of the switches of the electrical gadgets by all

ii) Waste bins/ baskets are put on many places for waste collection

iii) Use of polythene is restricted

iv) Plantation of medicinal plants and other trees in the college campus

v) Planning for rain water harvesting

vi) Use of solar energy in the college Hostel

The other measures considered as best practices are

a) the fees of the students are collected through Axis Bank and thereby they are acquainted to the banking system

b) Health and sanitation awareness programmes are organized among the students

c) Students admitted newly in the college are introduced to the old students in presence of the teachers in an open meeting to stop the menace of ragging among the students in addition to forming an Anti ragging squad

d) System of Tutor-Ward is a good system that helps the department to personally guide the students and support them at the time of their need

e) Departmental Log Book is maintained to record the academic activities of the department as well as to record the daily classes.

f) Some departments of the college are collecting relevant articles published in daily newspapers and periodicals related to subject concerned.

Post- Accreditation Initiatives

Nowgong Girls' College was accorded B+ Grade by NAAC on 4 November 2004. The IQAC was reconstituted on 9 January 2005 as per suggestions from NAAC to carry out the post- accreditation initiatives and activities of the college. The following are the areas that were mentioned by the NAAC Peer Team for immediate attention to be paid by the college and accordingly those were given due weightage subsequently with our limitation.

As mentioned in its earlier report of the IQAC of Nowgong Girls' College in the first cycle, the flexibility and innovative approaches still continued and in addition to these the college has introduced ICT aided teaching in all most all departments. Also the seminars, workshops, parent-teacher meetings and college functions are held in the College Auditorium which is supported by modern technology.

The College has introduced Home Science in the Higher Secondary level from 2012 as a first step towards continuing the course to the higher classes. It is the plan of the college to introduce Home Science in the Degree classes from the session 2014-15.

The research scenario of the college is improving gradually. The teachers are quite motivated in carrying out inter and multidisciplinary projects. Some of the projects are going on and a few are already completed which were funded by different agencies. Research activities of the teachers are also encouraging. Many of the teachers have already obtained PhD from different Universities and some are continuing their research work towards completion. At present there are 20 PhD recipients in the college.

The college has a well-adorned and eco- friendly campus with facilities available for the college community. Efforts have been made to improve the infrastructure by harnessing the available resources.

Each of the Departments is provided with separate space for independent departmental activities. At present all the departments have computers with internet facilities for teachers and students. A spacious Computer Lab has been developed with 48 computers and also a Computer Instructor is appointed for the activities to be carried out in the Computer Centre.

Construction of a new hostel has been completed for the students keeping in mind the demands of students seeking hostel seats. At present, the hostels can accommodate 207

students. A gymnasium cum indoor stadium is under construction for sports activities of the students. Construction work of a modern administrative block will start soon.

The college has organised 13 National and State Level seminars and workshops in the college during this period. Also new proposals are submitted to different funding agencies for more academic activities. Many noted academicians and social scientists have visited the college and delivered valuable lectures for the benefit of the students and the teachers. Except Statistics, all the departments offer Major Courses. Major in Hindi was started from 2008 and since then students are performing very well with several First class achievers every year.

It is worth mentioning here that most of our students are from rural areas far off from the college and are economically backward, so they could not afford self sponsored courses as well as could not stay for a longer period even if some courses are offered free after the routine classes. Therefore they are found to be weak in some subjects like English, Mathematics and Statistics and also the enrolment in vocational courses is less in comparison to other subjects. The English department and ICGC of the college have organized Spoken English course jointly in order to improve their communicative skill. Besides these, Prof. Binoy Bora Memorial Debate Competition is organized annually by the College for the students to encourage the communicative skill both in Assamese and English which may, in the long run, help them in developing their personality and leadership capacity. Also it gives our students a first-hand experience of interacting with some prominent debaters of other colleges. As the college has no science stream the number of students in Mathematics and Statistics are very less in spite of the initiatives taken to increase the enrolment.

SECTION B: PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	Nowgong Girls' College	
Address :	P.O. Nowgong Girls' College, Pin - 782002, Nagaon, Assam	
City : Nagaon	Pin : 782002	State : Assam
Website :	www.nowgonggirlscollege.in	

2. For Communication: Principal, Nowgong Girls' College, P.O. Nowgong Girls' College, Pin – 782002, Nagaon, Assam, Phone No. 03672-220667

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Ajanta Dutta Bordoloi	O: 03672-220667	9435160513	03672-220667	principalngc@gmail.com
Vice Principal	Mr. Gautam Kr. Goswami	O: 03672-220667	9435479959		
Coordinator	Mr. Dibyajyoti Mahanta	O: 03672-220667	9435160980		mahanta.dibyajyoti@yahoo.in

3.Status of the Institution:

Affiliated College √

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

Telephone with STD code	Mobile	Fax	Email
O: 03672-220667	9435160513	03672-220667	principalngc@gmail.com
O: 03672-220667	9435479959		
O: 03672-220667	9435160980		mahanta.dibyajyoti@yahoo.in

ii. For Women

iii. Co-education [√]

b. By Shift

i. Regular [ ]

ii. Day [√]

iii. Evening [ ]

5. It is a recognized minority institution?

Yes [ ]

No [√]

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence. [ ]

6. Sources of funding:

Government [√]

Grant-in-aid [ ]

Self-financing [ ]

Any other [ ]

7. a. Date of establishment of the college: ---------- 12-09-1962

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

Gauhati University, Guwahati, Assam

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i) 2 (f)	01-01-1968	
ii) 12 (B)		

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

Annexure I (Enclosed with the Hard copy)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) N/A

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes ☐ No ☑

If yes, has the College applied for availing the autonomous status?

Yes ☐ No ☐

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes ☐ No ☑

If yes, date of recognition: ..... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes ☐ No ☑

If yes, Name of the agency ..... and

Date of recognition: ..... (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Urban
Campus area in sq. mts.	17389.31 Sq Mts
Built up area in sq. mts.	5682.19 Sq Mts

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities : One Auditorium
- Sports facilities

  □ play ground ---------- Internal Campus Play Ground

  (Mini Sports Complex of 8026 Sq .ft is under construction)

  □ swimming pool - ------- Nil

  □ gymnasium – --------- Under construction

- Hostel Boys' hostel ------- N/A

  i. Number of hostels

  ii. Number of inmates

  iii. Facilities (mention available facilities)

  □ Girls'hostel

  i) Number of hostels : 3

  ii) Number of inmates : 207

- Facilities (mention available facilities) :

  a) Superintendent's room- 03

  b) Common room- 02

  c) Library- 02

  d) Visitors' room- 02

  e) Night Security- 03

  f) T. V., News paper, Telephone- yes

  g) Running Water-- Yes

  h) Weekly-health Check-up facilities- yes

  i) Dining room-- Yes

  j) Toilet block--- Yes

  k) Volley ball and badminton court- Yes

  l) Yoga and Meditation-Yes

  m) Indoor games-Yes

n) Water Cooler and Aqua Guard- Yes

- Working women's hostel - Nil

  Number of inmates

  Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff

  (a) Teaching Staff : No

  (b) Quarter (Superintendent's): 03 room within the hostel

  (c) Non-teaching Staff (Night Watchman) : 1

  (d) Hostel Cook Staff: 4

  (e) Cafeteria---- 01

  (f) Health centre – Yes. The Doctors attending the centre are-

  Dr Bibha Goswami

  Dr Krishna Deka

  Dr Bandeepa Duarah

  Dr Purabi Bora

- First aid, Inpatient, Outpatient, Emergency care facility, Ambulance……. Health centre staff –

Qualified doctor Full time ☐ Part-time [4]

Qualified Nurse Full time ☐ Part-time [1]

Facilities like banking, post office, book shops : (a) Bank - Nil

(b) Post Office- 01

(c) Book shop- Nil

- Transport facilities to cater to the needs of students and staff : Nil

- Animal house : Nil

- Biological waste disposal-- Dumping in the open space for degradation

- Generator or other facility for management/regulation of electricity and voltage:

  (a) Individual transformer –01

  (b) Generator Sets: 01

  (c) UPS : 02

(d) Inverter : 01

- Solid waste management facility: Under the supervision of Municipality Board

- Waste water management : Discharge of Waste Water to uncovered areas for ground water recharge

- Water harvesting : Under plan

12. Details of programmes offered by the college (Give data for current academic year)

SI. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B. A.	36 months	10+2	Assamese English	500	500
	Post-Graduate	M.A. in Assamese	24 months	Graduate	Assamese	20	14
	Integrated Programmes PG						
	M.Phil.						
	Ph.D						
	Certificate courses	a)I. T. b)Cutting,Tailoring, Embroidary c)Beautician Course	3 months 3 months 3 months	10+2 10+ 10+	English Eng/Ass Eng/Ass	30 20 20	30 20 20
	UG Diploma	a) KKHSOU b) Arts and Craft c) Spoken English	BPP	10+2	Eng/Ass		
	PG Diploma						
	Any Other (specify and provide						

13. Does the college offer self-financed Programmes?

Yes [√] No [ ]

If yes, how many? [05]

14. New programmes introduced in the college during the last five years if any?

Yes	√	No		Number	06

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
Arts	Economics, Education, History, Geography, Sanskrit, Political Science, Mathematics, Statistics, Philosophy	09	01	
Science				
Commerce				
Any Other (Specify)				

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com…)

a. annual system [ ]

b. semester system [√]

c. trimester system [ ]

17. Number of Programmes with

a. Choice Based Credit System [0]

b. Inter/Multidisciplinary Approach [03]

c. Any other (specify and provide details) [ ]

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes [ ] No [√]

If yes,

a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)
and number of batches that completed the programme [ ]

b. NCTE recognition details (if applicable)
Notification No.: Date: (dd/mm/yyyy)
Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?
Yes [ ] No [ ]

19. Does the college offer UG or PG programme in Physical Education?
Yes [ ] No [√]
If yes,

a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)
and number of batches that completed the programme [ ]

b. NCTE recognition details (if applicable)

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?
Yes [ ] No [ ]

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University /State Government *Recruited*	-	-	10	09	15	17	14	01		01 Computer Instructor
Yet to recruit										
Sanctioned by the Management/ society or other authorized bodies *Recruited*							03	01		01
Yet to recruit										

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-					
Ph.D.	-	-	02	04	04	08	18
M.Phil.			02	02	05	07	16
PG			11	07	15	18	51
Temporary teachers							
Ph.D.							
M.Phil.							
PG							
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

22. Number of Visiting Faculty /Guest Faculty engaged with the College: 0 2

23. Furnish the number of the students admitted to the college during the last four academic years.

	B.A. I, II, IIIrd yr.		Sem I, II, IIIrd Sem		Sem I,III&IIIrd yr		Sem I, III, V	
Categories	Year 1 2010-11		Year 2 2011-12		Year 3 2012-13		Year 4 2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
SC		105		131		133		171
ST		138		63		163		167
OBC		327		362		438		479
General		388		418		432		483
Others		(958)		(974)		(1166)		(1300)

24. Details on students enrolment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1300	14			1314
Students from other states of India					
NRI students					
Foreign students					
Total	1300	14			1314

25. Dropout rate in UG and PG (average of the last two batches)

UG = 26 % PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component Rs. 42,469100

(b) excluding the salary component Rs. 669.00

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes √ No

If yes,

a) Is it a registered centre for offering distance education programmes of another University
No √ Yes

b) Name of the University which has granted such registration. KKHSOU, Assam

c) Number of programmes offered 18

d) Programmes carry the recognition of the Distance Education Council.

Yes √ No

28. Provide Teacher-student ratio for each of the programme/course offered: 1:26

29. Is the college applying for

Accreditation : Cycle 1 Cycle 2 √ Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1 : 04/11/2004 Accreditation Outcome/Result : B+

** Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.* *Annexure II*

31. Number of working days during the last academic year. 240

32. Number of teaching days during the last academic year 180
(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC)- 09/12/2003

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

i. AQAR 2009-10 submitted to NAAC 23 APRIL 2014
ii. AQAR 2010-11 submitted to NAAC 30 APRIL 2014
iii. AQAR 2011-12 submitted to NAAC 20 May 2014
iv. AQAR 2012-13 submitted to NAAC 22 May 2014

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information) - No

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implemetation

1.1.1 State the vision and mission of the institution, and describe how these are Communicated to the students, teachers, staff and other stakeholders.

- Vision: To develop the college as a Centre of Excellence for women education and North East Studies.
- Mission: Our Mission is ARPPIT.

(A–Altruism, R–Regenerative, P–Protective, P – Productive, I– Identification, T –Team effort)

"We believe that our professional services to this institution are pragmatically dedicated to Protective, Productive and Regenerative Function in the field of knowledge and education in a Team effort with Altruism to frame a splendid identity of the college as an institute of higher education".

The vision and mission of the institution are communicated to the students, teachers and others through the Prospectus, Student Charter, Notices, meetings, counselling and remedial courses.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college meticulously plans and develops action plans for effective implementation of the curriculum and to achieve the goal of the institution to empower women through quality education. To fulfil this purpose, the teachers prepare schedule of work which is made available in the departmental time-table, syllabus division and allotment of classes to individual teachers as well as the students. The curriculum delivery is effectively done through lectures supported by PowerPoint presentations, Smart Boards, Audio-visual aids and e-facilities. Printed study materials are supplied to the students.

The quality of the education imparted to students is monitored and ensured through IQAC of the College.

The staff members of various teaching departments conduct their internal meetings and develop academic plans for the coming academic year. Keeping in view of the number of working days available, the syllabus is divided into units which are to be finished by a given deadline. Each department of the college follows the academic calendar issued by the affiliating university. According to this academic calendar the college plans its annual academic schedule which clearly mentions the topics, the amount of syllabus to be tested in various classes and sessional examinations to be taken as per university guideline.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The curriculum prepared by Gauhati University, Assam, to which our college is affiliated, is well transacted to the students after serious preparation and critical thought by the teachers concerned. Being an affiliated institution, our college is always in line to the guideline of our university.

The Gauhati University organises Refresher courses, Orientation programs and Workshops to keep the knowledge and teaching aptitude of the teachers updated at regular intervals. Here, the faculty of the college can discuss their issues or problems, if any, while participating in the meetings of the Committee of Courses.

The college also encourages the teachers to participate in the Orientation, Refresher courses, Workshops, Seminars organized by the affiliating university to update the knowledge and improve the teaching practices. The college also provides ample books and other teaching and reference materials like Journals, Magazines and Softwares to enable its teachers for effective delivery of curriculum.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.

The college ensures effective curriculum delivery and transaction on the Curriculum provided by the University and facilitates the development of higher order cognitive skills such as critical analysis, problem solving, evaluation and synthesis by preparing academic calendar and schedule of work, by giving Computer and Net facility, Black board, Green board, Charts, Maps, Projectors, Barometers, Thermometers, Weather Maps etc. Moreover, the college assigns some projects, holds national seminars, guest lectures, organizes interdisciplinary and interdepartmental programmes.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

The college networks and interacts with stakeholders from industry, research bodies and the university in effective operationalisation of the curriculum.

Industry: The College has set up a Career Guidance and Placement Cell which maintains professional relations with the representatives of industry. The HR managers of various companies are invited to the college campus to interact with the students. The students of various departments of the college get in touch with the latest trend of employment by this kind of interactions.

The ICGC tries to disseminate all accessible information relating to career building of the students. It arranges workshops on Career Planning, Life Skill Development, Communication Development, Job search and Interview skill. A Career portal attached to the website of the college (www.nowgonggirlscollege.in) is introduced to facilitate online counselling (with online counsellors) with access to national vacancy database, along with online application facilities. To avail this opportunity the students have only to register and collect separate ID & Password. Besides these, different workshops covering the areas like Banking services, Railway services, Staff Selection Commission, Defence services, Aviation etc. are arranged where resource persons from different corners come and throw light on various career opportunities available.

Research bodies: Research scholars from research bodies and research centres like Omeo Kumar Das Institute of Social Change and Development, North East Social Research Centre are invited as resource persons for seminars and extension lectures to ignite the research spark among the students. Members of the faculty are also encouraged to take up membership of professional research bodies and participate in research activities to further enhance their research capabilities.

University: The faculty members of the college keep regularly in touch with their counterparts at the affiliating university and get latest information regarding their respective subjects. They also subscribe to various journals, magazines and newspapers on issues like measures to be taken for the students' well being. Professors from the parent University Campus are also invited to the college from time to time to give talks to the faculty members.

1.1.6 What are the contributions of the institution and/or its staff members to the Development of the curriculum by the University? (number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

Designing and restructuring of courses mainly lie on the affiliating university. The college however makes significant contribution in the curriculum design and development through its staff members who are in the Committee of Courses. The college holds meetings to review the adequacy and viability of the existing courses and the changes required to do, are discussed with all the faculty members. Our teachers participate in the discussions relating to curriculum design and conduct workshops on behalf of the university. They communicate their ideas through the Principal to the Committee of Courses.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

Our college strives towards overall development of students and quality enhancement of learners through various aspects of holistic personality development, orientation programs and life skill enrichment programs conducted during their period of studies. All these focus on their managerial skills, communicative skills, leadership qualities, analytical skills, etiquettes and awareness programs on environment.

Short term courses, other than those offered by the university, are designed. The growing demand and relevance of communication skills in English in the highly competitive globalized world has led the college offer courses on Spoken English. To support the communicative skill facility, a high-tech language lab is also fitted with latest equipment. Similarly, short term certificate courses like Cutting, Tailoring and Embroidery, Beautician course, Art & Craft course and Computer course facilities are provided to the students. There are Certificate, Diploma and Advanced Computer Diploma Courses for the students in the college. Yoga and stress management courses are also opened for students, teachers and non-teaching staff.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

Academic Calendar: Evaluation of the students is mainly performance based. It evaluates the knowledge they have acquired. It comprises of term wise examinations, continuous assessment, unit test, course work assessment (written and practical assignments), participation in the class etc.

Such continuous evaluation reveals slow learners who have not secured the expected level of performance. They are identified and remedial measures like extra coaching, paying individual attention and personal guidance are rendered. Exceptional or bright students are also given extra-help to achieve higher percentages.

The result of the University and college is the acid test to evaluate whether the stated objectives have been achieved or not.

Placement of students and progression of Alumnae also indicate the success of the institution in achieving the desired goals.

The institution makes utmost efforts to ensure effective curriculum implementation by adopting the following mechanism.

- Lesson Plans
- Assignments
- Seminars
- Guest Lecture
- Industrial Visit
- Result Analysis
- Remedial Courses
- Field Study

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc. offered by the institution.

The range of various program options available to the students in terms of certificate/diploma/skill development courses etc. offered by the college are as follows:

Arts :

By Gauhati University

i. B.A. (General)

ii. B.A. (Major) in English, Assamese, Bengali, Sanskrit, Hindi, Geography, History, Education, Philosophy, Political science, Mathematics and Economics.

iii. Master Degree Programme ---- Assamese

By K K Handiqui State Open University

i. Degree courses – BA (General and Major), BBA, BMC, BCA, B.Com

ii. Master Degree Courses – Assamese, Education, Sociology, MSW and MCA

Certificate Course : Apart from the regular degree courses which are duly affiliated to the Gauhati University, we have other certificate courses like Computer, Cutting, Tailoring and Embroidery, Art & Craft and Beautician course to equip the students with vocational skills that are helpful in setting up of their own small entrepreneurships or working in small units. However, the college is also planning to start a certificate course in Music under Bhatkhande University.

1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.

The institution offers programmes for dual degrees viz –

a) B.A. -Three years (6 Semester Degree Course)
b) Degree and Master Degree by KKHSOU

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- Range of Core/Elective options offered by the University and those opted by the college
- Choice Based Credit System and range of subject options
- Courses offered in modular form
- Credit transfer and accumulation facility
- Lateral and vertical mobility within and across programmes and courses
- Enrichment courses

The college offers B.A., B. A. (Major) at Undergraduate level and M. A. in Assamese in P.G. level. Environmental Studies, which is a compulsory subject for all

the students ensures the responsibility of keeping the environment safe as good citizens. All these courses definitely enhance the employable skill among the students which in turn help them progress in higher studies.

Range of Core/Elective options offered by the University and those opted by the college

The Gauhati University doesn't give academic flexibility to the affiliated institutions. However, our college offers the following compulsory and optional subjects at undergraduate level.

Core Option :

The institution provides English, MIL and two optional subjects and one of these subjects can be chosen as Major Subject by the willing and the competent students.

Elective option is also provided for those students who are unwilling to pursue Major Course by allowing them to take two optional subjects.

Besides core and elective options, the college provides compulsory Certificate Course in Computer Application for Degree First Year (1st & 2nd Semester) students. If other students, except those from Degree First Year, want to pursue the Certificate Course in Computer Application, they are also encouraged and allowed to do so.

The admission policy for self-financing programmes is within the purview of college norms. The fee structure is also designed in a way to cover the remuneration of the faculty appointed for the course.

In this context, we would also like to mention the extended welfare service of our College to the society in general. Besides the regular students, the college facilitates the female candidates of the locality to enrol themselves in the Computer Certificate/Diploma Courses.

Choice Based Credit System and range of subject options :

The courses are offered as per modules prepared by the Gauhati University, Assam.

Courses offered in modular form are provided unit wise and are arranged in the modular form at Department level by academic committee comprising of HoD's, staff and Principal. The modules are so arranged as to test the students for two Internal Assessments.

Credit transfer and accumulation facility:

In our Institution we don't have any credit transfer and accumulation facility.

Lateral and vertical mobility within and across programmes and courses:

Enrichment courses:

The existing courses are enriched by organizing Seminars/Workshops relating to Personality Development, Communication Skills and preparing the students to appear in different Selection Boards for government jobs as well as other non-governmental organizations.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The Institution has a few self-financed courses –

1. Computer Application
2. Art & Craft
3. Cutting, Tailoring and Embroidery
4. Beautician Course
5. Spoken English

Admission, Curriculum, fee structure, teacher qualification, salary etc.

Admission to these self- financial courses is given on the basis of first come first chance. The curriculum is also designed to fulfil the growing need of the time. The salary of the teachers in these self- financial courses is fixed and is arranged from the collection of the enrolment fees of the students.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

In order to make the students competent in the regional and global employment market the college holds skill oriented programs. The Communication skills, Personality Development Seminars/Workshops are conducted to enhance the IQ level, inter personal skills and communicational skills of the students.

National level Seminars, Inter College Debates are organised on topics like Human Rights, Woman Empowerment, Environmental issues to develop their skills. Language skills, oral & written communication skills are strengthened by encouraging the students in interactive participation in the class, group discussion etc. The students are also encouraged to participate in Creative Writing, Dramatics by organizing Workshops. All these activities train them in personal and employability skills.

The college arranges some programmes by guest lecturers from industry which brings awareness of the regional/global opportunities for the students.

The ICGC of our Institution makes the students aware of their career and gives them information of different career options available from time to time. They arrange face to face with experts from different fields and students are inspired to choose their career accordingly. Besides, the computer technology aims at training the students for achieving expertise in Computer application and making them equipped in computer oriented jobs in the modern scenario.

1.2.6 Does the University provide for the flexibility of combining the conventional face- to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If 'yes', how does the institution take advantage of such provision for the benefit of students?

Our college was selected in the year 2006 to set up a ROT (Receive Only Terminal) by the CEC (Consortium of Educational Communication), New Delhi. With this the College is now able to receive the Edusat Programme, which is a joint venture of IGNOU, ISRO, DST, NCERT etc.

Nowgong Girls' College is a recognised study centre of Krishna Kanta Handiqui State Open University. Courses of study under different programs in KKHSOU are:

- One year Bachelor Preparatory Program (BPP)
- Degree Programmes : B.A., B. Com., BBA, BCA, MASS Com (BMC)
- Master Degree Programme in Assamese,Education, Sociology and MSW.
- Ph.D Programme
- Various Diploma courses including DJMC, DAJ etc. Many programmes of KKHSOU can simultaneously be pursued with Degree Programmes of other universities.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The college, being affiliated to the university, does not have the option of formulating its own curriculum. Still, the courses run at UG and PG levels have their relevance to the institution's goals and objectives. The college aims to impart such knowledge as may be necessary for the all round development of the character of students thereby making them capable of being better employed and at par with the highly competitive job markets. To reach out the goals and objectives, the institution has evolved additional inputs in the syllabi to face the current trends in the competitive areas. The ICGC of the college is engaged in arranging different programs as mentioned in 1.1.5 to supplement the university's curriculum. The college also arranges UGC sponsored Remedial classes for empowering the SC/ST/Minority and other backward castes. The college ensures that the university curriculum is followed in the best of the spirit. The academic calendar of the college is prepared every session with active involvement of the HoD's of different departments. The Principal makes sure that the curriculum framed by the university is supplemented in such a way that it reflects "the Mission and Vision" of the college.

At UG level, the college, following the university instructions, offers a compulsory paper in the name of "Environmental Studies." This paper is framed in such a way by the university that ecology and environment protection and preservation, value orientation, global and national demands have made their entry significantly in the Course of Studies.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

As it has been already said in point 1.3.1, the college strictly follows the syllabus designed by the Gauhati University. But while delivering this syllabus content to the students, our faculty enriches it with their own experience that the students gain employable qualities that enable them to get jobs in the competitive market. The ICGC of the college takes every possible care to give host of the opportunities to the students. Under the guidance of various committees, orientations are conducted to enable students to achieve the global standards. Though not fully computerized, our college is gradually in the process and our computer lab is equipped with latest computers. Internet facility is made available at the college campus. LCD projector is also made available for effective communication and teaching purposes. To make the students familiar with computer skill, a compulsory computer course is there in the UG level to make them aware of the fundamentals of computer.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The college, at its own level and with the assistance from UGC and other bodies like ICSSR, SSA, KKHSOU, ACTA etc makes arrangements for seminars and conferences of state and national level where experts from various fields are invited to share and deliver their experiences and knowledge. The college regularly organizes seminars on different women issues like women empowerment, female feticide etc. There is a Women Study Cell in the college which supports and inspires studies relating to women in the local as well as in the global scenario. On February 11, 2012, Women Study Cell of Nowgong Girls' College organised a UGC sponsored state-level seminar on "Women Entrepreneurship Development Programme: Challenges and Opportunities in NE India" to which resource persons from the Ministry of Rural Development, Dr. Shyam Bhadra Medhi and Dr. Ajanta B. Rajkonwar were invited, The state level debate competition known as "Binoy Bora Memorial Debate Competition" is annually organized by the Debating Society of our College where subjects on Human Rights, conflict Resolution and Internal Displacement etc. are discussed broadly. The subject of Environmental studies is a part of curriculum. It is compulsory for all the students. Moreover the Computer Cell in the college facilitates the students to avail Certificate, Diploma and Advanced Computer Diploma Courses enabling them to learn the latest technology which can help them to make a better future.

1.3.4 What are the various value-added courses/enrichment programs offered to ensure holistic development of students?

Moral and ethical values:

In our College, different activities are organized from time to time to enhance and promote the moral & ethical values of the students. Yoga & stress Management Courses, Art of Living, Prajapita Brahmakumari and several other organisations are in constant touch to present discourses and arrange workshops to help the students learn the moral & ethical values of life. We have an NCC wing in the college, comprising of cadet strength of 50. They help in creating a disciplined and welfare attitude among the students.

Employable and Life Skills

For better career options, the need of communication skill is a must. Therefore, the institution arranges a Spoken English Certificate Course. A language lab is also made available to practise their skill in communication. Being mostly from rural background, most of the students find it hard to cope with it immediately. But effort is always there to make it out as much as possible.

Students are also exposed to different events and activities such as cultural and sports programs, especially in the Annual Day Programs, to improve their team spirit and organizational skill.

Better Career Options :

The college provides regular computer classes for all students to develop their skills of basic computer operating principles which include Certificate, Diploma and Advanced Computer Diploma courses for the students. Moreover, at a nominal cost of Rs.10 for 45 minutes, the students are provided with internet facilities to give them an outlet to the information and knowledge of the world around.

Community Orientation:

For community orientation, the college provides Personality development sessions, Debate competitions, Computer coaching classes, Cutting and Tailoring classes and Beautician Course for the students and the willing female members of the locality.

Moreover, we have a Day Care Centre which gives the married students the scope to put their wards there at a nominal fee and do their duties as student without any tension. This welfare attitude is extended even to the needy service holders of the neighbouring areas.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stake- holders in enriching the curriculum?

The College has been provision of collecting feedback from the students at the end of each semester. They fill up a form supplied to them in which they express their opinion on the curriculum and the methodology used by the teachers while teaching the curriculum. These feedback reports are analysed and discussed thoroughly in the IQAC. In the Parent-Teachers meet, organised by the respective departments, face to

face discussions take place. These methods help to take appropriate measures to fulfil the lacunae if there is found any. The Principal is apprised of this and accordingly action is taken

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The college has an Internal Quality Assurance Cell to monitor and evaluate teaching, learning, extension and student support programmes conducted by the college. It functions as an advisory body to guide the college for improving the quality of its services to the students.

1.4 Feedback System :

1.4.1 What are the contributions of the institution in the design and development of the Curriculum prepared by the University?

The college, being affiliated to the Gauhati University, does not have the option of formulating its own curriculum. Still, the courses run at UG and PG levels have their relevance to the international goals and objectives. To reach out the goals and objectives, the institution has evolved additional inputs in the syllabi to face the current trends in the competitive areas. The ICGC of the college is engaged in arranging different programs to supplement the University's curriculum. The academic calendar of the college is prepared in every session with active involvement of the HoDs of different departments.

Moreover, the college holds meetings to review the adequacy and viability of the existing courses and the changes required to do are discussed with the faculty members. Some members of our staff are there in the course committee to participate in designing the course as well as in communicating their ideas through the principal to the Committee of Courses in black and white.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/ new programmes?

Yes, the college has a formal mechanism to obtain feedback from the students. The feedback obtained from the students regarding the curriculum and the method applied by the teachers in class is discussed threadbare in the IQAC and necessary steps for notification are undertaken by communicating to the affiliating university through course committee members.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/ programmes?

Any other relevant information regarding curricular aspects which the college would like to include.

The College has introduced a few programs and courses during the last four years for the overall development of the students as is hinted in 1.1.7 and 1.2.1

CRITERION II: TEACHING –LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

There is a transparent admission process in the college. The dates of admission are notified in the college Notice Board and college website. The Prospectus gives a thorough idea about the courses and the college as a whole. The Prospectus contains the campus profile, details of academic programs to fulfil the needs of students in the contemporary scenario, the vision, mission of the institution, the scholarship for meritorious students and other opportunities that the College offers.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other to various programmes of the institution.

Admission is given purely on the basis of merit. A minimum cut off mark is fixed which varies in each year with a clean provision of reservation of seats for backward communities as per rules prescribed by the State Government. Apart from these, the college, being an institution for women, tries to cater the need of women literacy in the locality.

The College has an admission committee with the Principal as the convener, for selection of the eligible students on the basis of merit-cum-reservation. The committee scrutinizes the application forms. The marks obtained in the Higher Secondary Examination form the basis for admission.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city / district.

The percentage for admission at the entry level is as prescribed by the University eligibility. Our mission of imparting holistic education to young women from all section of the society makes us not strict enough to put any cut-off percentage for admission at the entry level.

But in the major subjects, there is a system of selecting students into different subjects of their choice. A test is conducted by each department to test their ability in

the respective subjects. Selected candidates get admission into the major course on the basis of the test.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

The institution has a mechanism to review the admission process and student profile annually. Our admission committee makes an analytical study about their academic background and economic status from the information given in their forms. Students' performance record in all the fields –academic, extra-curricular and sports is maintained in the office. The students, bringing laurels to the institution in academics, extra-curricular activities and sports etc. are given incentives and concession at the time of admission in the following year.

2.1.5 Reflecting on the strategies adopted to increase/ improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/ reflect the National commitment to diversity and inclusion

i) SC/ST /OBC ii) Women iii) Differently abled iv) Economically weaker sections v) Minority community vi) Any other

The admission policy of the institution is quite transparent and strict in accordance with the norms of the state government and University. However, the institution takes special care to promote the students belonging to the economically poor and weaker section, proficient in sports and other extra-curricular activities and differently abled students. To promote education among students belonging to weaker sections like SC, ST, OBC etc. the same care is taken by the college.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Programmes	Year	Gen			Major		
UG		I	II	III	I	II	III
	2008-2009	271	250	106	110	94	52
	2009-2010	296	207	160	75	89	90
	2010-2011	326	239	128	114	63	83
	2011-2012	335	250	154	176	90	56

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The College takes extra care for those students who are differently-abled and depending on the nature of their problem. They are provided medical care, examination help like allowing assistance by aids, and also by giving counselling to overcome their disabilities.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

All the departments of the College use to test the students before enrolling them in the respective departments for Major. A cut-off mark is fixed which varies from department to department and selected students are enrolled in the departmental register. A meeting is arranged in the department to give counselling both to the students and parents to apprise them of their responsibilities and care at home. It is a step to make them feel at ease with the faculty members and also in achieving their goal and purpose.

2.2.3 What are strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

As such there is no such bridge course deployed by the institution to bridge the knowledge gap of the enrolled students to cope with programme of their choice. But teachers give extra time to the students to help them cope with the programme to which they are enrolled. Noticing the lack of fluency in English, there is a spoken English course in the institution for enabling the students to cope with the programmes.

2.2.4 How does the College sensitize its staff and student on issues such as gender, inclusion, environment etc.

Our College, being a College for women, takes extra care to sensitize the staff and students on issues of gender, inclusion, environment etc. Our College has a 'Women Study Cell' and its aim is to make ourselves conscious about the changing situation and coping up with this situations. The cell organizes seminars on different women issues like women empowerment, female feticide, women entrepreneurship etc.

2.2.5 How does the institution identify and respond to special educational/ learning needs of advanced learners?

Advanced learners are normally identified through interaction in the classroom teaching. There is regular monitoring of these students in the respective departments.

Special efforts are made to expose them to the latest trend of their subjects. Special guidance is given to them for more improvement.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The students with poor academic performance are identified through class tests and Unit Tests held in the College from time to time.

After the finding, these students are to attend remedial classes for their improvement. Economically backward students are identified on the basis of information that they produce at the time of admission. The 'Students' Aid Fund' regularly gives assistance to the poor students to help them not to be drop-outs due to lack of money. In each year, a good member of poor students avail this help from this Students' Aid Fund. For the socially backward class students and for the slow learners, special remedial classes are arranged which is of immense help to them.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The College has an academic calendar and a daily class routine. Also, every department prepares respective teaching plans for the academic session every year. Classes and Unit tests are conducted as per the Academic Calendar of the college. The calendar outlines the session/semester schedule, examination schedule and also the schedule of holidays.

2.3.2 How does IQAC contribute to improve the teaching – learning process?

To improve the teaching-learning process, the IQAC undertakes a lot of responsibilities. These include motivating faculty members for the acquisition of new teaching learning technology; arranging feedback from students on teachers as well as on curriculum for improving quality teaching and learning; monitoring evaluating process, organizing seminars, workshops arranging motivational programmes and Career Counselling for students, documentation of various programmes for quality improvements; Promotion and internalization of good practices, preparation and submission of Annual Quality Assurance Report, maintenance of self-appraisal report of faculty members etc.

2.3.3 How is learning made more student-centric? Give details on the support structures and system available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Learning is made more student-centric by laying stress on specific learning outcomes for all courses making it more participatory and interactive. Different learning styles such as readings, lectures, group discussions, seminars, home assignments, field trips, laboratory exercises and field projects are adopted as and when necessary. Teaching aids like internet, smart board etc. have been introduced. Computer learning is made compulsory to facilitate the students in acquainting them to the modern technology.

2.3.4 How does the institution nuture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators ?

The institution gives ample opportunity to the students to promote to creativity amongst the students. The College Magazine, Wall magazine, departmental news bulletin focus the creative minds of those students who have their inherent skill of creation. Besides writing poems, articles and stories – the students also get the chance of playing the Editor's role. They get the exposure right from editing to designing and printing. Besides this, the students are also encouraged to take part in Inter-College and University level competitions. Almost all departments actively engage themselves in arranging various type of co-academic and cultural events like quiz, symposia, debate, music and dance etc that help the students in developing their personality.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning-resources from National Programme Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

In addition to traditional lecture method, various departments use project based teaching, computer aided teaching, Computer assisted learning, interactive method of teaching, experimental learning and learning through seminars, workshops etc. The departments like Geography, Environmental Studies, Education use project based learning while other departments like Economics, Geography, English etc. undertake computer assisted teaching and learning. In our College we have smart class rooms and audio-visual aids to supplement lecture in classrooms. We have a language lab, and collection of movies and documentaries are there in the Library based on syllabus prescribed.

There is a study centre of K.K.Handiqui Open University in our College which has e-resources free to use by the stakeholders.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

Through Regional, National and International seminars and workshops, through lectures and talks by different experts and through visit to various centres of advance learning the students and the faculties are exposed to advanced level of knowledge.

2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling /mentoring/ academic advise) provided to students?

The College has an ICGC which tries to disseminate all accessible information relating to career building of the students. It arranges workshops on career planning, life skill development, job search and interview skill. A career portal attached with the website of the College (www.nowgonggirlscollege.in) is introduced to facilitate online counselling (with online counselors) with access to national vacancy database, along with online application facilities. By collecting their separate ID & Password, which the students get after registration, they can avail these facilities. Besides these, different workshops covering the areas like Banking services, Railway services, Staff Selection Commission, Defence services, Aviation etc are arranged where resource persons from different corners come and throw light on various career opportunities available.

A career Counselling Programme in 2009 was organized by the ICGC and Mr. Ankur Dutta, NRI, Engineer of Microsoft, USA, delivered a lecture on some career opportunities in USA.

A workshop on career opportunities, writing applications and preparation of Bio-Data was organized by ICGC on 16 August 2010. The resource person was Aryana Saikia, faculty member JAMBORE Education Private Limited, Noida, New Delhi.

A year long Career Guidance and Counselling programme was arranged in our College in collaboration with Dekaz Career Clinic, Guwahati on August 24, 2010. On Nov 20, awareness cum career counselling programme was organized by Mr. Sanjay Kedia, the resource person from ERD foundation Guwahati interacted with our students and informed them about some important career options suited to them. Mr. T.C. Mahanta, the development officer of the foundation was also present in the same. On 26th Nov 2010, ICGC arranged talk cum workshop entitled " Positive Attitude Development". Dr. Manideepa Baruah, Asst. Prof. Dept of Psychology, Gauhati University came as a resource person and gave the students some tips to develop positive attitude in life.

In the year 2011, the ICGC in collaboration with the department of English started a certificate course on Spoken English. On 23 April 2011, a counselling programme for the outgoing students was organized with a view to giving the outgoing students some information regarding various options they can choose. Mr. Rajib Deka, the chief Counsellor of Dekaz Clinic, Guwahati came as a resource person.

In the Year 2012, there were workshops on 'General English, 'workshops on 'Numerical Ability' and 'Test of reasoning' for various competitive Examinations.

There is a Grievance Redressal cell for redressing grievances regarding academic matters, hostel accommodation, health services, library, transportations etc. A cell with two members looks after the problems of the students collecting complain letters from the Complaint Boxes installed in the College campus. The grievances are then discussed and redressed under the able guidance of the Principal.

2.3.8 Provided details of innovative teaching approaches/methods adopted by the faculty during the last four years.? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Lots of innovations have been adopted in the teaching methods during the last four years. Our University has introduced semester system in place of yearly system. To cope with the new system, the teachers as well as the students have to adopt new teaching and learning methodologies that extend beyond the classrooms. Group discussions and Home Assignments are integral part of the curriculum. Educational trips, Field trips are regularly arranged. Feedbacks on lectures in the classes are also obtained. Film shows relating to course, especially in English literature, is done regularly. Students are encouraged to maintain wall-magazines and news bulletins in respective departments. ICT based teaching methods are used for more and more topics. The College has some smart class rooms, one computer lab and 48 computers with internet facilities. Each department is provided with computers having internet facilities.

2.3.9 How are library resources used to augment the teaching learning process?

The College Library is an integral part of College education. It caters the needs of teachers and students by providing access to books and journals. We have a library common to all and departmental libraries to fulfil the needs of teachers and students. The books in the library are categorized as reference/ reserve. Books for competitive Examinations, Socio-cultural magazines, literary magazines, and University Journals are made available in the Library. The Librarian helps the departments to purchase the latest edition of books as per the requirement of the teachers. There is also photocopying facility which helps the students to photocopy the important materials at a minimum cost.

2.3.10 Does the institution face any challenge in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

In Our state, the colleges face some challenges in completing the curriculum within the planned time frame and calendar. There are so many reasons like taking additional classes of Higher Secondary (two years course) with the same number of faculty employed to teach the Degree Classes for which the teachers face the constraint of time. In no other state except Assam this additional H.S classes are tagged with the Degree College.

Most of the teachers are often engaged in state Government duties viz. Election which hamper the completion of the curriculum.

Besides these, the natural calamities like flood and teachers' leave on medical grounds create difficulties in completing the curriculum within the scheduled time. In such cases the management ensures proper arrangement for the completion of the curriculum through part-time teacher appointments. Faculty members also take extra classes for the completion of the course.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

There is IQAC in the College to monitor and evaluate the quality of teaching learning. A systematic mechanism has been developed to ensure and enhance the quality of teaching and learning. Internal assessments are regularly monitored and corrective measures are initiated if necessary. Feedback relating to the curriculum is obtained from the students which are analyzed and the concerned teachers are counselled to improve academic standard. In-house meetings in the Departments and the IQAC review the reports of the students and accordingly measures to fulfil their need are carried out. Workshops are organized to upgrade the teaching skills in view of the technological advancement and the role of IT in enhancing the quality of higher education. Besides these, the faculty members are regularly sent for higher studies, Orientation/Refresher /Short Term Courses for improvement of professional competence.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Highest qualification	**Professor**		**Associate Professor**		**Assistant Professor**		**Total**
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-					
Ph.D.	-	-	02	04	04	08	18
M.Phil.			02	02	05	07	16
PG			11	07	15	18	51
Temporary teachers-- Nil							
Ph.D.							
M.Phil.							

PG							
Part-time teachers- Nil							
Ph.D.							
M.Phil.							
PG							

Usually all faculty positions are filled as per the norms laid down by the Gauhati University/Assam Government. Government sanctioned posts of faculty and staff as per the requests from the College, depending on their need and urgency. Open advertisement in the leading newspaper is published for eligible candidates having UGC norms and requirements. Shortlisted candidates selected on the basis of merit, research experience and their performance are interviewed by an interview board comprising of competent representatives from the university and state Govt. However, the College makes interim arrangement of part-time teachers as and when required.

2.4.2 How does the institution cope with the growing dema nd/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

Our College has only one stream i.e. Arts (Humanities). We have the required number of qualified and competent teachers to handle the courses of all departments. For certain certificate courses which are self-sponsored, temporary teachers or professional experts are employed. We have a computer section where teachers are engaged on contractual basis. The College has a plan to engage a computer teacher with MCA Degree in the near future.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

Academic staff Development Programmes	Number of faculty nominated
Refresher courses	19
HRD programmes	Nil
Orientation Programmes	07
Staff training conducted by the University	03
Staff training conducted by other Institutions	04
Summer/winter schools, workshops, etc.	01

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning.

- ✓ Teaching learning methods/approaches
  -- The firms supplying the teaching learning materials give training to faculty members
- ✓ Handling new curriculum
  -- Organize a workshop on semester system
- ✓ Content / knowledge management
  --Lecture programme was organized by inviting Dr K G Bhattacharyya, Director of ASC, GU
- ✓ Assessments
  -- Academic committee meetings are held regularly regarding evaluation and assessment under semester system
- ✓ Audio Visual Aids multimedia
  --Demonstration by the supplying firms
- ✓ Teaching learning material development, selection and use
  --Trianing programmes by Geography and Education

c) Percentage of faculty

- * Invited as resource persons in Workshops/Seminars/Conferences organized by external professional agencies ---- 10%
- * Participated in external Workshops / Seminars/Conferences recognized by national/international professional bodies ---- 80%
- * Presented papers in workshops / seminars/ conferences conducted or recognized by professional agencies---- 60%

2.4.4 What policies/ systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The College Management is keen to keep the faculty members recharged. Although it cannot provide any research grant on its own, it encourages them to apply for research grants from external agencies. The College encourages teachers to take study leave under UGC Teacher Fellowship Programme. It also encourages teachers to attend Orientation Courses, Refresher Courses, Training Programmes and Workshops. The College grants leave for attending National / International seminars organized by reputed institutions. The College grants study leave to the faculty pursuing PhD. The College encourages faculty to apply for research grants. It also organizes Guest Lectures in various upcoming areas in different disciplines.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years.

Enunciate how the institutional culture and environment contributed to such performance / achievement of the faculty.

For excellence in teaching no teacher has received any national or state level award yet.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching learning process?

Yes, the College has introduced evaluation of teachers by students. The students have to fill up a feedback form at the session-end of each semester. On the basis of their teaching style, methodology or pedagogic skill and their interaction level the students evaluate their teachers. These feedback forms are analyzed by the IQAC and the Head of institution takes corrective measures to enhance the teaching learning process.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The academic calendar contains the details of all the College activities and evaluation process. The academic calendar is issued to all students at the beginning of the academic year indicating the time schedule for examination and the evaluation for the year. The course material is unitized and made available in each departmental Notice Board. Workshops have been organized for the students to make them aware of the evaluation process under semester system which has been implemented from 2011 under the Colleges of Gauhati University.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Semester system is newly implemented in Gauhati University. From 2011 only the colleges under Gauhati University conduct semester exams. According to this system 20% of the total marks in each paper is to be awarded by the College by conducting various internal assessment tools like seminar presentation, group discussion, written test etc. The evaluation of the end semester examination is conducted in different zones. Our College also entertains zones of evaluation of Gauhati University

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

Since our College is affiliated to Gauhati University, the examination system of our College, including syllabus designing, setting of question papers, conduction of examination etc. is done according to the pattern of the University. As per instructions

of the University the colleges have to undertake the mechanism for internal assessment through Group Discussion, Seminar Paper Presentation, Home Assignments, Field Works and Project Reports etc.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The achievement of students is mainly measured through the internal assessments and external examination conducted by the University. The internal assessment process has brought certain positive changes in the acquisition of certain skills. Departmental seminars have made the students exposed to different areas of their subjects bringing them close and free among themselves and teachers as a whole. Evaluation process, which is decentralized, makes the University run more efficiently and hastle free to pursue academic pursuits. On the spot evaluation by teacher in the evaluation Zones makes the declaration of results quick.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

After each sessional examination the performances of the students as well as poor performance are listed out by each department and accordingly more attention and concern is hinted at. The marks obtained in the internal exams are displayed in the Department Notice Boards.

The analysis of the performance of students during the last four years:

Degree results (in Semester system)

Sem 1 (2011)	Sem2 (2012)	Sem1 (2012)	Sem3 (2012)	Sem2 (2013)
46.67 %	54.69%	58.96%	58.49%	55.05%

The college has maintained a steady result for last four years depending on the results of the students enrolled in the first semester.

Degree Results in 3 rd year

BA 3 rd year	2011	2012	2013
Percentage	63.75	67.28	69.14

The percentage is gradually improving since 2011.

Our College, being affiliated to Gauhati University has introduced Semester system from 2011. Till now we have completed 5 semesters only. Internal assessment is now a major indicator of performance of the students. Our College ensures rigor and transparency in evaluating the students in (yearly) Annual system. The weightage of internal assessment was 10%. Now this has executed to 20%. Out of this 20% the departments evaluate the students mainly on the basis of two sessional tests, seminars and group discussions in the class.

2.5.6 What are the graduate attributes specified by the College / Affiliating University? How does the College ensure the attainment of these by the students?

The main thrust of the college is to prepare students to excel at higher level of studies. Our aim is to make them capable of getting employed and become good citizens. With this aim, we prepare our students by motivating them to participate in different extra-curricular activities, sports, literary activities, cultural events, NCC and extension activities to inculcate social awareness and involvement.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the College and University level?

If there is any grievance in evaluation of scripts in University examination, the examination committee of the College takes necessary steps to communicate it to the University authorities. The University has provisions for re-assessment and re-evaluation of the results.

As for college examination, if any grievance comes it is redressed by the teacher concern in the department. Answer sheets are shown to the students so that they can learn from their mistakes and improve in future.

2.6 Student performance and Learning Outcomes

2.6.1 Does the College have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these.

The College has clearly stated learning outcomes. These learning outcomes are known to the students and the stakeholders through the College prospectus which carries the institutional objectives. The academic calendar is so prepared that most of the objectives are reflected and the expected outcomes are achieved.

Academic results are the best representation of these learning outcomes. Students as well as teachers are made aware of their outcomes from this result. Teachers are instructed by the head of the institution to improve their results.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course / programme? Provide and analysis of the students results/achievements (Programme / course wise for last four years) and explain the differences if any and patterns of achievement across the programmes / courses offered.

To achieve the maximum learning outcomes, our College makes an effective strategy in the beginning of the session as per University academic calendar. The College academic calendar is designed along with internal examinations to be conducted in semester system of education. Once the students are admitted time table is framed and regular classes are commenced. For better understanding and clarity after the end of each chapter, class tests are arranged. Group discussions and presentation of papers in the class are also done.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Before the starting of the classes, the departments prepare the teaching plan, student centric teaching methodologies, assignments, seminars, group discussions etc. The HoDs monitor the teaching learning methods.

After the evaluation of the first internal test, slow learners are identified by the teachers of respective departments and remedial classes are arranged to make them ready for better results.

Two internal tests are conducted as per University calendar and class tests are held after the completion of each chapter. This improves their understanding of the course and makes them at ease to sit in the semester- end examinations.

The IQAC collects the marks of the test exams and accordingly necessary measures are suggested as and when necessary.

The Principal arranges meetings with the HoDs to get everybody apprised of their departmental performances. The best, average and poor students are listed out for more care and concern.

Feedback is collected from students at the end of each semester.

2.6.4 What are the measures / initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

To enhance the social and economic relevance of quality jobs, entrepreneurship, innovation and research aptitude of the courses offered, our College has an active ICGC, under the supervision of a team of four members of the teaching staff. The cell organizes activities as mentioned in 2.3.7.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

After the declaration of the results, especially University conducted results the Principal arranges meetings with IQAC members and staff as a whole to analyze and

apprise the results of various subjects. If the results are good all are congratulated for their effort and if is not up to the mark, they are motivated for improvement.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

To achieve maximum learning outcomes the College has various committees of the college like Academic Committee, ICGC, Women's study Centre, Students' Union Body etc. to monitor the achievement of the learning objectives. The Examination Cell takes a close look at the academic performance of the students.

2.6.7. Does the institution and individual teachers use assessment / evaluation outcomes as an indicator for evaluating as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

: Yes, the College and the teachers use assessment and evaluation as an indicator for evaluating student performance, achievement of leaming objectives and planning.

- Internal assessments are conducted by the teachers of different departments in a fair and systematic way. The Assessment is mainly done on the course being completed in the class. The topics already discussed in the class are thus thoroughly checked up and made clear if any confusion is found out.
- The annual examination and end semester examinations are held in strict observance to the rules of maintaining fairness. If any student adopts unfair means she is debarred from examination.

Criteria III- Research, Consultancy and Extension

3.1 Promotion of research

3.1.1 Does the institution have recognized research centre/s of the affiliating University or any other agency / organization?

No, the College does not have any recognized research centre, but a few teachers have been actively engaged as supervisors for PhD programmes in a few Universities such as Gauhati University, Dibrugarh University and Singhania University.

3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so , what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, the College has a research cell to monitor and address the issues of research activity comprising of the following members.

Chairperson :- Dr. Ajanta Dutta Bordoloi

Members 1. Dr. Manju Laskar

2. Dr. Biswajit Das

3. Dr. Kishore Kumar Sarmah

4. Dr. Namita Kalita

Major decisions taken during the last year:

1. Recommended four Minor Research Proposals for financial assistance from the UGC.

2. Recommended one Major Research Proposal under IGNCA, New Delhi.

3. Encourages the faculty members to publish their research findings in reputed journals.

4. Promotes research activities in the undergraduate level by selecting some innovative project works in the Departments of Geography, Assamese, and Environmental Studies.

5. Decided to procure sophisticated instruments for Geography Department of the college with a view to facilitating research work of international standard.

6. Encourages the faculty members to apply for research grants from UGC.

7. Decided to facilitate an uninterrupted supply of electricity and running water for quality research works.

8. Decided to install internet facility for facilitating up-to-date research works.

9. Decided to encourage research work in the following fields-

   (a) Study on different tribes of Nagaon District.

   (b) Research on Bat of an old Temple at Kandali area in Nagaon District in addition to a thorough study on socio- economic conditions of inhabitants of that region.

   (c) A teaching member of the Assamese department is engaged in study of different Tribal languages of Assam.

   (d) Another teaching member of the Assamese department is also engaged in study of the socio cultural aspects of the Tiwa community.

   (e) One teaching member of the Assamese Departrment is engaged in the study on Srimanta Sankardeva.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes projects?

The following measures are taken by the Institution -

1. Sufficient autonomy is granted to Principal investigators
2. Necessary arrangements for timely release of resources.
3. Provides sufficient infrastructure for research work.
4. Completes timely audit and subsequently submits the utilization certificates to the funding authorities.
5. Encourages qualified teachers to apply for PhD Guide ship of the University and of other research organizations

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- The college has made efforts in developing scientific temper and research culture and aptitude among students. For example,
  1. it encourages students to use ICT.
  2. it encourages the students to attend National Seminars, In-house Seminars, workshops etc.
  3. it encourages Field work /Survey for data collection and analysis.
  4. it encourages training to write research articles and their findings.

3.1.5 Give details of the faculty involvement in active research/Guiding student research, etc.

Sl. No	Name of faculty	Department	No. of Projects (Minor)	Guiding Student
1	Dr. B.K. Bhatta	Statistics	01	-
2	Dr. J. Jana	English	01	-
3	Prof. K. C. Das	Economics	01	-
4	Prof. K. Bhattacharjee	Statistics	01	-
5	Prof. L. B. Hazari	Economics	01	-
6	Dr. G. Choudhury	Sanskrit	01	-
7	Prof. R. Barua	Political Science	01	-
8	Dr. M. K. Chutia	Education	01	-
9	Prof. M. Borah	History	01	-
10	Prof. R. Kalita	Statistics	01	-
11	Prof. A. Patar	Assamese	01	-
12	Dr. J. Saha	Bengali	01	-
13	Prof. B. Goswami	Economics	01	-
14	Dr. S.Singha	Sanskrit	01	-
15	Dr. N. Kalita	Philosophy	02	-
16	Dr. K. K. Sharma	Librarians	01	-
17	Prof. R. Bora	Political Science	01	-
18	Dr. M. Saikia	Hindi	01	-
19	Prof. S. Ojah	Geography	01	-
20	Dr. B. Das	Assamese	01	-
				05

3.1.6 Give details of workshops / training programs / sensitization programs conducted / organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The following are a few workshops / programmes organized by the college which focuses on capacity building in terms of research and imbibing research culture among the staff and students.

1. Seminar on research Methodology was organized in the college by IQAC to motivate the students for research works.
2. A Mathematics popularization programme under the initiative of the Department of Mathematics was organized.
3. A Workshop on translation was organized jointly by the Department Of Assamese and National Translation Mission, Government of India.
4. A popular talk on 'Japan in the Global Context' was organized by the Department of Geography in the college and the popular lecture was delivered by Dr.Haruhisa Asada, a faulty member of Nara Women University, Japan.
5. A popular talk on "Japanese Society and women Education System" was organized by the Department of Geography and the lecture was delivered by Dr.Haruhisa Asada, a faulty member of Nara Women University, Japan.
6. A Rain Gauge machine has been setup at the college under a Collaborative Research Program between Kyoto University, Japan and Department of Geography, Gauhati University, which is being monitored by the Department of Geography, Nowgong Girls' College.
7. Dr. Taichi Hayachii, Associate Professor of Kyoto University, Japan, delivered lectures on "Rainfall distribution and Cyclone behavior in Indian Sub-continent" to the students of Geography (Major), Nowgong Girls' College.
8. Dr. Nityananda Deka, Asst.Prof in Geography, Nowgong Girls' College has been working as a team member under a collaborative Research Program between Kyoto University, Japan and Dept. of Geography, G.U. on 'Agro-ecosystem and Sustainable Development in the Brahmaputra Basin' since 2006.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

Sl. No.	Name	DEPARMENT	RESEARCH AREA	EXPERTISE	FACILITIES
1.	Sri S. Ojah	Geography	Wild Life	Conservation and Management of Rhino	Suggestive
2	Sri D. Mahanta	Mathematics	Mathematics Education	Preparation of Syllabus and Text Book	Suggestive and formulative

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Department	Name of the Researcher
Assamese	Dr. Upen Rabha Hakasam, Professor, GU Dr. Jyoti Prashad Tamuli, Professor, GU
English	Prof. Ranjit Dev Goswami, GU Prof. Amitav Roy, Jadavpur University
Hindi	Dr.Achyut Sarmah, HOD, GU
Bengali	Dr. Achyut Sarmah, GU Dr. Jogen Kalita, GU
History	Dr. R N Saikia, Eminent Historian, All India History Congress Dr. D Nath, Professor, DU
Mathematics	Dr. N R Das, Prof. of Mathematics, GU Dr. B C Kalita, Prof of Mathematics, GU
Geography	Dr. T Hayachii, Associate Prof. Kyoto University, Japan Dr. A K Bora, Professor, GU
Sanskrit	Dr. Rajen Sarmah, Professor, GU Dr. Achyut Sarmah, HOD, GU
Education	Dr. Nilima Bhagabati, Professor, GU Dr. Lutfun Rasul Saikia, HOD, GU
Poltical Science	Prof. Sandhya Goswami, GU Prof. Anuradha Dutta, OKD Institute of Social Change & Development
Philosophy	Dr. Mrinal Miri, Ex Vice-Chancellor, NEHU Prof. Benu Goswami, HoD, Nowgong College

Economics	Prof. M K Sarmah, Tezpur University Prof. Chandan Sarmah,Tezpur University
Statistics	Dr. Sarat Kakoti, Professor, DU Prof. Jadu Saikia, Retired Prof. Nowgong College
Environmental Science	Mr. P Shiv Kumar, IFS Mr. Ritu Raj Phukan, Environmentalist

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

- Nil

3.1.10 Provide Details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of institution and elsewhere to students and community (lab to land).

a) Most of the research findings are transformed into popular articles in magazines and newspapers for public awareness.
b) Some of the research findings are published in the form of books.
c) The Students are engaged in research activities.
d) The students are regularly informed of the research facilities cum opportunities in the college.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The following are the major heads of expenditure, financial allocation and actual utilization of resources.

Heads of expenditure	Total Budget 2009-2013	Allocation of Fund External/Agency/College	Actual Utilization
FIP	Rs. 14,34,320.00	UGC	Fully Utilized

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The college does not provide seed money to the faculty for research.

3.2.3 What are the financial provisions made available to support students research projects by students?

The college allocates fund to the students for field study with a view to support them in research projects.

3.2.4 How does the various departments/ units/ staffs of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing inter- disciplinary research.

Nil

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The institution provides optimum utilization of various equipments and research facilities like computer, internet, laboratory etc. to the research scholars and students when required by them.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Nil

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations Provide details of ongoing and completed projects and grants received during the last four years.

Minor Research Projects are :-

For 2009-10

Name Of The Faculties	Title of the Project	Name Of The Funding Agency	Amount sanctioned	Amount received	Total Grant Received (Rs.)
Sri K Bhattacharjee (Statistics)	Women Labour Utilisation Pattern in agriculture in Nagaon District of Assam	UGC	1,00000/-	65,000/-	90,000/-
Sri Ranjit Baruah (Political Science)	A critical analysis of armed forces Special Powers Act from Human Rights Perspectives	UGC	1,25,000	95,000	18,000
Sri Manuj Kumar Chutia (Education)	Environmental Awareness among College Students in Nagaon Sub-division	UGC	85,000/-	75,000/-	8,000/-

Sri Munin Borah (History)	Tea cultivation and its impact in the Brahmaputra Valley of Assam	UGC	85,000/-	60,000/-.	85,000/-
Sri Rita Kalita (Statistics)	Production and Marketing of vegetables in Kamrup District of	UGC	1,60000/-	1,00000/-	1,60000/-
Sri Amiya Pator (Assamese)	A comparative study of Tiwa culture (Plains and Hills)	UGC	1,27,000/	1,03,000/	1,27,000/
Sri Jayanti Saha(Bengali)	A Syntactical Study of the Bengali Language	UGC	1,28000/-	1,03,000/-	1,28000/-
Sri B Goswami (Economics	Socio-economic impact of NREGA with special reference to	UGC	1,35,000/-	10,2000/-	1,35,000/-
Sri Sanjita Sinha (Sanskrit)	A comparative study on the epoc----	UGC	1,00,000/	77,000/	1,00,000/
Sri Namita Kalita (Philosophy)	1)Euthanasia :A general and a special case in the Nagaon District of Assam with Special	UGC	1,06,000/-	83,000/-	1,06,000/-
Sri Kishore Kumar Sarmah (Librarian)	Information Marketing Scenario with reference to special libraries of Assam	UGC	1,55000/-	1,55000/-	1,55000/-
Sri B. Das	Tiwa and endangered language	UGC	1,20,000/	1,00,000/	1,20,000/

2010-11

Name Of The Faculties	Title of the Project	Name Of The Funding Agency	Amount sanctioned	Amount received	Total Grant Received (Rs.)
Sri K C Das (economics)	Household Characteristics and forest resource dependency in the forest villages of Laokhowa Wildlife Sanctuary	UGC	1,40,000/-	1,00,000/-	1,40,000/-
Sri Ranjana Borah(Political Science)	Political participation of Women in PRIS-A cash study of Kaliabor sub-division	UGC	1,45000/-	1,15,000	1,45,000
Sri Lohit Payeng (Education)	A study vocationalised of Education at Secondary level in Nagaon Sub-division	UGC	1,50,000/-	1,10,000/-	1,50,000/-
Sri Manika Saikia (Hindi)	Asomia Aur Hindi Lok-Kahawaton Ka Sankalan Aur Hindi Me Mulyankan	UGC	1,10000/-	80,000/-	1,10,000/-
Sri S Ojah	Participation....of nagaon, Assam	UGC	1,50,000/-	50,000/-	1,50,000/-

2011-12

Name Of The Faculties	Title of the Project	Funding Agency	Amount sanctioned	Amount received	Total Grant Received
Sri Nitu Kri. Gupta	Women narrative and the dynamics of gender identity	UGC	95,000/-	72,000/-	ongoing

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The following facilities are provided to the students and research scholars within the campus-

a) Library
b) Departmental Laboratory
c) Computer centre
d) Internet
e) Hostel facility

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The following are the strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research-

a) Digital Library
b) Digital Classroom
c) Research centre for North- East Study

3.3.3 Has the institution received any special grants or finances from industry or other beneficiary agency for developing research facilities? If 'yes' what are the instruments/facilities created during the last four years.

Our institution has not received any special grants or finances from the industry or other beneficiary agency for developing research facility.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus /other research laboratories?

Research scholars have made use of the libraries and laboratories of the following universities and institutions:

a) Gauhati University
b) Tezpur University
c) Assam University
d) Dibrugarh University
e) Singhania University
f) IIT(G)

3.3.5 Provide details on the library/information resource centre or any other facilities available specifically for the researchers?

The following facilities are available in the College library for the researchers.

1. Central Library : Reference Section
2. A good collection of Manuscripts

3.3.6 What are the collaborative research facilities developed/created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

The following collaborative research facilities are developed in the college.

A Rain Gauge machine has been setup at the college under a Collaborative Research Program between Kyoto University, Japan and Department of Geography, Gauhati University which is monitored by the Department of Geography, Nowgong Girls' College.

3.4 Research publication and awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

* Patents obtained and filled (process and product)- Nil

* Original research contributing to product improvement- Nil

* Research studies or surveys benefiting the community or improving the services

1. The survey of Prof. Smarajit Ojah on census related to Rhino and Swamp Deer has contributed to conservation and management of those species in the forests of Assam .

2. GIS and Remote Sensing based Mapping and Documentation work of Laokhowa and Burhachapari Wild life Sanctuaries are benefitting the users by Prof. Smarajit Ojah.

3. Research Studies on gender difference on academic achievements in CBSE X Examination in Greater Guwahati are benefitting the community.

* Research inputs contributing to new initiatives and social development-- Nil

3.4.2 Does the institute publish or partner in publication of research journals? If yes, indicate the composition of the Editorial Board , publication policies and whether such publication is listed in any international database.

The college has a plan for publishing a Research Journal on North-East study.

3.4.3 Give details of publication by the faculty and students:

Department	Name of the teacher	No. of papers published	Chapters in Books	Books Edited	Citation Index/Monograph	Books with ISBN/ISSN
Assamese	Dr M Laskar			03		05
	Dr B Das	05		01		01
	Dr B Malakar	02				01
Bengali	Dr J Saha	01				
	R Saha	02				
	R R Dey	04				
Economics	D Sarma	01				
	L B Hazari	04				
	K C Das	03		01		
	B Goswami	01				
Education	Dr. M Chutiya	01	02			01

English	M Kakoti	01				
	Dr J Jana	12		01		
	P Burhagohain	04				
	N Gupta	04				
	M Kashyap	06				
Geography	Dr D Saikia	04				
	S Ojah		01	01		
	N Deka	14	11	02	02/01	
Hindi	L Borbora	04				
	Dr M Saikia	03		02		02
	U Bhagat	01				
History	P M Duerah	01				
	S Hazarika	03				01
	M Borah	05				
	K Bora	06				
Mathematics	R Debnath	01				
	D Mahanta	02	12	02		01
Philosophy	G Goswami	01				
	Dr G Devi	04				
	Dr S Bora	07				
	Dr N Kalita	11	04			
Pol. Science	R Bora	03				
	R Deka	03				
	R Barua	04		01		
	S J Bora	01				
Sanskrit	Dr M Barua	01				
	Dr S Singha	05				
	R Deka	04				
	Dr N Mili	03				
Statistics	K Bhattacharjee	01				

3.4.4 Provide details (if any) of

* research awards received by the faculty:

No such award has been received by the faculties yet.

* recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally.

Dr. Biswajit Das, a faculty member of the Assamese Department, has been recognized as an expert by National Translation Mission.

* Incentives given to faculty for receiving state , national and international recognitions for research contributions

The Institution always encourages the faculties to carry on Research which brings laurels to the College.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute – industry interface

As our college is an Arts college, so, there is little opportunity for establishing institute- industry interface.

3.5.2 What is the stated policy of the institution to promote consultancy ? How is the available expertise advocated and publicized?

Many faculty members are engaged in consultancy services in various regional and national levels. They participate in seminars and workshops organised by concerned departments and institutes as Resource Persons.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for Consultancy services ?

Our institution always encourages the staff to utilize their expertise for any kind of consultancy and provides all possible facilities to them.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Name of the teacher	Consultancy area	Revenue generated
Sri Namita Kalita (Department of Philosophy)	NHRM (2008)	Rs. 800/-
Dr. B K Bhatta (Department of Statistics)	SSA (2010)	Rs. 30,000/-
Dr. B K Bhatta (Department of Statistics)	SSA (2011)	Rs. 10,800/-

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved : institution) and its use for institutional development ?

The income generated from the consultancy services are utilised for developmental works of the institution.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution- neighbourhood-community network and Student engagement, contributing to good citizenship, service orientation and holistic development of students ?

Nowgong Girls' College is fully aware of its duties and responsibilities to the students in their pursuit of knowledge pertaining to academics and moral life as a whole. It also extends its services to the neighbourhood community and society as a whole by providing different kinds of services. These include—

Rallies are organised from time to time to raise voice against atrocities done towards women like rape, domestic violence, celebrating no tobacco day, Women Empowerment Day, AIDS awareness camp, health and hygiene related seminars, visit to orphan house and extending support to the children by supplying food and reading materials, giving free classes to 10th standard students, supplying relief materials to flood affected areas, adopting village for the uplift of the backward section of the society and by visiting District jail and Central Jail and meeting the inmates, specially the women convicts, to give them moral boost to come out of their mental depression. Besides these, with a holistic aim of giving service to the needy women in the neighbouring areas, our college has introduced a few courses like Cutting and Tailoring, Computer Courses, A Day Care Home etc. at a minimum fee.

3.6.2 What is the institutional mechanism to track students' involvement in various social? Movements / activities which promote citizenship roles?

Women Study Cell and Alumni Association of the college involve the students in different social activities and the programmes to promote citizenship roles. The institution encourages them to be involved in social programmes / activities through NGOs like Red Ribbon Club, Sankar Mission, State Home etc. It also offers the best student award to encourage them in various extension activities of the college.

3.6.3 How does the institution solicit stake-holder perception on the overall performance and quality of the institution?

Our college solicits stakeholder perception on the overall performance and quality of the institution by welcoming stakeholders for general scrutiny in matters of academic atmosphere, surrounding environment, administrative and infrastructure development.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The college has few Cells for extension and outreach programmes like ' Women Study Cell' and 'Alumni Association' which plan programmes for extension and society oriented services. The college meets the expenditure from its own source for such programmes. Some major society oriented extension and outreach programmes are specified below.

Sl. No	Date & yr	Programmes	Expenditure
1	30.6.09	Workshop on Drama at College Auditorium by Alumni Association	Rs. 34,124/-

2	8.03.10	International Women's Day at Central Jail & Special Jail by Women Study Cell	Rs.650/-
3	7.4.10	World Health Day Celebration At Ujan Haiborgaon Primary School by Women's Study Cell	Rs.650/-
4	3.5.10	'No Tobacco Day' was observed by organizing a work-shop by Women Study Cell in collaboration with YEEASSCO (Youth Educational Economic Agricultural Scientific Social and Cultural Organisation)at Nowgong Girls' College	Rs.850/-
5	14.5.10	Visit to Nagaon State Home for distributing reading materials and food-stuffs by Women Study Cell	Rs.5000/-
6	5.6.10	Celebration of World Environment Day at Nowgong Girls' College	Rs. 300/-
7	16.9.10	A Workshop on HIV & AIDS awareness programme was organized at College Auditorium	Rs.810/-
8	7.12.10	Free Health Camp at SBP(Swahid Bhugeswari Phukanani) Hostel & PDP(Padmawati Devi Phukanani) Hostel of Nowgong Girls' College and was attended by Physician Dr. Munindra Saikia of Nagaon arranged by Alumni Association, NGC	Rs. 1720/-
9	8.3.11	Free Health Check-up Camp at Itapara organized jointly by Women' Study Cell and Alumni Association and was attended by physicians like Dr. Awal and Dr. Dipanju Nayak.	Rs. 4390/-
10	7.4.11	Health Awarness Camp at PDP Hostel organized by Alumni and attended by Dr. Bibha Goswami and Dr. Bijaya Baruah	Rs.797/-

11	8.8.11	Ten Days Yoga Camp at College Auditorium organized by Alumni Association in collaboration with Women's Patanjali Yoga Samiti,Nagaon in Assam	Rs. 1460/-
12	11.2.12	A National Seminar on ' Women's Entrepreneurship Development Programme- Challenges and Opportunity in North East India' was organized by Women Study Cell, Nowgong Girls' College. The Resource Persons were 1. Dr. Shyam Bhadra Medhi, 2. Dr. Ajunta B Rajkhowa 3. Mrs. Jyotsna Goswami	Rs. 50,000/-
13	12.3.12	A Food Processing Training Camp was arranged by Alumni Association , NGC, and the participants were trained by Sri Mira Bhuyan	Rs. 615/-
14	13.3.12	A talk on ' Women Entrepreneurship' was organized by Women Study Cell, NGC, on the occasion of International women's Day and the Speaker was Mrs. Jyotsna Goswami	Rs. 1705/-
15	7.5.12	A six daysWorkshop organized at College Auditorium by Alumni Association in collaboration with Art of Living on basic course.	Rs. 180/-
16	13.3.12	A Workshop on promotion of girl child was organized by Women Study Cell at College Auditorium and the resource persons on that occasion were Dr. Bibha Goswami	Rs.3000/-

		and advocate Mrs. Bibha Phukan	
17	8.4.13	A course on cutting and tailoring was organized by Alumni Association at the college and instructed by Sri Jyoti Dadhara	Rs. 317/-

Community and student related programmes

Sl. No.	Date of examinations	Name of Examination	Budget
1	31-10-2010	Examination for Assistant Inspector of Excise	Rs.17,850/-
2	10-01-2011	Railway Examination	Only Venue
3	05-02-2011	Asstt. Audit Officer Examination	Rs. 30,780/-
4	10-03-2011	MVI Test Examination	Only Venue
5	10-01-2012	TET Examination (State Level)	Rs. 42,130/-
6	08-01-2012	Meter Reader and Bill Clerk Examination, ASEB	Rs. 32,300/-
7	24-03-2013	TET Examination (State level)	Rs. 23,200/-
8	27-10-2013	Junior Asstt. Exam.(Under Commissioner of Transport)	Rs. 23,800/-
9	Year 2011	Assembly Election Traning Camp	Only Venue
10	Year 2013	Panchayat Election Traning Camp	Only Venue

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies ?

Our College always promotes the participation of students and faculty in all types of extension activities including participation in NCC. The NCC team of the College has been participating in the following regional and national programmes.

State Level programmes

1. A ' Slogan writing and Poster making competition' was organized by Nowgong College on 10 September 2012 on the occasion of World Environment Day and our College got the first prize.
2. Our NCC team participated in the March Pass at Nurul Amin Stadium, Nagaon on the occasion of celebration of the Independence Day in the year 2011 and 2012.

3. Thirty Cadets of our College participated in the programme organized by 8th Assam Battalion (NCC) on 13 October 2012.

Besides the above programmes, our NCC team joined in various National Integration Camps (NIC) held at different places outside Assam from 2010 to 2013.

Prof. Rashmi Deka, Deptt of Sanskrit, of our college attended the NCC Officers' Training Course held at Gwalior from 12 August to 9 November 2013 and she has been assigned designation of Associate NCC Officer (ANO).

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the College to ensure social justice and empower students from under-privileged and Vulnerable sections of the society?

The various cells like the Alumni Association and Women Study Cell , along with the help and support of other departments of the college , have been organizing various society and student oriented programmes with a view to ensure social justice for the under –privileged and vulnerable sections of the society. Please see details at item No. 3.6.4

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The objectives of the extension activities of the college are to inculcate values such as national integration , ethical, moral and social values , aware of the environment among the students and the people. The expected outcomes are as follows :

Sl. No.	Extension activities	Outcomes
1	An awareness programme on AIDS	Health and hygiene
2	A popular talk on Women Empowerment	Development of women and economic independency
3	A talk on Domestic Violence	Establishment of social justice and family peace
4	A lecture on Community Forest Management, Sept.2013	Protecting natural resources and environment

5	Educational tours to the places of Historical importance and cultural heritage	Developing patriotism and conscious about cultural heritage
6	A Yoga Camp for students	Health development
7	A community Survey	Learning community experiences
8	A lecture on Antarctica Expedition , 3rd Oct.2013	Environment conscious and information about Antarctica
9	A Health Camp on Skin diseases	Health awareness
10	A Camp on Art of Living	Development of moral and spiritual values

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities.

Nowgong Girls' College ensures the involvement of the community in its reach out activities by choosing a particular community. Besides this, some health related camps and programmes with enormous support from the locality are being organized to make the people aware of their health.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The College has constructive relationship with local institution as well as state level institutions.

A) Local Bodies
   i) Lekhika Samaruh
   ii) Red Ribbon Club
   iii) Patanjali Yoga Society
   iv) SSEAEP (Society for Socio-Economic Awareness and Environment Protection)
   v) Senior Citizens Forum, Nagaon

B) State Level
   i) IITGuwahati
   ii) Assam College Teachers' Association
   iii) Wildlife Division , Government of Assam
   iv) Prahar, a NGO
   v) Asom Mahila Samata Society

3.6.10 Give details of awards received by the institution for extension activities and / contributions to the social / community development during the last four years.
The college has not received any award during the last four years.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Our college collaborates and interacts with other Universities, Research laboratories and other such research industry. The following are such research laboratories, institutes and industry which are being used by our faculties.

1) IITGuwahati
2) Dibrugarh University
3) Kyoto University, Japan*
4) OKDISCD, Guwahati
5) KKHSOU,Guwahati

* Under a collaborative Research Programme between Kyoto University, Japan and Department of Geography, GU, a Rain Gauge Station has been set up at the college which is being monitored by the Department of Geography, Nowgong Girls' College.

3.7.2 Provide details on the MoUs / collaborative arrangements (if any) with institutions of national importance / other universities / industries /Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

Dr. Nityananda Deka , Assistant Professor in the Department of Geography, Nowgong Girls' College, has been working as a team member under a collaborative Research Programme between Kyoto University, Japan and Department of Geography, GU on the problem "Agroecosystem and sustainable Development in the Brahmaputra Basin" since 2006. Moreover, as a result of the collaborative arrangements between Kyoto University,Japan and our college, a lecture programme on " Rainfall Distribution and Cyclone Behaviour in Indian Sub-continent" was arranged in the College and the lecture was delivered by Dr. Taichii Hayachi, Associate Professor of Kyoto University, Japan.

3.7.3 Give details (if any) on the industry- institution-community interactions that have contributed to the establishment /creation / up-gradation of academic facilities , student and staff support, infrastructure facilities of the institution viz. laboratories/ library / new technology / placement services etc .

Our institution has industry- institution – community interactions that have led to the following establishments in the college. The following are some examples:-

1) Six students are recruited by ICICI Bank (placement)
2) Women Study Cell Room was constructed by Mr. Mahavir Karwa in collaboration with Ankur Society & Economic Development Organisation, Nagaon(Infrastructure)

3.7.4 Highlighting the names of eminent scientists / participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Nowgong Girls' College organized a number of National Seminars / Workshops / International Seminars sponsored by the following agencies in the college during the last four years. A number of eminent resource persons / Scientists along with the participants of various institutions of the State and the Country were invited to the above mentioned programmes.

The following are the detailed information regarding the seminars /workshops etc. in the college.

Sl No	Year and Date	Topics	National/ Internatio nal	Name of Resource person/s	Sponsoring Agency
1	16 to 19 Feb, 2009	Self analysis and vision setting	District level	Dr. K G Bhattacharya, Director, ASC, GU	IQAC, Nowgong Girls' College
2	8 and 9 July,2010	A workshop on Research Methodology	State level	Dr. Anuradha Dutta,OKD Institute of social change	IQAC, Nowgong Girls' College
3	2011	Workshop on application of GIS and GPS in Geography [18 days workshop]	State level	Dr Ashok Bora,GU Dr. Dulal Goswami,GU	Self financed
4	22-Jan-2011	Assam in the 19th century – A historical reassessment	National level	Dr. D. Nath DU Prof. A Roy Jadavpur University Dr.R. N. Saikia President All india History Congress	UGC
5	31-Jan-2011 and 1-Feb-2011	National Seminar on "conflict situation in North East India For national	National level	Prof. A. Dutta GU Dr. A.N.S. Ahmed Visiting Prof. IIT Gauhati	UGC

		intregration"			
6	2-Jun-2011	Workshop on Semester system	State level	Dr.K.G.Bhattacharjee Academic Staff College,Guwahati	Nowgong Girls,college
7	28and29 October2011	Workshop for teachers and students in Mathematics and Science	State level	Dr. B.C Kalita, G.U Dr. Ranjit Barman ASTEC	ASTEC
8	11-Feb-2012	Women Entrepreneurship Development Programme – Challenges	National level	Dr. S.B. Medhi Ministry & Rural Development Dr. A.B. Rajkonwar Ministry & Rural Development	UGC
9	22-March-2012	National Seminar on Internal displacement in North East India	National level	Dr.M.Hussain GU Dr. S. Chakrabarty Cotton College	UGC
10	9-April-2012	Workshop for teachers and students in Mathematics and Science	State level	Dr. T.K.Dutta G.U D.Mahanta Nowgong Girls' College	By Mathematics Departments

3.7.5 How many of the linkage / collaborations have actually resulted in formal MoUs and agreements? List out of the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and / or facilitated-

Our College is maintaining the following linkages that have resulted in formal agreements. Detail information in this respect have been cited below.

Sl. No	Organisation/ Agencies	activities

1	Lekhika Samaruh, Nagaon Branch	Drama Work-shop
2	Red Ribbon Club	AIDS Awarness programme
3	Patanjali, Nagaon	Yoga Camp
4	Wildlife Division, Government of Assam	Community and Forest Management
5	Kyoto University , Japan	Rain Gauge Station

a) Curriculum development / enrichment Nil
b) Internship / On- the-job training Nil
c) Summer placement Nil
d) Faculty exchange and professional development Nil
e) Research Nil
f) Consultancy Yes
g) Extension Yes (KKHSOU)
h) Publication Yes, EBS Publication, Guwahati
i) Student Placement Yes, (ICICI Bank-6)
j) Twinning programmes Nil
k) Introduction of new courses PG course in Assamese
l) Student Exchange Nil
m) Any Other Nil

3.7.6 Detail on the systematic efforts of the institution in planning, establishing and implementing the initiatives of the linkages / collaborations.

Nowgong Girls' College always encourages planning, establishing and implementing the initiatives of the linkage and collaborations in respect of research, consultancy and extension activities. The committees and different cells, formed for that purpose, are always active and they take initiatives in planning , establishing and implementing the linkage.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The college is keen to provide adequate modern infrastructure for the ever expanding domain of education. It has been striving to create and enhance infrastructure by tapping the available funding opportunities since its inception. However a lot is yet to
be done to achieve its goal.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities :

1.	Numberof Classrooms:	25
2.	Technology enabled learning spaces :	6
3.	Seminar Hall :	1
4.	Tutorial Spaces :	3
5.	Laboratories :	3
6.	LCD Projectors :	4
7.	Smart Board :	6

b) Extra–curricular activities :

1.	Indoor Sports Complex : construction)	1(Under
2.	Playground (Mini) :	1
3.	Rooms for NCC, NSS :	1
4.	Yoga Centre :	1
5.	Public Speaking facilities :	2

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution campus and indicate the existing physical infrastructure and the future planned expansions if any).

Nowgong Girls' College has meticulously planned optimum utilization of the limited physical space, which the college is pretty aware of, so that creation and enhancement of infrastructure is possible to facilitate the ever increasing teaching – learning requirements. For example, the college has been encouraging multi-storied RCC structures rather than the Assam- Type (Single Storied)buildings. (Master Plan will be produced at the time of NAAC Peer Team visit)

4.1.4 How does the institution ensure that the infrastructure facilities meet the

requirements of students with physical disabilities?

The college provides the basic minimum facilities for the physically disabled students such as easy access to classrooms, Special hostel rooms
and medical facilities.

4.1.5 Give details on the residential facility and various provisions available within them:

- Hostel Facility : 207 Seats
- Recreational facilities : Teachers' Common Room, Students Common Room
- Yoga centre : 01 Room

- Students can have access to internet in the computer labs and departmental computers.
- Facilities for medical emergencies : Health Centre with part time Physicians, Caretaker and MoU with P .K Memorial Nursing Home.
- Library facility in the hostels : 1000 books
- Internet Facility : Internet facilities are available in the computer labs and in the teaching departments.
- Recreational facility - Common room with a TV set
- Facilities for Sports and games
- Available residential facility for the staff and occupancy :
    1. Residential Quarter for Hostel Superintendent
    2. Residential Quarter for Hostel Caretaker
    3. Gate keeper's quarter
- Constant supply of safe drinking water is available in the college and the hostel
- Security : Adequate security measures are adopted for security within the college campus.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

1. M0U with P.K Memorial Nursing Home (Pvt.), Nowgong Girls' College for subsidized treatment for students teachers and employees
2. Four College Physicians (part time)
3. One Health Caretaker(Part Time)

4.1.7 Give details of the Common Facilities available on the campus :

The following are the common facilities available on the campus :

a. Library
b. Canteen
c. Recreational spaces for staff and students
d. Safe drinking water
e. Indoor Sports facility
f. Computer Lab with internet facility
g. Sanitation Facility
h. Playground (Indoor)
i. Yoga Centre
j. Day Care Centre
k. Generator
l. Solar energy in Hostels

4.2 Library as a Learning Resource:

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the library has an Advisory Committee comprising of the following members

- Students can have access to internet in the computer labs and departmental computers.
- Facilities for medical emergencies : Health Centre with part time Physicians, Caretaker and MoU with P .K Memorial Nursing Home.
- Library facility in the hostels : 1000 books
- Internet Facility : Internet facilities are available in the computer labs and in the teaching departments.
- Recreational facility - Common room with a TV set
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Yes, the library has an Advisory Committee comprising of the following members

- Principal – Chairperson
- Librarian – Secretary
- Vice-Principal – Member
- 3 (three) faculty members
- Two student representatives

Some of the significant initiatives that were undertaken by the committee were –

- Jurisdiction for selection of reading materials – by librarian, faculty members & students
- Permission to install SOUL Software and to start data entry process
- Expanded the Teachers' Reading room
- Decoded to open a cultural museum in the library (collection of materials already started)
- Provided a clean and hygienic atmosphere in the library
- Provided the library with proper physical facilities to make it user friendly

4.2.2 Provide details of the following:

- Total area of the library (in Sq. Mts.) :
  - ✓ Reading Room – 265.72 Sq.Mts
  - ✓ Stack Room - 220.22 Sq.Mts
- Total seating capacity :
  - ✓ Students - 120
  - ✓ Staff - 14

Working hours :	From	T o
On working days	8.30 AM	4.00 PM
On holidays	-	-
Before examination days	8.30 AM	4.00 PM
During examination days	8.30 AM	5.30 PM
During Vacation (Summer Holidays)	10.00 AM	4.00 PM

Layout of the library : Annexure (to be produced at the time of NAAC Peer Team Visit)

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library holdings	2009-10		2010-11		2011-12		2012-13	
	Nos	Total Cost (Rs)	Nos	Total Cost (Rs)	Nos	Total Cost (Rs)	Nos	Total Cost (Rs)
Text books	725	37732/-	703	1,63,500/-	809	85,000/-	1001	76,599/-
Reference Books	134	9000/-	66	98,317/-	34	45,715/-	29	26,000/-
Journals/ Periodicals	22	5000/-	23	6500/-	24	7000/-	24	7191/-
e-resources	-		-		-		-	
Any other (specify) CD/DVD	17		-		-		-	

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

In regard to the provision of ICT, the library has –

- Computer - 02
- Printer - 01
- CDs/DVDs - 38
- E- journal (in CD form)01
- It is pertinent to mention that at present the users can locate the books present in the library with the help of OPAC through the SOUL software with the help of the librarian.
- For public access there is a fully equipped computer centre adjacent to the central library where the users can browse and download the needed information.
- Library automation : data entry is going on

4.2.5 Provide details on the following items:

- Average number of walk-ins : 250/day (avg)
- Average number of books : issue = 45/day (avg)
  return = 35/day (avg)
- Ratio of library books to students enrolled : 30:1
- Average number of books added during the last three years :

Year	Procured	Donated	Total
2011	769	74	843

2012	843	205	1048
2013	1030	280	1310

Average number of login to OPAC : average 5 times/day (in-house under the SOUL software)

- Details of "weeding out" of books and other materials : Once in two years and the books so taken out are placed in a separate corner for future use

4.2.6 Give details of the specialized services provided by the library :

Manuscripts : Has a good collection of manuscripts where the students can browse on these rare materials for information and knowledge.

- Reference : This service is provided both to the faculty members and the staff regarding Ready Reference as well as location of books etc.
- Reprography : There is a provision of a Xerox machine where the students can avail its facilities with a discount.
- ILL (Inter Library Loan) : There is a inter-library loan facility for exchange of books with the neighbouring colleges.
- Information Deployment and Notification : Apart from the library notice board there is a bulletin board in the reading room to inform the users about some interesting news and facts, this is another form of Article alert.
- Newspaper and Periodical Stand for proper display
- Question Bank System: The library has a good collection of question papers where the users can refer them.
- Book Bank System : Normally the students are allotted books in this order

Higher Secondary = 2
B.A. (General) = 3
B.A. (Major) = 5

It is worth mentioning that students who are economically backward are provided an additional 3 to 4 books to be used till the examination.

- Reading List/Bibliography Compilation : The users are intimated about the new arrivals in the library
- In-house access to e-resources : Users can access the location of books in-house through OPAC with the help of SOUL software.
- User Orientation and Awareness: This service is imparted to the users to acquaint them about the location of books in the stacks, the services available and the help that one can have from the library, rules and regulations etc.
- Assistance in searching Databases: Help is rendered for searching a book through the SOUL software that is in the library.
- INFLIBNET/IUC facilities: Plans are there for N-List facilities.
- There is a provision for reservation of books by the users. A user can book a

reading material in advance which is kept for them for a period of 2 days at the circulation counter.

- There is a separate corner for novels and award winning books for the users. This is felt because the student community has more or less lost their flair for reading good books. The library hopes that more students will keep themselves busy by reading these books and this will make them into readers out of non-readers.

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- The library staff provides extra time to students and teachers as and when required.
- Though the library is an open access one, the staff goes to the stack area to retrieve the book for the users.
- The Library staff keeps the library clean and tidy
- The staff takes utmost care for users satisfaction. Service to the users is the motto

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The library is aware of the needs of all the users. At present no visually challenged person has availed its service. In regards to physically challenged users, the staff will definitely take a positive step like accompanying as well as directing the persons to the stacks for retrieving the books and also providing a sitting space conveniently.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

There is no separate feedback form for the library but there is ample scope for the users to air their views through a separate library complaint box which is regularly checked. Over and above, a user can directly come to the library to assist and advice the staff including the librarian about the functioning of the library. There is always a scope for improvement.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration :

Total number of Personal Computers : 58

Total number of Laptops : 01

1. Office of the Principal : Number of Computer : 01
   a. Personal Computer in the Office of Principal : Intel duel Core CPU 2 GB RAM, 500 GB HDD, DVD RAM, 18.5" TFT, 600 VA UPS
   b. Office Assistant : Number of Computers : 07

      Intel Core i3 CPU, 2 GB RAM, 500 GB HDD. DVD Writer, 18.5" TFT 600 VA UPS
   c. 3 Nos. - Intel duel Core CPU, 500 GB, 2 GB RAM, DVD Writer, 18.5" TFT, 600 VA UPS

2. Language Lab : Number of Computers : 6

Intel Core 2 duo CPU, 250 GB HDD 2 GB RAM, DVD Writer, 15.6" CRT monitor

3. Computer Lab : Number of Computers : 10

Intel Core i3 CPU, 500 GB HDD 2 GB RAM, DVD Writer, 18.5" TFT Monitor, 600 VA U PS

6 Nos. – Intel Core 2 due CPU, 250 GB HDD 1 GB RAM, DVD Writer, 18.5" TFT 600 VA UPS

7 Nos. – Duel Core CPU, 160 GB HDD 1 Gb RAM, DVD Writer, 15.6" TFT, 600 VA UPS

4. Departments : Number of Computers : 13

Intel Core i3 CPU 500 GB HDD 2 GB RAM, DVD Writer, 18.5" TFT 600 VA UPS (Ass, Eng, Hin, Phil, Eco, Hist, Edu, Pol.Sc, Sns, Beng, Maths, Stats, Geo.)

5. Classroom : Number of Computers : 03

   Intel Core i3 CPU 500 GB HDD 2 GB RAM, DVD Writer, 600 VA UPS
6. Server Computer : Number of PC : 01
7. IQAC Office : Number of PC: 02

   Intel Core i3 CPU, 1 TB HDD 4 GB RAM, DVD Writer, 18.5" TFT 600 VA UPS
8. Office Laptop : Number of PC: 01

   Intel Core i3 500 GB, 2 GB RAM, DVD Writer, Web Cam

- Computer-student ratio : 1:25
- LAN facility : Yes. In Office
- Licensed software : 03 --: (i) SOUL package, (ii) College Automation Software and Window XP
- Number of nodes/ computers with Internet facility :
  Internet facilities are available in all Departments, Library, Office and Hostel.

4.3.2 Detail on the computer and internet facility made available to the faculty

and students on the campus and off-campus?

All the departmental computers including library and office are connected with BSNL broadband facility. Teachers and students avail the internet facilities.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The institution has a definite plan for constructing a computer lab comprising 50 computers and high-speed internet facility. Stand-alone facility is also in the future institutional plan

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Year	Procurement	Upgradation	Maintance	Remarks
2009-10	Rs. 3,10,00.00	Rs 45,000.00	Rs.1,00,00.00	
2010-11	Rs. 3,75,00.00	Nil	Rs.25,000.00	
2011-12	Rs. 6,25,00.00	Rs.30,000.00	Rs.30,000.00	
2012-13	RS.1,35,000.00	Nil	Rs.40,000.00	

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The institution engages one computer instructor to assist the staff and the students. We have link with three firms in case of ICT related assistant. A few class rooms have been fitted with smart boards.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The ICT facilities have been fully utilized for a student centric environment of learning activities. As few examples of ICT application are cited below

1. The teachers help the students to search the internet for study material
2. Teachers and students present seminar papers through LCD
3. The students use the system for visualising related CD and movies
4. Compulsory computer course helps the students to use ICT facilities

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The teachers search related data by the internet facility provided.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of various facilities as follows :

a.	Building	College Fund		6,16,236/-
		UGC Fund		80,50,000/-
		Hostel Fund		7,47,308/-
b.	Furniture	College Fund		2,50,000/-
		UGC		65,000/-
		Hostel		2,00,000/-
c.	Equipment	UGC	Additional Grants	40,61000/-
			Merged Scheme	9,70,000/-
			College Development	50,000/-

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The institution has different committees for maintenance and upkeep of the infrastructure, facilities and equipments.

i) Construction Committee looks after the maintenance and upkeep of the infrastructure.

ii) Purchase Committee purchase the equipments and materials

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

The departments concerned inform the Principal and accordingly calibration and other precision measures are taken.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- The college has its own transformer located in a convenientplace within the college camputer. Two generators and two online UPS are there for uninterrupted power supply.
- One solar energy plant is installed in the hostel
- Constant supply of water is assured through electricity and solar energy plant

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the college publishes its Prospectus and Academic Calendar annually. These documents provide the following information of the college:

1. Vision, Mission and Objectives of the college
2. Programmes/ courses of study offered
3. Career Oriented and Self Sponsored Courses
4. Different academic and co-curricular activities
5. Rules and Regulations of the college
6. Rules and Regulations of the college hostels
7. Names of the Teaching Staff and the Support Staff
8. Fee structure of the college and hostel
9. Academic calendar of the college
    i) Examination dates
    ii) Working days
    iii) Holidays
    iv) Festival days
10. Scholarships and prizes for the students

The college ensures its commitment and accountability by working together for achieving its mission and vision. There is provision for continuous monitoring of the students, maintenance of good habits and discipline, evaluation of teaching and learning by students through feedbacks. Efforts are made for improving work-culture in the college with active cooperation of the students.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

(A)

TYPE	YEAR	No. of Students	Amount
Students' Aid Fund	2009-10	47	₹23,500
	2010-11	50	₹40,000
	2011-12	45	₹36,000
	2012-13	63	₹63,000
Kuntala Hazarika Memorial (for HS Final securing highest total among NGC students and continuing Degree in our college)	2009-10	1	₹1,000
	2010-11	1	₹1,000
	2011-12	1	₹1,000
	2012-13	1	₹1,000
Muktaram Gayan Merit Award (Degree Ist year, securing highest mark in among all Major students)	2009-10	1	₹1,500
	2010-11	1	₹1,500
	2011-12	1	₹1,500
	2012-13	1	₹2,000
NGC Merit Award (2 nos.) (Highest total in HS Ist year & Highest total in Degree Ist year)	2009-10	1	₹1,500
	2010-11	1	₹1,500
	2011-12	1	₹1,500
	2012-13	1	₹1,500
Maloti Bora Family Award (Highest Mark in Education Major in BA Final)	2009-10	1	₹1,000
	2010-11	1	₹1,000
	2011-12	1	₹1,500
	2012-13	1	₹1,500
Bhanu Padmapati Merit	2009-10	1	₹1,500

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

The departments concerned inform the Principal and accordingly calibration and other precision measures are taken.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

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and students on the campus and off-campus?

All the departmental computers including library and office are connected with BSNL broadband facility. Teachers and students avail the internet facilities.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The institution has a definite plan for constructing a computer lab comprising 50 computers and high-speed internet facility. Stand-alone facility is also in the future institutional plan

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4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

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4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

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3. The students use the system for visualising related CD and movies
4. Compulsory computer course helps the students to use ICT facilities

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The teachers search related data by the internet facility provided.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of various facilities as follows :

a.	Building	College Fund		6,16,236/-
		UGC Fund		80,50,000/-
		Hostel Fund		7,47,308/-
b.	Furniture	College Fund		2,50,000/-
		UGC		65,000/-
		Hostel		2,00,000/-
c.	Equipment	UGC	Additional Grants	40,61000/-
			Merged Scheme	9,70,000/-
			College Development	50,000/-

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The institution has different committees for maintenance and upkeep of the infrastructure, facilities and equipments.

i) Construction Committee looks after the maintenance and upkeep of the infrastructure.

ii) Purchase Committee purchase the equipments and materials

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

The departments concerned inform the Principal and accordingly calibration and other precision measures are taken.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- The college has its own transformer located in a convenientplace within the college camputer. Two generators and two online UPS are there for uninterrupted power supply.
- One solar energy plant is installed in the hostel
- Constant supply of water is assured through electricity and solar energy plant

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the college publishes its Prospectus and Academic Calendar annually. These documents provide the following information of the college:

1. Vision, Mission and Objectives of the college
2. Programmes/ courses of study offered
3. Career Oriented and Self Sponsored Courses
4. Different academic and co-curricular activities
5. Rules and Regulations of the college
6. Rules and Regulations of the college hostels
7. Names of the Teaching Staff and the Support Staff
8. Fee structure of the college and hostel
9. Academic calendar of the college
    i) Examination dates
    ii) Working days
    iii) Holidays
    iv) Festival days
10. Scholarships and prizes for the students

The college ensures its commitment and accountability by working together for achieving its mission and vision. There is provision for continuous monitoring of the students, maintenance of good habits and discipline, evaluation of teaching and learning by students through feedbacks. Efforts are made for improving work-culture in the college with active cooperation of the students.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

(A)

TYPE	YEAR	No. of Students	Amount
Students' Aid Fund	2009-10	47	₹23,500
	2010-11	50	₹40,000
	2011-12	45	₹36,000
	2012-13	63	₹63,000
Kuntala Hazarika Memorial (for HS Final securing highest total among NGC students and continuing Degree in our college)	2009-10	1	₹1,000
	2010-11	1	₹1,000
	2011-12	1	₹1,000
	2012-13	1	₹1,000
Muktaram Gayan Merit Award (Degree Ist year, securing highest mark in among all Major students)	2009-10	1	₹1,500
	2010-11	1	₹1,500
	2011-12	1	₹1,500
	2012-13	1	₹2,000
NGC Merit Award (2 nos.) (Highest total in HS Ist year & Highest total in Degree Ist year)	2009-10	1	₹1,500
	2010-11	1	₹1,500
	2011-12	1	₹1,500
	2012-13	1	₹1,500
Maloti Bora Family Award (Highest Mark in Education Major in BA Final)	2009-10	1	₹1,000
	2010-11	1	₹1,000
	2011-12	1	₹1,500
	2012-13	1	₹1,500
Bhanu Padmapati Merit	2009-10	1	₹1,500

Award (3 nos.) (Highest Mark in Economics Major in BA Semesters)	2010-11	1	₹1,500
	2011-12	1	₹1,500
	2012-13	3	₹2000x3=Rs.6000
Rekha Dasgupta Merit Award (Highest Mark in Philosophy Major in BA Final)	2009-10	1	₹1,500
	2010-11	1	₹1,500
	2011-12	1	₹1,500
	2012-13	1	₹2,000
Renu Mahanta Merit Award (Highest Mark in History Major in BA Final)	2012-13 (Instituted from this year)	1	₹2,000
Meghnath Paul Merit Award (Highest Mark in Hindi Major in BA Final)	2009-10	1	x
	2010-11	1	x
	2011-12	1	₹1,500
	2012-13	1	₹2,000

(B) Other Scholarships awarded to the students

Year	Category	Number of Students	Amount
2009-10	S.C.	08	₹32,000
	S.T.	66	₹2,91,157
	Minority	05	₹15,977
2010-11	S.C.	127	₹5,47,803
	S.T.	64	₹3,27,678
	Minority	04	₹12,000
2011-12	S.C.	28	₹1,28,891
	S.T.	nil	Nil
	Minority	18	₹54,000

2012-13	S.C.	95	₹439670
	S.T.	234	₹16,26,692
	Minority	nil	nil

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

Year	2009-10	2010-11	2011-12	2012-13
Percentage of students	16%	25%	5%	28%

5.1.4 What are the specific support services/facilities available for a. Students from SC/ST, OBC and economically weaker sections

i) Reservation at the time of admission for various courses as per Reservation Policy of the Government.
ii) Reservation in Hostel admission
iii) Financial support in the form of scholarships and freeships.
iv) Remedial classes
v) Tutor -ward system
vi) Book Bank

b. Students with physical disabilities

The college has provision for financial and other assistance for physically disabled students. These are- special reservation in college and hostel admissions, special care by the teachers etc. Also special sitting arrangements are made for such students in the examinations.

c. Overseas students

The college has no overseas student.

d. Students to participate in various competitions/National and International

The college has provision for financial assistance to students for participation in national and international competitions. Also the students with proficiencies are supported to participate in the Youth Festivals of the University.

e. Medical assistance to students: health centre, health insurance etc.

i) A general insurance scheme for our students is initiated at a minimum premium of Rs.15/ per annum.

ii) Regular Health Camps are organised for the students and teaching/ non teaching staff for increasing awareness to different diseases.

iii) The part time physicians visit the hostels at regular interval and also give treatment to ailing students at times.

iv) The college has an MoU with P.K. Memorial Nursing Home for emergency medical assistance.

f. Organizing coaching classes for competitive exams

The ICGC of the college organizes various coaching classes for preparing the students for various competitive examinations such as, Public Service Commission, Staff Selection Commission, TET, Banking Services etc.

g. Skill development (spoken English, computer literacy, etc.,)

The college has offered a few skill development programmes to the students which are as follows -

1. Compulsory computer course for Degree first semester students
2. Cutting, Tailoring and Embroidery
3. Beautician course
4. Art and Craft
5. Proof reading
6. DTP
7. Tally

h. Support for "slow learners"

Remedial classes are arranged for slow learners regularly. Also ICT aided classes are taken to motivate them.

i. Exposures of students to other institution of higher learning/ corporate/ business house etc.

The students are taken to other institutions of higher learning, corporate houses etc. through educational tours and field trips by various departments. The students who are working in the projects are also taken by the teacher-guides to institute of higher learnings. Some of the higher education institutes to which the students are taken are-

1. Students of the Department of Assamese were taken to Gauhati University
2. Students of Mathematics Department were taken to Shillong College and NEHU
3. The students of Environmental Studies visited Raha Fishery College, Shilongoni Agricultual Research Centre, Tezpur University
4. Visit to Universities, IIT (G) and other Institutions of academic excellence as part of educational tour by different departments.
5. Students of Education Department visited Mental Hospital in Tezpur
6. Students of Geography department regularly visit different places for field study

j. Publication of student magazines

The College Magazine is published regularly. The teachers and the students contribute various articles on different topics to the magazine.

Also Departmental Wall Magazines are published regularly. The teachers and the students publish their writings on these magazines.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The ICGC of the college organizes Entrepreneurship Development Programmes in collaboration with IIE, Industry Department of Assam and some NGOs. Also the college imparts some entrepreneurial skill development programmes to the students by introducing career oriented course. Many students are benefitted and some of them have started their own enterprises and business at their localities.

The institution has taken up different short term courses in order to train the students in various fields and most importantly to give them the opportunity to earn for them. The courses are designed keeping in view of the demands of the present time as well as keeping in view the future prospects. Since most of the students come from a poor socio-economic background, the institution charges a nominal fees from the students thereby helping the students to explore new sources of income in future. The details of the courses are as mentioned below:

- Beautician Course (April-June2013) 23 students enrolled
- Beautician Course (September-November2013) 15 students enrolled
- Cutting, Tailoring, Embroidery (Nov.2011-Jan.2012) 67 students enrolled
  (March.2012-April.2012) 21 students enrolled
  (April.2012-June.2013) 26 students enrolled
  (September 2013-November2013) 28 students enrolled
- Food preparation were also organized in December 2010 and March 2012.

Apart from these courses, the Women Study Cell of the college had organized a UGC sponsored state level seminar on 'Women Entrepreneurship and Development Programme : Challenges and Opportunities in North-East India' on 11 February2012. Dr. Shyam Bhadra Medhi from the Ministry of Rural Development, Government of India and Human Rights educator for North-East India was invited to deliver a lecture on the mentioned subject. A well known local entrepreneur of the region Mrs. Jyotsna Goswami gave a special lecture on the subject and discussed about the opportunities available for women in the area.

These courses have helped many of our students to find a source of income and at present some of them are self employed.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

The college has some policies to encourage the students who are proficient in extra-curricular and co- curricular activities

1. Coaching camps are organized for different sports depending on number of proficient students
2. Workshops on drama and music are organised
3. Yoga camps are organised for mental and physical well-being

4. Students are allowed to take part in games and sports, music, drama and other cultural activities in different places of the state. Also if required teachers are sent with the students when they participate for the college.
5. Students are encouraged to take part in the Youth Festival of the University which is held annually
6. Additional academic supports are provided and flexible schedules are made for internal examinations for students engaged in extra-curricular activities

For the students seeking admission in the college some provisions are made-

1. Reservation of seats, both in college and hostels, for students with proficiency in sports and culture.
2. Concession of Fees for such students with proficiency in extra-curricular activities .

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defence, Civil Services, etc.

The college provides support and guidance to the students in preparing for different Competitive examinations. Computer Fundamentals, Numerical Problem Solving and Reasoning, Interview Skills, English (spoken and writing skills) classes are organised to facilitate entry into different examinations like SSC, Banking , Railways etc. A few ex-students of our college have qualified in Civil Service Examination and also in NET/SLET.

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

A Career Counselling and Guidance Cell has been established in the college to provide students for academic, psycho-social and career guidance
counseling.

i) To help the students to explore the future academic roadmaps for themselves.
ii) To enable the students to integrate themselves within the society.
iii) To provide information about various career options.
iv) Personal Counselling under the initiative of Women Study Cell
v) Counseling by Prajapita Brahma Kumari Iswariya Viswavidyalaya for mental spiritual and academic development so that the students can adjust with the society
vi) To address problems related to stress, anxiety, examination phobia through Yoga and Stress management
vii) Parents-teachers-students meeting to share their experience
viii) Individual counseling for psycho-social problems by some teachers

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the

programmes).

The college has a Career Guidance and Counselling Cell to acquaint them with various career options for their better future. The cell not only offers career counselling services to the students but also helps them in developing skills for various jobs. The Counselling Cell and some teachers try their level best to inspire the students to cultivate good qualities required for the growing competition in the society and face the challenges with indomitable courage to achieve their goals.

There is no central mechanism in the college for maintaining records of the students who get employment after leaving the college. The exact data for the number of the students who have got employment after having left the college in various organizations is not readily available, but the Alumnae Association is taking initiative for keeping such records

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

There is a students' grievance redressal cell for redressing grievanceson academic matters, hostel accommodation, health services, library service, and other services related to college affairs. The cell is functioning well and dealing the activities of the cell for the interest of the college community. Also the students are encouraged to

i) express their grievances freely and frankly.

ii) express the basic problems of boarders regarding mess and other amenities

So far it is found that the number of grievances are very few.

Further the Cell guides the students to maintain the followings

- to promote healthy student-teacher and student-student relationships
- to promote & maintain a conducive academic environment in the college and hostels

Two Complaint Boxes have been installed in the campus so that the students and the teachers can put their grievances

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

There is a separate cell for prevention/action against sexual harassment. No such cases have arises till date. It may be because there is a very conducive atmosphere towards the growth and improvement in the college.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

There is an Anti-Ragging cell in the college. However, there has been no notable incidence of ragging in the college during the last four years. The college has a healthy tradition in which the old students extend hearty welcome to the new students to the college and the hostel. The senior students assure the new entrants of full support and guidance to maintain achievement of all of them.

The college has incorporated in the prospectus the anti-ragging measure of the college. Faculty members are vigilant, interact with freshers and make surprise checkings in and around the college including the hostels.

5.1.13 Enumerate the welfare schemes made available to students by the institution

There are two funds, namely *NGC Teachers' Finance cum Scholarship Fund* and *Students' Aid Fund* , were created to provide minimum financial assistance to the college community. Details about the welfare schemes are announced in the Prospectus and in the pre-admission counselling sessions.

In addition to these the college has provided the following academic and personal development facilities –

Academic

i) Free Remedial Classes for slow learners
ii) Additional Books for meritorious and needy students
iii) Spoken English Classes
iv) Career and Personality Development Programmes
v) Counselling by organizing lectures concerning career planning

(b) Sports and Culture

(i) Special classes are arranged for the students who take part in programmes outside the college

(ii) Special arrangements for internal examinations

(iii) Special care for the students participating in Inter University and Inter College Cultural and Sports activities are taken by the teachers- in-charge

(iv) Members of the Union Body and others who volunteer their services to the activities in the college are provided food in the canteen during the programmes.

(v) The free transport to the students who participate in University or Inter- college activities. The Organising committee generally provides boarding to students participating in the Youth Festivals and other events at a cost which is provided by the college.

(vi) Members of the NCC are also given the same facilities

(c) Other facilities

i) Scholarships and concessions on fees are provided on the basis of their performance in the examinations and other co-curricular and extra-curricular activities.
ii) Free health check up provided to the students.
iii) Health check up is compulsorily done for the students who take part in sports and cultural activities outside the college.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, the college has an Alumni Association, but it is not registered as a Trust nor under Societies Registration Act. It is recognized by the college management. It plays a significant role in college.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression	%
UG to PG	46.93
PG to M.Phil.	.36
PG to Ph.D.	0
Employed • Campus selection • Other than campus recruitment	- 1.44 15.16

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Year		completion rate		
	Semester	Total appeared	Total Passed	Pass percentage
2009	Ist year	340	72	21.2
	2 nd year	150	102	68
	3 rd year	167	120	71.9
2010	Ist year	325	84	25.8
	2 nd year	170	97	57
	3 rd year	157	102	65
2011	BA Part I	594	137	23.06
	Part III	203	163	80.3

	Ist Sem	466	224	48.06
2012	BA Part I	271	134	49.44
	BA Part II	203	124	41.05
	BA Part III	153	120	78.43
	Ist Sem	470	283	60.21
	2 nd sem	463	268	57.88
	3 rd sem	463	273	59
2013	Part II	180	131	72.77
	2 nd Sem	473	229	48.4

Comparison of results with some other colleges of the same town

Year	Batch		Pass Percentage (%)		
			Nowgong College	Nowgong Girls' College	ADP College
2011	BA I Sem		83.7	48.06	54.29
2011	Part I		73.40	23.06	31.48
	Part III		83.92	80.3	73.27
2012	Part I		56.16	49.44	64.97
	BA I sem		95.19	60.21	58.01
	BA II Sem		83.36	57.88	59.61
	BA III Sem		80.2	59	63.5
	Part II		81.69	41.05	50

	Part III		84.34	78.43	77.72
2013	BA II Sem		87.8	48.4	61
2013	Part II		66	72.77	73.07

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The respective Departments of the college encourage the students for higher education and take proper initiative in guiding them for rigorous study so that they can join higher educational institution and get employed. The Career Counselling Cell of the college also provides the required information to the students about the available options for higher studies. The college has contact with several institutions of higher education to facilitate admissions of students of this college in the programmes offered by them. Although the college does not have a placement cell, it organises training programmes for the students so that the students can have the skill to appear in competitive examinations and interviews for jobs and vocations. Moreover, several skill based programmes are being run which have helped students to gain entrepreneurial skills and self-employment.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Extra care is taken by means of special and remedial classes for students who are at risk of failure. Also the students who are found as *drop out* are motivated through their parents to continue study through distance mode in KKHSOU.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The students are encouraged in sports and cultural activities and the college provides them facilities and equipments accordingly. Some of the facilities are

i) Equipments of sports for Badminton, Table Tennis, Volley Ball, Chess, Carrom, Chinese Checker and many outdoor games.
ii) Musical instruments
iii) Coaching for some games are arranged
iv) The students participate in sports and cultural activities during College Week and in other festivals
v) The students having proficiencies are financially supported by the college to participate in University Youth Festivals and other State level events.

5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National /

International, etc. for the previous four years.

Year	Achievement
2009-10	1.Ist Prize in Quiz (All Assam)- Punnya Shri Bezbarua and Shikha Moni
2010-11	1.NCC Ist Position in Raha College in 14 CATC camp 2. Bihu in Meghalaya (Independence Day)
2011-12	3rd Position in Youth Festival in Group Dance
2012-13	1. 2nd Prize in Rabha Song in Youth Festival, GU by Munmi Bora 2. 3 rd Prize in Folk Dance (Tiwa)- Group Dance

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The College collects the feedback from the Graduates through the Alumnae Association and analyse the data for the improvement of the teaching- learning mechanism.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The following are the regular publications of the college

i) Wall magazines of different Departments,
ii) College magazines published
iii) College prospectus
iv) College Newsletter
v) Books published on the occasion of Golden Jubilee of the college
vi) Other books published by the members of the teaching staff.
vii) Other materials related to student information
viii) Wall magazine in the hostels

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes. The college has a Student Body named Nowgong Girls' College Students Union.

The Secretaries are elected by direct election among the students. The Union has an approved Constitution . The College provides the necessary fund, a part of the fund is collected from the students at the time of admission.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Normally the student representative is not taken in any such body. In the library

committee there are two student representatives. Also some student members are engaged at the time of specific programmes like seminars, workshops, college weeks etc. But some hostellers are taken in the body for hostel management.

5.3.7 How does the institution network and collaborate with the Alumnae and former faculty of the Institution.

Any other relevant information regarding Student Support and Progression which the college would like to include.

We have provided all the necessary and relevant information criteria wise.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

- Vision: To develop the college as a Centre of excellence for Women Education and North East Studies.
- Mission: Our Mission is ARPPIT.

(A–Altruism, R–Regenerative, P–Protective, P–Productive, I–Identification, T–Team effort)

"We believe that our professional services to this institution are pragmatically dedicated to Protective, Productive and Regenerative Function in the field of knowledge and education in a Team effort with Altruism to frame a splendid Identity of the college as an institute of higher education".

The institution ensures its vision and mission in its efforts to protect the interest of education as a process to produce citizen concern for gender, under privileged, environment and society. It also efforts for generating and disseminating information and knowledge to empower students. Efforts for framework of an institutional ethos and practices accomplish educational venture. Efforts are made for selfless services to society and humanity to frame distinctive identity of the institution and of the college community for integration and pragmatic strategies for existence.

The institution has tried to translate its mission statement into its activities by achieving Scholastic and Non-scholastic excellence through innovative curricular transaction, establishing North-Eastern Region Studies as interdisciplinary subject areas and empowering girls through imparting proper education.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The College Authority takes active role in designing and implementing the policy and plan. The Principal, along with other stakeholders, like the students, the librarian and representatives from the GB takes adequate steps in formulating policies and plans.

6.1.3 What is the involvement of the leadership in ensuring :

- The policy statements and action plans for fulfillment of the stated mission.
- Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.
- Interaction with stakeholders
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
- Reinforcing the culture of excellence
- Champion organizational change

For smooth conduct of various activities of the institution different committees are constituted by the Principal in staffs meetings and also in the meetings of the Governing Body. The duties and responsibilities of these committees are well defined and same is communicated to the concerned members of the teaching staff through Notice Board and individual notices.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

In a well organised systematic set up like ours, getting adequate information never poses a problem. The Academic committee that consist of all the HoDs, keeps the Principal informed of the progress, prospects and problems of their departments. The Grievance Redressal Cell has also the responsibility of informing the principal any grievance of the students. The students have easy access to the Principal and the Principal personally interacts with them to mitigate their problems. Two boxes are there in which students can drop the letters. Above all, the IQAC that keeps records of everything of the institution has frequent interaction with the Principal. The Principal keeps the GB informed of all the developments in the college.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The management represented by the Principal supports and encourages the involvement of the staff for the improvement of the effectiveness and efficiency of the institutional process. On the basis of competence, expertise and experience

Principal selects the members of the different committees and assign them responsibilities for the interest of the institution. All the employees have their personal files and they need the appraisal of the Principal for the placement to the next grade.

Proper encouragement and appreciation from the Principal creates a congenial atmosphere in which work culture gets due importance.

6.1.6 How does the college groom leadership at various levels?

The college management encourages the staff members in the quality assurance and enhancement process of the institution. Almost all the members are involved in development activities of the college such as Construction Committee, Purchase Committee, Examination Cell, ICGC, Women Study Centre, Alumnae Association, Grievance Redressal Cells etc. These committees are constituted by the Head of the institution with a mixture of senior and junior members of the staff to imbibe the work culture of the college and get groomed for leadership. The middle order faculty members with potential are groomed for leadership roles by entrusting them with responsibilities of an office. This helps in creating a conductive atmosphere for the smooth and keeping harmony of the institution. Some faculty members are encouraged to attend leadership training programmes to strengthen leadership roles.

The Students' union represents the whole student body. They discuss student-related problems in the campus and suggest solutions to student problems. They work on issues related to Campus and disseminate the decision to the entire student body.

Developing women leadership quality is one of the chief missions of our College. With this goal, the college designs some self-sponsored courses like Art & Craft, Cutting, Tailoring and Embroidery, Beautician Course, Spoken English classes etc. for which the curriculum is designed and structured to develop the intellectual entrepreneurial and managerial skills among our students.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

Our college is fully decentralised. The Departments are given full autonomy in managing the classes in conformity with the Daily Routine of the college. The various committees are formed to run the college smoothly and are given autonomy in the decision making under the supervision of the Principal as chairperson.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

The college believes in participatory management and the following committees are constituted to help the management in different institutional activities.

1. Research Cell

2. Examination Cell
3. University Examination Zone
4. Magazine Committee
5. Committees for NCC, Sports and Yoga
6. ICGC
7. Sexual harassment Cell
8. Grievance Redressal Cell
9. Students' Aid Fund
10. Alumnae Association
11. Women Study Cell

6.2 Strategy Development and Deployment

6.2.1 Does the institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes, as stated in the vision and the mission statements the college provides the basic facilities for developing its quality policy, the different committees of the college along with IQAC are the nodal agencies for driving and implementing the policies. The IQAC of the college reviews the functioning of the agencies time to time in regular basis.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college as a totality of academic, infrastructure and administrative body formulates the following plans for development.

Academic Plans :

1. College encourages research activities
2. Introduction of effective, innovative and skill based courses
3. Plans for co-curricular and extra-curricular activities for students

Infrastructure Plans :

1. To promote eco-friendly campus
2. To achieve adequacy in infrastructure for academic activities
3. To develop recreational facilities
4. To provide suitable infrastructure for Hostels

Administrative Plans :

1. The college authority emphasizes the development of its faculty as well as arrangement for professional development of non-teaching staff.

6.2.3 Describe the internal organizational structure and decision making processes.

The organizational structure of the college facilitates its smooth functioning. The Governing Body is the policy making body, comprising of academicians, educationists, professionals, guardian representatives, teacher representatives and representatives of non-teaching staff to shape the academic policy keeping in view the national policies of higher education, existing priorities and local needs. The feedback obtained from the students and alumnae, faculty and NAAC Peer team constitute the major inputs for the perspective planning. These inputs are carefully analysed by different committees and IQAC. The perspective institutional plan for the academic programmes and infrastructural development is framed by the Head of the institution in consultation with G.B. The developmental activities are carried out in accordance to the Master Plan. The Principal and the GB monitor the efficient implementation of the policies.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & learning
- Research & development
- Community engagement
- Human resource management
- Industry interaction

Teaching and learning :

The college authority ensures effective and official transactions of the teaching learning process by:

A. Recruiting highly qualified and competent teaching staff.

B. Promoting professional development of the employees by providing support :

- To undergo research activities
- To undertake orientation, refresher, short term course, workshop, symposium etc.
- To equip themselves with modern pedagogy.
- To encourage to participate in National and International Seminars/workshops.
- To encourage to organize National and International Seminars/workshops
- To substitute teaching position in the advent of leave by any teacher

Research and Development : The institute does not provide any research grants to the teachers. Interested teachers pursue their research personally and apply for financial grants from the UGC through the college authority. The authority grants the leave for the research work.The college also encourages the teachers to carry out other research works.

Community engagement :

The college has an NCC unit and encourages students to take part in NCC and other extension activities. Comprehensive projects like adopting a small village near the town for community development are undertaken by teachers and students. The college has also a Women Study Cell in order to make awareness among women. The college organises various outreach programmes to enable the students to respond to the larger issues of the society. College organises many programmes through Women Study Cell, NCC in matters related to free medical check up, youth festival, Plantation etc. Also the ICGC organises counselling programmes.

Human Resource Management :

The college has a very effective mechanism for assessing adequate human resource management, teaching and non-teaching staff recruitment, planning and monitoring professional development for faculty improvement. There are various welfare schemes like Teachers' Mutual Benefit Fund, Students' Aid Fund, Teachers' Forum Fund, Nowgong Girls'College Teachers' Finance Cum Scholarship Fund. The different faculty development programmes are organised periodically to update the knowledge and skills of teachers. The college recruits faculty members, non-teaching staff and library staff as per guidelines provided by the University/State government.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Head of the Institution ensures that adequate information (from feedback and personal contacts etc.) is available for the top management and stakeholders in the following ways:

i. By organizing periodical meetings to study the overall progress of the institution.
ii. By arranging personal interactions with students, parents, guardians at both formal and informal ways.
iii. Personal interactions with faculty, employees and librarian of the college by the Principal.
iv. By collecting information available in Students' Feedback Form.
v. By collecting reports of the parents' meets organized in the respective departments.

The Head of the Institution & the management of the college are always in interactive mode with students, teachers, guardians, parents, alumnae, well wishers & public with regards to the teaching quality, curriculum, extra-curricular activities and

infrastructural requirements. Through interaction with the stakeholders some decisions are adopted and steps are sincerely taken for implementation.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The management encourages and supports investment of the staff in improving the effectiveness and efficiency of institutional processes:

- By inviting representatives from teaching and non-teaching staff in the College Governing Body.
- By forming different committees within the teaching & non-teaching staff which play a vital role in planning & implementation of different institutional activities and processes.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

During the period from 01-09-2012 to 01-10-2013, five meetings of the College Governing Body were held on 15-12-2012, 28-01-2013, 05-03-2013, 31-05-2013, and 29-09-2013. Some of the important decisions adopted in the meeting are as follows:

Agenda	Decision taken
1)Promotion of supporting staff	1)Promotion of twelve supporting staff under Assured Career Programme Scheme
2)Discussion on rotation of HoD	2)Promotion of Associate Professors of 7 Departments as HoD
3)Discussion on leave and country leave	3)Approval of Earned leave to seven teachers and sanction of country leave for Dr. Ajanta Dutta Bordoloi, Principal to visit Europe.
4)Audit of the college	4) G.B. was informed of the ongoing Audit by the Govt. Auditor for the period 2009 to 2012.
5)Formation of different committees	5) Fourteen committees were formed for smooth functioning of different

	activities of the college.
6)Scholarship to meritorious student	6) Accepting the donation of Rs. 25,000/- by retired Prof. Bhanu Padmapati to meritorious student.
7)Enhancement of salary of Non-sanctioned staff (4th Grade)	7)Approval of enhancement of Rs. 500/- from March, 2013
8)Increase of session fee	8)Approval for enhancement of session fee of Rs. 350/- and hostel seat rent by Rs. 100/-

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No, Gauhati University does not have provision for according the status of autonomy to affiliated institution.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

Our College has a Grievance Redressal cell. The Complaint Boxes are attended regularly and in consultation with the IQAC appropriate measures are taken for redressal of the grievances.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

Case No/Date	Details	Matter	Decisions
W.P. (W No.7712/2004)	One teaching faculty versus-State of Assam and others	Personal	Pending

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Our College regularly collects the feedback of the students for analysing their reports on institutional performances and tries to meet the expectations and recommendations made by them through the feedbacks.

In the academic aspect, the college authority has increased the number of class rooms. Our library has been made student friendly. The process of library automation is going to be completed. The number of books, journals and periodicals have been increased. A digital archive is also in the process. As per demands of the students, canteen is shifted to a new location to accommodate more students by providing drinking water facilities, generator for uninterrupted power supply.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

Nowgong Girls' College takes various steps to enhance the professional development of teaching and non-teaching staff in the following ways...

- Teachers are encouraged to attend workshops/national seminars, in-house seminars/orientation courses/ short term courses/ refresher courses etc.
- Computer skill development programms are organized for non teaching staff. They are also allowed to participate in the courses organized by different ASC.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

For empowering the faculty members of the college, there is a provision of sending the faculty members to attend Refresher Courses, Orientation Courses, Short term Courses etc. The non-teaching staff members are also sent for Short Term Courses and computer courses for their professional development.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

There is a self appraisal proforma to be filled up by the teachers on the basis of which the IQAC discusses the issues with the teachers.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate

stakeholders?

The IQAC reviews the performance appraisal reports of the teaching staff and with remarks these are sent to the Principal to take measures for better performance. The Principal interacts with the members of the staff and steps are taken accordingly.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Teachers' Mutual Benefit Fund and Teachers' Forum Fund meet the financial needs of the teaching and non-teaching staff of the college in case of emergency. Most of the staff members avail the benefit of such schemes.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The appointment of the teachers are made according to the guidelines of the Assam College Employees Provincialised Act-2005 and the best teachers are selected. The procedure of selection is transparent which attracts the candidates to apply for the job.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The G.B of the college constitutes specific committees for effective and efficient use of available financial resources.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The institution appoints a Chartered Accountant for internal audit. The Internal Audit is completed till March 2013.The external audit is done by Auditors from Directorate of Audit (local fund), Government of Assam. The last Govt. Audit of the institution was done from 1995 to 2002 and Audit report submitted on 29-1-2013. The Govt is yet to initiate Audit after 2002.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The major sources of institutional receipts / fundings are-

1.State Government
2.UGC
3.Student fees
4.Donations
5.Others

Statement of audited income expenditure of last four year is 2008 to 2012

Year	Head of account	Receipt		Payment		Unspent Balance/Refund(Rs.)
2008-09	General Fund	Rs.	1264416.00	Exp-	1219071.00	
		OB	1652301.93	Fixed-	500000.00	
				CB-	1197646.93	
		Grand Total Rs.	2916717.93	Grand Total Rs.	2916717.93	
	UGC Fund	Rs.	2193208.00	Exp-	1629337.00	
		OB	379523.71	CB-	943394.71	
		Grand Total Rs.	2572731.71	Grand Total Rs.	2572731.71	
	Building Fund	Rs.	734036.00	Exp-	18640.00	
		OB	751559.12	FD-	500000.00	
				CB-	966955.12	
		Grand Total Rs.	1485595.12	Grand Total Rs.	1485595.12	
	Scholarship fund	Rs.	414025.00	Exp-	777894.00	
		OB	666224.00	CB-	302355.00	
		Grand Total Rs.	1080249.00	Grand Total Rs.	1080249.00	
	Student Aid Fund	Rs.	27458.00	Exp-	32550.00	
		Donation	50000.00	FD-	50000.00	
		OB	11726.39	CB-	6634.39	
		Grand Total Rs.	89184.39	Grand Total Rs.	89184.39	
	Salary Account	Rs.	19281700.00	Exp-	19244462.00	37238
2009-10	General Fund	Rs.	8811082.00	Rs.	5943454.00	
		FD	554617.00	Fixed-	554617.00	
		OB	1197646.93	CB-	4065274.93	
		Grand Total Rs.	10563345.93	Grand Total Rs.	10563345.93	
	UGC Fund	Rs.	3844126.00	Exp-	2391364.00	
		OB	943394.71	CB-	2396156.71	
		Grand Total Rs.	4787520.71	Grand Total Rs.	4787520.71	
	Building Fund	Rs.	384317.00	Exp-	55980.00	
		FD	540435.00	FD-	554617.00	
		OB	966955.10	CB-	1281110.12	
		Grand Total Rs.	1891707.10	Grand Total Rs.	1891707.12	
	Scholarshi	Rs.	460379.00	Exp-	697819.00	

	p fund	OB	302355.00	CB-	64915.00	
		Grand Total Rs.	762734.00	Grand Total Rs.	762734.00	
	Student Aid Fund .	Rs.	28415.00	Exp-	27850.00	
		OB	6634.39	FD-	7199.39	
		Grand Total Rs.	35049.39	Grand Total Rs.	35049.39	
	Salary Account	Rs.	24195520.00	Exp-	24098079.00	97441
2010-11	General Fund	Rs.	1853832.91	Rs.	1181204.00	
		FD	554617.00	FD-	600273.91	
		Donation	10000.00	CB-	4702246.93	
		OB	4065274.93			
		Grand Total Rs.	6483724.84	Grand Total Rs.	6483724.84	
	UGC Fund	Rs.	850900.00	Exp-	3133361.00	
		OB	2396156.71	CB-	113695.71	
		Grand Total Rs.	3247056.71	Grand Total Rs.	3247056.71	
	Building Fund	Rs.	404100.00	Exp-	105294.00	
		FD	608028.88	FD-	608028.88	
		OB	1281110.12	CB-	1579916.12	
		Grand Total Rs.	2293239.00	Grand Total Rs.	2293239.00	
	Scholarship fund	Rs.	883378.00	Exp-	650517.00	
		OB	64915.00	CB-	297776.00	
		Grand Total Rs.	948293.00	Grand Total Rs.	948293.00	
	Student Aid Fund	Rs.	60503.00	Exp-	44900.00	
		OB	7199.39	FD-	22802.00	
		Grand Total Rs.	67702.39	Grand Total Rs.	67702.00	
	Salary Account	Rs.	44251582.00	Rs.	40384708.00	3866874
2011-12	General Fund	Rs.	1780725.00	Rs.	1826755.00	
		Donation	20000.00	FD-	20000.00	
		FD	650125.38	FD-	650125.38	
		OB	4702246.93	CB-	4656216.93	
		Grand Total Rs.	7153097.31	Grand Total Rs.	7153097.31	
	UGC Fund	Rs.	8785175.00	Exp-	5763213.00	
		OB	113695.71	CB-	3135657.71	
		Grand Total Rs.	8898870.71	Grand Total Rs.	8898870.71	

	Building Fund	Rs.	533215.00	Exp-	145172.00	
		FD	650123.16	FD-	650123.16	
		OB	1579916.12	CB-	1967959.12	
		Grand Total Rs.	2763254.28	Grand Total Rs.	2763254.28	
	Scholarship fund	Rs.	199930.00	Exp-	385321.00	
		OB	297776.00	CB-	112385.00	
		Grand Total Rs.	497706.00	Grand Total Rs.	497706.00	
	Student Aid Fund	Rs.	64860.00	Exp-	52000.00	
		OB	22802.00	FD-	35662.39	
		Grand Total Rs.	87662.00	Grand Total Rs.	87662.39	
	Salary Account	Rs.	48853279.00		48326822.00	526457

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The college is keen to secure additional funding from various agencies for college development and other related purpose. The following are the grants received and utilized:

1. Additional Grant/Scheme Merged with Development Grants.

Scheme	Name of Scheme	Item	Grant Allocated	Grant received	Grants Utilized	Remarks
College Development	1. Book & Journals		1,50,000/-	1,50,000/-	1,50,000/-	Fully Utilised
	2. Equipments		50,000	50,000	50,000/-	Fully Utilised
	3. Maintenance and Equipment		1,00,000/-	1,00,000/-	1,00,000/-	Fully Utilised
	4. Construction/ Extension/Renovation of Building		6,50,000/-	5,85,000/-	6,50,000/-	Balance Grant Rs. 65,000/-
	5. Improvement of facilities in existing premises		1,00,000/-	1,00,000/-	1,00,000/-	Fully Utilised

	6. Enhancement of initiative for competence building		0	0	0	
	7. Examination Reform		1,00,000/-	1,00,000/-	1,00,000/-	Fully Utilised
	8. Educational innovation		1,00,000/-	1,00,000/-	1,00,000/-	Fully Utilised
	9. Field work/study tours		50,000/-	50,000/-	50,000/-	Fully Utilised
	10. Extension activities		0	0	0	

Name of Scheme	Item	Grant Allocated	Grant received	Grants Utilized	R
1. Improvement of facilities in existing premises	Common Room and Toilet facilities for Women	2,00.000/-	2.00,000/-	2,00.000/-	Fully Utilised
2. College with relatively portion of SC/ST/OBC/ Minority....	Stipend for students for Economically Deprived, BPL....	6,00,000/-	1,20,000/-	1,20,000/-	Fully Utilised
3. Special grant for enhancement of initiative for capacity building in Colleges	Book & Journals	1,50,000/-	1,35,000/-	1,50,000/-	Balance Grant Rs. 15,000/-
	Equipment	50,000/-	45,000/-	50,000/-	Balance Grant Rs. 5,000/-
	Building Class Room Laboratory	5,00,000/-	4,50,000/-	5,00,000/-	Balance Grant Rs. 50,000/-
4. Establishment of	Essential facilities	2,00,000/-	2,00,000/-	2,00,000/-	Fully Utilised

Day Care Centers in Colleges					
5. College in Backward Areas	Building	9,00,000/-	8,10,000/-	9,00,000/-	Balance Grant Rs. 90,000/-
	Book & Journals	1,00,000/-	1,00,000/-	1,00,000/-	Fully Utilised
	Equipment including PC	2,00,000/-	2,00,000/-	2,00,000/-	Fully Utilised
6.Establishment of UGC- Network Resource Centre	Pentium PC(Latest) Printer, UPS, Software, fax Modem	2,50,000/-	2,25,000/-	2,50,000/-	Balance Grant Rs. 25,000/-
	Internet Connectivity	60,000/	60,000/-	60,000/-	Fully Utilised

Scheme	Name of Scheme	Item	Grant Allocated	Grant received	Grants Utilized	Remarks
Merged Schemes	7. Equal opportunity centre in Colleges	Contingency, meetings, honorarium to advisor	1,50,000/-	30,000/-	30,000/-	Fully Utilised
		Short term Course on positive discrimination	1,25,000/-	25,000/-	25,000/-	Fully Utilised
	8. Remedial Coaching for SC/ST/OBC & Minority	Equipment	3,00,000/-	3,00,000/-	3,00,000/-	Fully Utilised
		Book, Journals, Study Materials	2,00,000/-	2,00,000/-	2,00,000/-	Fully Utilised
		Recurring items including honorarium, remuneration, TA, LDC, Contingency	8,00,000/-	8,00,000/-	8,00,000/-	Fully Utilised

	9. Career and Counseling Cell	Computer with internet, laser printer, photocopier	2,00,000/-	2,00,000/-	2,00,000/-	Fully Utilised
		Hiring charges, TA/DA to counselor, Resource person, honorarium, reading materials, contingency	5,00,000/-	1,00,000/-	1,00,000/-	Fully Utilised

Name of Scheme	Item	Grant Allocated	Grant received	Grants Utilized	Remarks
Additional Grants	LCD Projector	1,75,000/-			
	Laser Pointer	2,500/-			
	Compaq Computer	2,00,000/-			
	Germin GPS	15,000/-			
	Satellite Imageries	20,000/-			
	Silent Generator	5,60,000/-			
	10MP Digital Camera	8,000/-			
	Green Board	1,62,500/-			
	Notice Board	20,000/-			
	Language LAB	5,00,000/-			
	Close circuit surveillance	1,35,000/-			
	LCD Display screen	12,500/-			
	Total Rs.	18,11,000/-	18,11,000/-	18,11,000/-	Fully Utilised

Name of Scheme	Item	Grant Allocated	Grant received	Grants Utilized	Remarks
Additional Grants		25,00,000/-	22,50,000/-	25,00,000/-	Balance Grant Rs. 2,50,000/-

Name of Scheme	Item	Grant Allocated	Grant received	Grants Utilized	Remarks
Indoor Stadium		70,00,000/-	35,00,000/-	-	Under construction

Name of Scheme	Item	Grant Allocated	Grant received	Grants Utilized	Remarks
Women Hostel		25,00,000/-	18,75,000/-	25,00,000/-	Balance Grant Rs. 6,25,000/-

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

i) The college has an IQAC that was formed in 09-12-2003. The major activities of the internal mechanisms, College week, constituting various sub-committees for quality improvement in teaching and learning are framed by IQAC. It has the effect in improvement of academic atmosphere of the college.

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

Most of the suggestions of the IQAC are approved and implemented by the Governing Body. Since Principal and Vice-principal are also members of IQAC, it creates a congenial atmosphere in the discussions of the IQAC .

c. Does the IQAC have external members on its committee?
If so, mention any significant contribution made by them.

There is no external member in the IQAC

d. How do students and alumni contribute to the effective functioning of the

IQAC?

The students provide feedback to the IQAC. It helps in improvement of the policies adopted by IQAC. Also alumnae association provides support in quality enhancement of the college.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

Most of the records of teaching and non-teaching staff are maintained by respective cells of the college. They provide necessary information to IQAC as and when required and accordingly adopt mechanism involving staff.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

Yes, the IQAC has an integrated frame work for the whole year, both in academic and administrative, which is materialised with active cooperation of stakeholders.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Yes, to equip with recent trend, the teaching and non-teaching staff are encouraged to attend seminars and workshops at different levels for updating themselves. Further in office management, the non-teaching employees are provided internal and external computer training/ ICT training etc.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Yes, the G.B. is apprised of the academic output by the Principal and Secretary from time to time. The appropriate authority from G.U. and DHE make regular inspection of the college. The Academic Audit is done by the IQAC of the college. The observations of the auditing bodies are given due importance and accordingly proper measures are taken.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The policy adopted by the IQAC is aligned to the frame work of UGC and NAAC so as to achieve optimum quality enhancement.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

Regular review of teaching and learning processes are conducted through the feedbacks from students and parents. Also, the result of the students highlights the strengths and weaknesses of the teaching learning process. Depending on the feedback from the students and the parents, the academic committee suggests appropriate measures for improvement of the teaching mechanism.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

In addition to the prospectus, the institution communicates its quality assurance policy, mechanism and outcomes through the meetings of the departments, staff and parents. The college notice board is also a specific tool for internal communications.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Till date the college has not done the Green Audit. It is planning to do the necessary ground work in this regards. Further it is mentioned here that the college is located in a very serene environment on the bank of river Kolong. Neither industry nor any major plants are located nearby, so the ecological and pollution related matters are not so acute.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

At present Environmental Studies is a compulsory subject for the Degree students. Therefore they are provided the back ground reality of the present environmental situation across the Globe. They are made conscious about our surrounding through regular classes. Also seminars are arranged for them on issues related to environment. Exposures through the Field trips are major source of inspirations for the students for taking appropriate measures by the students to carry out in the college campus.

* Energy conservation

i) The students are properly informed in the college prospectus regarding reasonable use of electricity. They are directed to use the gadgets as and when required, but those are to be kept OFF when not in use. Also care is taken to check unnecessary energy consumption by entrusting adequate personnel to monitor the affair.

ii) Renovation work is conducted for replacing the older electrical equipment and gadgets.

iii) One Transformer is installed exclusively for the college.

iv) One Generator with low emission pollutants is moderately used for the college

v) Water pumps are monitored and fixed time has been calculated for pumping ground water.

□ Use of renewable energy

Already solar energy is harnessed for use in the hostel. Also there is a plan for installation of equipments for the use of solar energy in the college campus.

□ Water harvesting

A plan is under taken for water harvesting in the college.

□ Check dam construction

The embankment and the bridges near the college are maintained by respective departments of the Government.

□ Efforts for Carbon neutrality

Carbon emission related problems are not serious in the college campus.
The college has replaced the process of burning firewood for cooking in the hostels by LPG connections.

* Plantation

i) Plantation measures are taken in the college
ii) Medicinal Plants are available in the college campus.
iii) Flower garden is there in college and hostels and regularly maintained with seasonal and permanent flowers.

□ Hazardous waste management

i) Sufficient dustbins are placed within the campus for deposition of hazardous waste. These are then disposed through the local municipal waste disposal system.
ii) The college is trying to make the campus polythene free by strict order by the authority not to use polythene by anyone in the college.
iii) Wastes from the Departments are carried by the sweepers regularly to dispose off through the local municipality.
iv) Bio-degradable wastes are put in open spaces of the college for natural degradation

□ e-waste management

Private firms are engaged for collecting and disposing off the e-wastes of the college

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

a) Admission through Axis Bank b) Smart Class rooms c) Punching to record teachers and employees attendance d) Anti ragging squad e) Information and Career Guidance Cell for the students e) Grievance Redressal Cell f) Sexual harassment cell

7.3 Best Practices

7.3.1 Elaborate on any two best practices **in the given format at page no. 98,** which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best Practice -1

1. ***Title:*** HEALTH AND SANITATION AWARENESS AND MONITORING OF STUDENTS
2. ***The Context:*** One of the most important aspects that a girl needs to be aware is of her health and sanitation. Many of the students of the Nowgong Girls' College come from the relatively economically weaker section of the society. It has been observed that the awareness regarding the importance of health and sanitation among a majority of students is less than desired. At the same time, it is important that the students need to understand their social responsibilities regarding issues such as blood donation, among others.
3. ***3. Objectives:*** The following are the objectives of the Practice:
    a. To make the students aware about the need and importance of maintaining proper health and hygiene
    b. To conduct regular monitoring and check up of the health of the students
    c. To make the college fraternity aware regarding the social importance of voluntary blood donation.
4. ***The Practice:*** The Nowgong Girls' College authorities have embarked upon the endeavour to spread awareness among the girl students of the college regarding the importance of maintaining good health and hygiene not only among themselves but also among their friends, families and their neighbourhood. To achieve these objectives, the college authorities have recruited the services of two qualified, practicing doctors who periodically visit the college and conduct regular health check-up among the students in batches. Such tests usually consist of haemoglobin deficiency tests, eyesight check up, dental check up, blood pressure check up, and many other relevant and important medical check-ups. Regular counselling regarding health and sanitation is conducted not only by these two doctors, but such counselling is also conducted by invited guests. The college authorities have also conducted a number of Blood Donation Camps in the college premises in collaboration with the District Blood Bank authorities where students and teachers volunteer as blood donors. The college also runs a Red Ribbon Club in its premises in this aspect.
5. ***Obstacles faced:*** A major obstacle that was faced during implementation of this practice was the unwillingness among the students of the college to talk openly with the doctors regarding their health and sanitation issues. Many students did use to discuss with their female teachers regarding the health issues, yet when it came to taking up professional and formal help and support, the students became reluctant and hesitant. Moreover, when it came to blood donation, most of the students as well as a few teachers and office staff were unwilling and this could be primarily attributed to the low levels of awareness regarding the benefits of donating blood.
6. ***Impact:*** Due to the sustained efforts to make the students aware regarding the importance of maintaining proper health and hygiene, it has been observed and documented by the doctors that the overall health of the students have improved to a

certain extent. The students seem to have become more aware regarding the need and processes for maintaining proper health and hygiene. The number of blood donors among the students, office staff and teachers of the college has also seen a steady increase.

Best Practice 2

1. Title: COLLABORATION WITH PRIVATE BANKING INSTITUTION FOR STUDENT EXAMINATION FORM FILL UP

2. The context: With the introduction of the Semester System at the Degree level, the process of admissions as well as form fill up for examinations of students has to be done twice a year. This has led to the increase in work pressure for the office staff manifold. Further, with the gradual increase in the number of students at the degree level in the college, the space available for admissions and form fill up for students in the office premises has become inadequate. All these have led to increasing complications during examiantion form fill up for students as well as the office staff.

3. Objectives: The objective of the practice were -

a. Streamline the admission and form fill up process and remove undue complications and delays

b. Reduce the burden of handling cash on the office staff

4. The Practice: To fulfil the objectives, a collaborative process was worked out with the AXIS Bank, a private banking institution for taking up the component of handling the cash during the admission and form fill up processes. Under this agreement, the college opened a current account with the bank and employers of the AXIS Bank would come to the college during the admission and form fill up process and they would collect the cash and issue requisite receipts. A copy of the receipt is given to the office staff of the college to complete the admission or form fill up process. Further, the entire process is now carried out in the college auditorium and due to this, the students now do not have to queue up in the office building, instead, they can now be seated inside the auditorium during the due process of admission and form fill up.

5. Obstacles faced: The initial obstacle was to coordinate the working process of the representatives of the AXIS Bank and the office staff of the college and this was done through pre admission and pre form fill up discussions and rehearsals. Further in order to use the auditorium for the process, access to the College Automation Software using LAN Networked computers had to be done. This was done by establishing a LAN Network over a distance of more than 300 meters (distance of the auditorium and the office premise).

6. Impact: With the establishment of this practice, nowadays, students do not have to queue up in front of the office premise leading to congestion of the entrance pathways of the college. They can now sit inside the auditorium and complete the admission and form fill up process. Further, the risk of storing too much cash in the college has now been removed since the entire cash deposit is collected and transferred immediately by the bank itself. The admission and form fill up process has now become much more faster, streamlined and is handled professionally.

Evaluating Report

Department of Assamese

1. Name of the Department: Assamese
2. Year of Establishment: 1962
3. Names of the Programmes/ Course offered (UG/PG/M.Phil, Ph.D, Integrated Masters, Integrated Ph.D., etc): Under Graduate and Post Graduate.
4. Names of the interdisciplinary courses and the departments/ unit involved: None.
5. Annual/Semester/Choice based credit system (programme wise):
   Annual: Higher Secondary courses
   Semester: Under graduate and post graduate courses.
6. Participation of the Department in the courses offered by other departments: None.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: None.
8. Details of courses/ Programmed discontinued (if any) with reasons: None.
9. Number of teachers:

	Sanctioned	Filled
Professors	--	--
Assistant Professors	02	02
Asst. Professors	04	03

10. Faculty profile with name, qualification, designation, specialization (D.Sc./ D.Litt./ Ph.D./ M.Phil./etc)

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years
Dr Manju Laskar	M.A., Ph.D	Associate Professor	Group-A (Literature)	26 years	
Marami Gayan	M.A.	Associate Professor	Group-A (Literature)	22 years	
Dr Biswajit Das	M.A., Ph.D	Assistant Professor	Group-B (Language)	16 years	05
Dr Bipul Malakar	M.A., Ph.D	Assistant Professor	Group-B (Language)	15 years	
Amiya Pator	M.A.,	Assistant Professor	Group-B (Language)	10 years	

11. List of senior visiting faculty: None.
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Major: 10%
    General: 17%
    PG:10%
13. Student teacher Ratio (Programme wise):
    UG: Major: 22:1, Pass Course: 174:1, P.G.:2:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and titled: None is appointed as academic staff/ administrative staff in the department.

15. Qualification of teaching faculty with D.Sc./D.Litt/ Ph.D/ M.Phil/PG

PhD	03
PG	02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grant received: None.

17. Departmental projects funded by DST-FIST; UDC; DBT; ICSSR, etc. and total grant received: None.

18. Research centre / faculty recognized by the University: None

19. Publications: Per faculty:

Name of the Faculty	Books Published with ISBN	Books Published without ISBN	Article published in edited books	Article published in magazine
Dr Manju Laskar	05	06	26	21
Marami Gayan	--		02	04
Dr Biswajit Das	02	-	18	08
Dr Bipul Malakar	01		06	05
Amiya Pator	--		01	02
Kiranmini Kro (part time)	--	--	--	--

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) None.
* Monographs: None
* Chapter in Books: : None.
* Books Edited: 4 Dr Manju Laskar: 1. *Akash*

Published by Nowgong Girls' College teachers' Unit

ISBN 978-93-81694-16-9

2. *Sunil Akash Sonali Diganta*

(Jointly edited with Dr Jyotirmoy Jana)

Published by Nagaon Girls' College

3. *Samay Balir Khoj* (Asom Mahila Kosh)

4. Kafan

Published by Niranjan Prakshan

Dr Biswajit Das: *Asomiya Aru Asomar Bhasa*

(Jointly edited with Dr Phukan Basumatary)

Published by AANK Bak, Guwahati.

ISBN 978 93 80454 30 6

Books with ISBN/ISSN numbers with details of publishers:

Dr Manju Laskar: 1. *Harinarayan Dutta Baruar Jiban Aru Sahitya Kriti*

Published by Sahityaratna Prakashan, Guwahati

2. Hari Narayan Dutta Baruah

Published by Sahityaratna Prakashan, Guwahati

Dr Biswajit Das: 1. *Abhidhan Asamiya Bhasar Bideshi Sabda.*

Published by AANK Bak, Guwahati.

ISBN 93-80454 177

Dr Bipul Malakar: *Asomar carit Puthit Asomiya Samaj jiban*

Published Krantikal, Nagaon.

ISBN

* Citation Index: None
* SNIP: None
* SJR: None
* Impact factor: None
* h-index : None

20. Areas of consultancy and income generated: None

21. Faculty as Member in:

Name of the Faculty	National committees	International committees	Editorial Board
Dr Biswajit Das		Life time member of Linguistic Society of India, Deccan College, Pune.	
Dr Bipul Malakar	Assistant Secretary, Nagaon, Morigaon zone. ACTA.		
Amiya Pator	ACTA, Assistant General Secretary.		

22. Students Projects: None

23. Awards/ Recognitions received by faculty and students:

1. Winner of the State level quiz competition held in Jorhat College in the year 2011.

2. Dr Bipul Malakar- Durgadhar Borkotoky Sowarani Bata 2009-11, Asom Sahitya Sabha.

24. List of eminent academician and scientists / visitors to the department:

Dr Upen Rabha Hakasam, Professor, Department of Assamese, Gauhati University.

Dr Jyoti Prasad Tamuli, Professor, Department of linguistics, Gauhati University.

Dr Bhimkanta Barua, Professor, Department of Assamese, Dibrugarh University.

Dr Pradipjyoti Mahanta, Professor, Cultural Studies, Tezpur University.

Dr Pradip Acharya, Noted critic and Retd. Professor, Cotton College, Guwahati.

Dr Dinesh Goswami, eminent science fiction writer and scientist.

25. Seminars/ Conference/ Workshops organized & the source of funding

a) National: Applied.

b) International: None

26. Student profile, programme/ course wise:

2010-11

Name of the Course/ Programme (refer question No.4)		Applications received	Selected	Enrolled		Pass Percentage
				M	F	
UG	MIL (Assamese)	312	312		312	
	ASL	42	42		42	
	Major	43	28		28	

2011-12

Name of the Course/ Programme (refer question No.4)		Applications received	Selected	Enrolled		Pass Percentage
				M	F	
UG	MIL (Assamese)	363	363		363	
	ASL	53	53		53	
	Major	65	44		44	

2012-13

Name of the Course/ Programme (refer question No.4)		Applications received	Selected	Enrolled		Pass Percentage
				M	F	
UG	MIL (Assamese)	312	312		312	
	ASL	42	42		42	
	Major	75	47		47	

2013-14

Name of the Course/ Programme (refer question No.4)	Applications received	Selected	Enrolled		Pass Percentage
			M	F	

UG	MIL (Assamese)	392	392		392	
	ASL	75	75		75	
	Major	180	55		55	

Name of the Course/ Programme (refer question No.4)	Applications received	Selected	Enrolled		Pass Percentage
			M	F	
PG	15	14		14	

27. Diversity of students:

Name of the course	% of students from the same state	% of the students from other states	% of the students from abroad
UG	100%	--	--
PG	100%	--	--

28. How many students have cleared national and state competitive examinations such as NET/ SLET/ GATE/civil services, Defence services, etc.?

NET: 02 SLET: 01 TET: 02

29. Student Progression: 2009-10:

Student Progression	Against % enrolled
UG to PG	33%
PG to M Phil	0
PG to Ph.D	0
Ph.D to Post doctoral	0
Employed Campus Selection: Other than campus selection:	 -- 35%

2010-11:

Student Progression	Against % enrolled
UG to PG	35%
PG to M Phil	0
PG to Ph.D	0
Ph.D to Post doctoral	0
Employed Campus Selection: Other than campus selection:	 -- 45%

2011-12:

Student Progression	Against % enrolled
UG to PG	35%
PG to M Phil	0

PG to Ph.D	0
Ph.D to Post doctoral	0
Employed Campus Selection: Other than campus selection:	 -- 40%

2012:13:

Student Progression	Against % enrolled
UG to PG	38%
PG to M Phil	0
PG to Ph.D	0
Ph.D to Post doctoral	0
Employed Campus Selection: Other than campus selection:	 20% 40%

30. Details of Infrastructural facilities a) Library: College Library: 37665 books.

Departmental Library: 373 books.

b) Internet facilities for staff and students: Internet facility available in the department.

C) Classroom with ICT facility: Smart board facility available.

d) Laboratories: None.

31. Number of students receiving financial assistance from college, university, government or other agencies: Financial assistance from college: 01

32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts: 1. Organized a workshop on drama in the year 2011.

33. Teaching methodologies adopted to improve student learning:

Smart board, audio visual instruments have been used as teaching methodology to improve student learning.

34. Participation instrumental Social Responsibility (ISR) and Extension activities:

1. A three day workshop on Translation (Assamese) held at Nowgong Girls' College, Nagaon in 2012 and organized by National Translation Mission India, Mysore.

2. The teachers of department of Assamese are actively involved with different organizations. The individual activities of the teachers are mentioned in below:

Name of the faculty	Types of activity	Details of the activity	Remarks

Dr Manju Laskar	1. Member of Sadou Asom Mahila Lekhika Samittee. 2. Member of Sodou Asom Sahitya Sabha. 3. Member of Sodou Asom Sahitya Sabha.(Nagaon Branch) 4. Member of Academic committee ACTA 5. Member of GB		
Dr Biswajit Das	**1.** Life time member of LSI, Pune. **2.** Member, Linguistic Society of Assam.		
Dr Bipul Malakar	**1.** Assistant Secretary, ACTA, Nagaon-Morigaon zone.		
Amiya Pator	1. Executive member of ACTA Convener of Women cell of ACTA(central) 2. Convener of Women Cell of ACTA(Nagaon-Morigaon zone)		

Apart from the studies, the students of the departments actively participated in different activities:

1. The students of the department published a half yearly hand written magazine titled "SUBAS".
2. The student of the department has been published a wall magazine annually.
3. Student participation in different state level competitions is very much satisfactory.
4. The students of the department actively participated in student's politics.

35. SWOT analysis of the department and Future plans:

SWOT analysis: Department Strength:

1. The department teaches the students about their own literature, culture and language from which
the students identify themselves through their curriculum.
2. Assam is a multilingual and multi-ethnic state. All the communities of Assam belong to Assamese and simultaneously multi-ethnic culture represents the total culture. The students among the different ethnic communities strengthen the Department.
3. The Department of Assamese published a book titled "Asomiya Bhashat Janagosthiya Bhashar Awadan" in the year 2002.
4. Last two years the department has been showing outstanding result with university ranking holders in university examination.
5. The initiation of PG course by the department may help the students in higher study.

Department Weakness:

1. The input of the department is average. So, we cannot expect outstanding results.
2. Most of the students belong to economically poor background.
3. Lack of ambition among the students.
4. Most of the students are computer illiterate. They do not show their interest in information technology.

Opportunity:

1. Apart from the syllabi, the department has concentrated on how to speak and write correctly the language, specially keeping in mind of job opportunity in the field of visual and audio media.
2. The Department believes that the local language has always played a key role, though English is a global language and played a vital role in modern life. To communicate with the people of grass root level there is no other way to except the local language.

Challenges:

1. The strength of the faculty of Department is not sufficient in compare to the students in semester system. It has been tough for any teacher to transform himself/herself according to the secondary, under graduate and post graduate level class.
2. It has been tough to correlate with every student. Indeed, it's need for better result.
3. The impact of globalization on minority languages has been a serious issue. The local language becoming isolated from the community itself. We have to learnt ourselves to live with our culture and language. This is the new challenge against the global languages and culture.

Future Plans:

1. The department plans to start cultural museum representing various aspects of culture and civilization of Assam.
2. The department has a library under "Adhyayan Chakra" (Study circle). There is a plan to expand the library with more books. As many students are from poor background, the department has the plan to provide the books to such students.
3. Department of Assamese has plan to research on socio-cultural life and literature of the Nagaon District.
4. The department has planned to organize at least one state level/national level seminar /workshop in an educational calendar year.
5. Organize locally at least two lectures in every semester for the major and PG students.
6. The department of Assamese has planned to publish a research journal on literature, culture and language of Assam.

Evaluative Report of the Department of Bengali

The Self-evaluation of the every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department : Bengali
2. Year of Establishment : 1962
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph. D., Integrated Masters; Integrated Ph. D., etc) : UG (Both General & Major)
4. Names of Interdisciplinary courses and the departments / units involved : Nil
5. Annual / Semester / choice based credit system (Programme wise) : B.A. Annual up to 2012 & B. A. Semester from 2011.
6. Participation of the department in the courses offered by other departments : yes, Two Faculties and Three of our students has participated in a 10 days Workshop organized by The department of Sanskrit at NGC in 2010.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses / programmes discontinued (if any) with reasons : Nil
9. Number of Teaching Posts :

	Sanctioned	Filled
Professor		
Associate Professor		
Asst. Professor	4	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Lit. / Ph.D. / M. Phil. Etc.,) :

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. J. Saha	M.A. (Double), M.Phil., Ph.D.	Asst. Prof.	Bengali Language & Literature	16	
R. Saha	M.A. (Double)	Asst. Prof.	Bengali Language & Literature, Assamese Language, Literary criticism	7	
R. R. Dey	M.A.	Asst. Prof.	Bengali Literature	8	

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 14% (2013)
13. Student – Teacher Ratio (programme wise) :

Name of the programme	Applications received	Selected	Enrolled	Student Teacher Ratio
2010 B.A.I MIL	22	22	22	7:1
B.A.I BSL	1	1	1	1:3
B.A.I (Major)	7	7	7	2:1
B.A.II MIL	15	14	14	5:1
B.A.II (Major)	7	7	7	2:1
B.A.III(Major)	4	4	4	1:1

2011 B.A.I MIL	22	22	22	7:1
B.A.I (Major)	8	8	8	3:1
B.A.II MIL	22	22	22	7:1
B.A.II BSL	1	1	1	1:3
B.A.II (Major)	3	3	3	1:1
B.A.III (Major)	6	6	6	2:1
2012 B.A.II MIL	13	13	13	4:1
B.A.II (Major)	7	7	7	2:1
B.A.III (Major)	5	5	5	2:1
B.A.I Sem. MIL	30	30	29	10:1
B.A.I Sem. (Major)	12	12	12	4:1
B.A.II Sem. MIL	25	25	25	8:1
B.A.II Sem. (Major)	12	12	12	4:1
2013 B.A.III (Major)	7	7	7	2:1
B.A.I SEM MIL	32	32	32	11:1
B.A.I Sem. BSL	21	21	21	7:1
B.A.I (Major)	15	15	15	5:1
B.A.II Sem. MIL	30	30	30	10:1
B.A.II Sem. BSL	18	18	18	6:1
B.A.II Sem. (Major)	15	15	15	5:1
B.A.III Sem. MIL	20	20	20	7:1
B.A.III Sem. (Major)	12	12	12	4:1
B.A.IV Sem. MIL	20	20	20	7:1
B.A.IV Sem. (Major)	12	12	12	4:1
2013(running session) B.A. I Sem. MIL	34	34	34	11:3
B.A. I Sem. BSL	27	27	27	9:3
B.A. I Sem. (Major)	16	16	16	5:3
B.A. III Sem. MIL	28	28	28	9:3
B.A. III Sem. BSL	19	19	19	6:3
B.A. III Sem. (Major)	15	15	15	5:3
B.A. V Sem. (Major)	12	12	12	4:3

14. Number of academic support staff (technical) and administrative stuff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc / D. Lit. / Ph. D. / M. Phil. / P.G. : Ph.D., M. Phil., P.G.
16. Number of faculty with ongoing project from a) National b) International funding agencies and grants received : Ongoing Project 1 (MRP,1 Lac 3 Thousand), funding from UGC.
17. Departmental project funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil
18. Research Centre / faculty recognized by the University : Nil
19. Publication :

a) publication per faculty

Number of papers published in peer reviewed journals (National / international) by Faculty and students : Dr. J. Saha – 1, R. Saha – 2, R. R. Dey – 4

Number of publications listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social

Sciences Directory, EBSCO host, etc
Monographs
Chapter in Books
Books Edited
Books with ISBN / ISSN numbers with details of publishers
Citation Index
SNIP
SJR
Impact factor
h-index

20. Areas of consultancy and income generated : Nil
21. Faculty as members in
    a) National Committees b) International Committees c) Editorial Boards.....
    a) Dr. J. Saha – Life time member of NBT & ISSR
       Mr. R. Saha - Life time member of NBT & ISSR
    b) Mrs. R. R. Dey - Life time member IMC
22. Students projects
    a) Percentage of students who have done in-house projects including inter departmental / programme : Nil
    b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industry other agencies : Nil
23. Awards / Recognitions received by faculty and students : In the year 2010 the best student (B,A. 1st year) of the college Miss Payel Das belongs to Bengali Department, who got Muktaram Gayan Award from the NGC.
24. List of eminent academicians and scientists / visitors to the department : yes, Dr. Sanjoy De (Associated Professor, N.G.) , Dr. Badal Ch. Ghosh (Principal, Khagarijan College), Dr. Achyut Sharma (Dept.of Hindi, G.U., Director of College Development Committee), Dr. Jogen Kalita (Dept.of Zoology, G.U., Director of College Development Committee)
25. Seminars / Conferences / Workshops organized & the source of funding a) National : Nil
    b) International : Nil
26. Student profile programme / course wise :

Name of the Course/programme(refer question no. 4)	Applications received	Selected	Enrolled	Pass percentage
2010 B.A.I MIL	22	22	22	100
B.A.I BSL	1	1	1	100
B.A.I (Major)	7	7	7	100
B.A.II MIL	15	14	14	93.33
B.A.II (Major)	7	7	7	100
B.A.III(Major)	4	4	4	100
2011 B.A.I MIL	22	22	22	64
B.A.I (Major)	8	8	8	100
B.A.II MIL	22	22	22	100
B.A.II BSL	1	1	1	100
B.A.II (Major)	3	3	3	100
B.A.III (Major)	6	6	6	100
2012 B.A.II MIL	13	13	13	77
B.A.II (Major)	7	7	7	100

B.A.III (Major)	5	5	5	100
B.A.I Sem. MIL	30	30	29	100
B.A.I Sem. (Major)	12	12	12	92
B.A.II Sem. MIL	25	25	25	84
B.A.II Sem. (Major)	12	12	12	100
2013 B.A.III (Major)	7	7	7	86
B.A.I SEM MIL	32	32	32	100
B.A.I Sem. BSL	21	21	21	94
B.A.I (Major)	15	15	15	88
B.A.II Sem. MIL	30	30	30	100
B.A.II Sem. BSL	18	18	18	100
B.A.II Sem. (Major)	15	15	15	88
B.A.III Sem. MIL	20	20	20	100
B.A.III Sem. (Major)	12	12	12	100
B.A.IV Sem. MIL	20	20	20	100
B.A.IV Sem. (Major)	12	12	12	91

27. Diversity of Students

Names of the Course	% of students from the same state	% of students from the other states	% of students from abroad
2013 (running session) B.A. I Sem. MIL	70%	30%	Nil
2013 (running session) B.A. I Sem. MIL	60%	40%	Nil

*(Apart from this all students of our department has belong from the same state from last Four years.)

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, TET, etc. ? : TET - 3 , NET – 1

29. Student Progression :

Student Progression	Against % enrolled
UG to PG	12 out of 25 i.e. 50 %
PG to M. Phil.	1
PG to Ph. D.	
Ph.D. to Post-Doctroal	
Employed * Campus selection * Other then campus recruitment	Nil 12
Entrepreneurship / Self-employment	15

30. Details of Infrastructural facilities

a) Library : Books &Magazine -- 51 (All Books & Magazines has donated by our teachers & students)

b) Internet facilities for Staff & Students : Yes

c) Class room with ICT facility : No

d) Laboratories : No

31. Number of students receiving financial assistance from college, University, government or other agencies : Yes, 20 Students got SC scholarship , 2 Students got OBC scholarship,

2 Students got scholarship from Student aid fund (NGC).

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts : yes,

i) Every year we celebrate *Rabindra Jayanti.*

ii) We arrange Prize ceremony function for successful students. And now most the time this programme has sponsored by our valued faculty Mr. R. Saha.

iii) We arrange Workshop on Short story & Poem among the Students for their enrichment.

iv) We arrange Seminar among the students.

v) Students from our Department are encouraging to learn other languages and the same way interested students from other language backgrounds are encouraged to learn Bengali Language equally as a result of this most of our students can easily write Poems, Short stories in Bengali and Assamese as well. e.g. our ex-students Nandita Roy & Barsha Nandi wrote their poems & articles in different languages like Assamese & English in different times in NGC college magazine . Some non-bengali students also participated Bengali Literary games & Bengali songs competition and they have done successfully.

33. Teaching methods adopted to improve student learning : We adopted Lecture Mathod, Audio – Video Method, Internet. To improve Students' learning we also use Black Board.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : yes,

a) Dr. J. Saha visits Nowgong State Home & gives them Copy, Pen Pencil, Cloths, Food etc. Dr. J. Saha is a active member of NGC Alumni Association, she was the Asst. Secretary of NGC Alumni Association for last five years , now she is President of NGC Alumni Association, Our Alumni Association adopt the village Itapara for the Welfare . Dr. J. Saha and her company (NGCAA) are regular in touch of the village.

b) One of our Faculty R. Saha provided a lot of Medicine (iron tablet) to NGC Girks' Hostal, which was Prescribed by the visiting Doctor in the year 2009-10. Mr. Saha was also Asst. Co-ordinator of KK Handique Study Centre at NGC in the year 2012.

35. SWOC analysis of the department and Future plans :

Analysis of the strength of our Department :

i) We have 162 students in our Department.

ii) The Student-Teacher relationship is very good.

iii)All the faculties are NET & SLET qualified.

iv)The students are very obedient as a result they pass out with very high percentage although they enter the college with very low percentage. Many of them obtained First Class as well.

v) Though shortage of a faculty of our Department from a long time, yet our Departmental result is very good.

Analysis of the Weakness of our Department :

i) Most of the students of our Department are from Economically very weak Background.

ii) Most of the students are only Literate Members of their family.

iii)As almost all the members of their family are illiterate, so there is no one to guide them at home.

Analysis of the Opportunity of our Department :

i) The students of our Department will be able to work as Translators, Subject Teachers in different schools & educational institutions, as News Readers, Anchors in different TV & Radio Stations.

ii) So many students of our Department are working at different Junior Colleges, Schools & Private Institutions to earn their livelihood. One of our student is working at our college part-timer. She is also pursuing M.Phil. and the another one who is NET qualified is working at Nowgong College as a Part-timer.

Analysis of the Challenges of our Department :

i) Lack of one faculty.

ii) Most of the students come from very poor backward family. As a result sometimes they want to dismiss their learning, and then we go to their home or over telephone -- we encourage them to learn. Sometimes we help them financially also.

iii)Our syllabus changes frequently, on the other hand Bengali Books are not available here. We must depend on Kolkata, in this connection it is very difficult to prepare Notes, Suggestions for the students.

iv) Sometimes questions are not set by the University as per Gauhati University guidelines. So we prepare the students mentally for this situation.

But we are hopeful that all the above short comings will be taken care of for a healthy Educational Environment.

Future Plans :

I) Rich Computerised Library.

ii)To open Language Lab.

iii)To open PG course.

iv)To promote the research activities among the students, we divided them into small groups, and research topics are given to them to publish their work in college magazine etc.

v) To give more focus on comparative study.

vi)To open Folklore Research & Study Centre.

vii)To make some provision for Pre-Examination Training Centre for NET & SET with more focus to alumni of the Department.

viii)To organize some additional course (Self Sponsored), like certificate and diploma on Bengali with more focus on developing compatibility among Non-Bengali speaking Students.

ix) To organize different activities on creative writing.

Evaluative Report of the Department of Economics

1. Name of the department : **Economics**
2. Year of Establishment : **1962**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG: Major/ General**
4. Names of Interdisciplinary courses and the departments/units involved: **Guest faculty in the department of Political Science (Diploma in Human Right, course offered by Political Science.)**
5. Annual/ semester/choice based credit system (programme wise) :**Semester: UG**
6. Participation of the department in the courses offered by other departments:**None**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons :NA
9. Number of Teaching posts: 4 (Four).

	sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	**04**	**04**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D Students guided for the last years
Deepak Sarma	MA (Enrolled in Ph D Programme at Tezpur University)	Asst.Professor	International Economics Banking and Financial Institutions and Agricultural Economics	17 Years	

Leena Bora Hazari	MA (Enrolled in Ph D Programme at Tezpur University)	Asst.Professor	Labour Economics, Statistics	16 Years	
Kulen Ch. Das	MA (Enrolled in Ph D Programme at IIT, Guwahati)	Asst.Professor	Banking and Financial Institutions and Agricultural Economics	16 Years	
BinodGoswami	MA	Asst.Professor	Demography&Mathematical Economics	6 Years	

11. List of senior visiting faculty: NA
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : NA
13. Student -Teacher Ratio (programme wise):

Class	Total Student	Student-teacher Ratio	Remarks
Major	15	3.7:1	2009-10
General	60	15:1	
Major	14	3.5:1	2010-11
General	54	13.5:1	
Major	22	5.5:1	2011-12
General	59	14..7:1	
Major	27	6.7:1	2012-13
General	53	13:1	

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NA**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.: **PG**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Name	Title of project	Funding Agency	Amount
Sri KulenCh Das	Household Characteristics and forest resource dependency in the forest villages of Laokhowa Wildlife Sanctuary.	UGC	1,40,000.00
Sri BinodGoswami	Socio-econmic impact of NREGA with special refence to women empowerment	UGC	1, 02,000.00
Sri Deepak Sarma	Role of Brick Industry in Socio Economic Development in Sonitpur District.		15,000.00

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**
18. Research Centre /facility recognized by the University: Nil

* Publications: a) Publication per faculty

Deepak Sarma	1
Leena Borah Hazari	4
Kulen Ch. Das	3
BinodGoswami	1

* Number of papers published in peer reviewed journals (national / international) by faculty and students:

Papers in National Journal	1
Chapter in Books	5
Books Edited	1

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
* Monographs: None
* Chapter in Books: **: -**

1. Books Edited: **1 (One):-** Sustainable Natural Resource Management in North East India: Policies and Practices, EBS, Guwahati

* Books with ISBN/ISSN numbers with details of publishers: None
* Citation Index: None
* SNIP: None
* SJR: None
* Impact factor: None
* h-index : None

19. Areas of consultancy and income generated:
    - Spot verification of field NGOs for Mother NGO programme under NRHM – as assignment given by DIU (District Implementation Unit), AMSS (Assam MahilaSamata Society), Nagaon, in 2008.
    - Ecosystem-Livelihood Linkage inthe Eastern Brahmaputra River Basin, North East India under HICAP (Himalayan Climate Change Adaptation Programme).(The Project has just been launched).
20. Faculty as members in
    a) National committees: i. Member of NEEA
    ii. Organizing secretary of Reception Committee of KaliborSahityaSabha, Nagaon Branch.
    iii. Assistant General Secretary HariharDhamSanskritikUnnayanSamitee.
    iv. Member of Chetana NGO.

b) International Committees c) Editorial Board: **Nil**

21. Student projects
    a) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**
    b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**
22. Awards/ Recognitions received by faculty and students:**Nil**
23. List of eminent academicians and scientists/ visitors to the department:

i. Prof. M.K. Sarma, Tezpur University
ii. Dr.MohanParsain, ParliamentaryInterpreter, Delhi.
iii. Smt. BobitaSarma, Parliamentary Interpreter, Delhi.
iv.Prof.ChandanSarma, TezpurUniversity,Tezpur, Napam
v. Prof. Ajanta B. Rajkonwar, DibrugarhUniversity,Dibrugarh,Assam

vi. Dr. Rani MudiarDeka, Dispur College, Guahati.

24. Seminars Conferences/Workshops organized & the source of funding

25. a)National :Nil b)International:Nil

26. Student profile programme/course wise:

Session	Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
2009-10	UG(Major)	7	7	4	100%
	UG(General)	20	20	14	85%
2010-11	UG(Major)	13	11	9	Nil
	UG(General)	39	36	30	80%
2011-12	UG(Major)	18	15	12	100%
	UG(General)	43	40	29	79%
2012-13	UG Major	15	13	12	80%
	UG General	24	24	14	100%

F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG(Major,General)			
2009-10	100%		
2010-11	100%		
2011-12	100%		
2012-13	100%		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **:Nil**

29. Student progression

Student progression	Against % enrolled Major/General			
	2009-10	2010-11	2011-12	2012-13

Student progression	Against % enrolled Major/General			
	2009-10	2010-11	2011-12	2012-13
UG to PG	50%	Nil	25%	33%
PG to M.Phil.				
PG to Ph.D.				
Ph.D. to Post-Doctoral				
Employed	4	2	2	4
• Campus selection	0	0	0	2
• Other than campus recruitment	4	2	2	2
Entrepreneurship/Self-employment	1	3	4	5

30. Details of Infrastructural facilities

a) Library: 100 Books

b) Internet facilities for Staff & Students: Internet and Printing Facility available to the teachers and students.

c) Class rooms with ICT facility: Major class room has ICT facility.

d) Laboratories: NA

31. Number of students receiving financial assistance from college, university, government or other agencies: Five students got financial assistance from college,20 Students gotfinancial assistance from government or other agencies.

32. Details on student enrichment programme (special lectures / workshops / seminar) with external experts:

33. Teaching methods adopted to improve student learning:

i. All the major and general papers are unitized and allotted to the teachers according to their interest and specialization.

ii. Power point presentation (PPT) used in the teaching learning process.

iii. Oral feedbacks are taken after finishing each unit. Some topics are repeated if needed.

iv. Unit test are frequently conducted other than sessional examinations.

v. Students are encouraged for self evaluation.

vi. There is Smart board in the major classroom. It is being intensively used by the department. Some topics are instructed with the help of smart board and are saved and are recorded. It helps the students to go through the whole instruction and learn themselves.

vii. Students are encouraged for group discussion on certain topics.

viii. Internet facilities are available in the department. It is used in teaching learning process. Students are also allowed to use the facility for their academic benefit.

ix. If student missed any class for valid reason, personal cares are taken to make them learn the missed topic.

x. Notes on some topics are also given to the students if necessary.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities...

i. The department organized a talk on Financial Literacy on 24-10-2012

ii. Guest lecturer in the RUDSET, an institution for training the rural unemployed youth.

iii. Looks the activities related to health, reliefs to the flood affected peoples, organizes awareness camps on the banner of KARUNA TRUST, a TRUST at national level and CHETANA(a state level NGO).

iv. Spot verification of field NGOs for Mother NGO programme under NRHM – as assignment given by DIU (District Implementation Unit), AMSS (Assam MahilaSamata Society), Nagaon, in 2008.

v. Ecosystem-Livelihood Linkage in the Eastern Brahmaputra River Basin, North East India under HICAP (Himalayan Climate Change Adaptation Programme). (The Project has just been launched).

35. SWOC analysis of the department and Future plans.

Strength:

i. The Department of Economics was established in the year 1962 i.e. since the establishment of the college.

ii. It has four permanent faculty members from different areas of specialization.

iii. The major class room is specious and equipped with modern teaching tools.(ICT facility)

iv. The Department has a library with more than 100 text and reference books.

v. The department procures news paper "The Economic Times "and Economics journals for the benefit of the students and teachers.

vi. The department initiated the "tutorial ward" system where the responsibility of some students is entrusted to a teacher of the Department and respective teacher guides the students and try to solve their academic and other personal matters.

vii. The department organizes popular talks, Departmental seminars, debate, group discussions, and Documentary show on current economic issues on regular basis.

Weaknesses

i. The students have less command over statistics and mathematics .The major have papers of statistics and mathematical economics. It sometimes creates problem in teaching-learning process.
ii. The students have less command over English. The text books as well as reference books in vernacular language are scarce in relation to course contents.
iii. Some of the Major seats allotted to the students remain vacant every year; even in General course the students' enrollment is not encouraging.
iv. The students- teacher ratio is very low.

Opportunities

i. The subject is very much relevant to day to day life.
ii. The subject is mother subject of many managerial as well as vocational courses like BBA, BBE, MBA, MBE etc. If anyone wants build career other than traditional way, the subject is very much helpful to them
iii. After completion of graduation with economics as a subject, one can appear the competitive examinations like IES, ISS other than other competitive examinations.
iv. Banking sector gives more weightage on the subject for recruitments.
v. The subject is having importance to build the entrepreneurial ability for self-employment.

Challenges

i. The students are still to accustomed with the semester system which is the major challenge in the present context.
ii. Intensive use of mathematics in the analysis of the economics has made the subject unpopular particularly among the learners who want to avoid mathematics after matriculation.
iii. In Higher Secondarylevel, the course of economics is very vast, covering almost all the topics of economics without mathematical economics, the reason why even in HS level student's enrollment is very low.

Future plan

i. The department will organize National seminar/workshop/popular lectures at least one in every academic year.
ii. Strengthening departmental library with more books and journals.
iii. The department will try to initiate career oriented short-term course.
iv. The department will try to improve the student-teacher ratio through counseling.

Evaluative Report of the Department of Education

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department : Education
2. Year of Establishment : 1967
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) : Undergraduate Course with
   - Major and General
4. Names of Interdisciplinary courses and the departments/units involved: No
5. Annual/ semester/choice based credit system (programme wise) :
   - Annual
   - Semester
6. Participation of the department in the courses offered by other departments:
   - Philosophy
   - Human Rights Education in Political Science Department
   - BA and MSW courses offered by Krishna Kanta Handique State Open University
   - D. El. Ed. Course offered by Krishna Kanta Handique State Open University
7. Courses in collaboration with other universities, industries, foreign institutions, etc. Nil
8. Details of courses/programmes discontinued (if any) with reasons : Nil
9. Number of Teaching posts: 4 (Four).

	Sanctioned	Filled
Professors	-	-
Associate Professors	01	01
Asst. Professors	03	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Swapna Neog	MA., B.Ed., M.Phil., (Ph. D. scholar, Assam University, Silchar)	Associate Professor	Developmental Psychology	29 Years	
Jonali Mudoi	MA., M. Ed., Ph. D.	Asst. Professor	Educational Mangemenet	10 Years	
Manuj Kumar Chutia	MA., B.Ed., M. Phil., Ph. D.	Asst. Professor	Educational management, Measurement	09 Years	

Lohit Payeng	MA (Ph. D. Scholar, Guahati University)	Asst. Professor	Continuing Education	09 Years	Lien from August, 2013 to till date
Lalita Adhikary (Part time)	M.A.	Asst. Professor	Developmenta l Psychology		

11. List of senior visiting faculty:
    - Dr. Dulumoni Goswami, Assistant professor, Department of Education, Gauhati University
    - Dr. Biman Bhatta, Principal, Hojai College
    - Mr. Jayanta Sharma, Lecturer, Department of Geography, Nowgong Girls' College
    - Mr. Kulen Ch. Das, Assistant Professor, Department of Economics, Nowgong Girls' College
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :
    - Major - 25%
    - General – 25%
13. Student -Teacher Ratio (programme wise):
    - Major - 21:1
    - General - 212:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: One
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:
    - Ph. D. - 02
    - M. Phil. - 01
    - P. G. -01
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Name	Title of project	Funding Agency	Amount
Manuj Kumar Chutia	Environmental Awareness among College students in Nagaon Sub-division- A study	UGC	85,000/-
Lohit Payeng	A study of vocationalization of education at secondary level in Nagaon sub division	UGC	1, 40,000/-

18. Research Centre /facility recognized by the University: Nil
19. Publications:
    a) Publication per faculty
        - Number of papers published in peer reviewed journals (national / international) by faculty and students: 01
        - Number of publications listed in International Database (For Eg: Web

of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil

- Monographs: Nil
- Chapter in Books: 02
- Books Edited: 0
- Books with ISBN/ISSN numbers with details of publishers: 01
  Saishik aur Monobaigyanik Parimapon, Lawyer's Book Stall, Guwahati., 2010, ISBN 13: 978-81-7331-212-0 by Manuj Kumar Chutia
- Citation Index : Nil
- SNIP: Nil
- SJR: Nil
- Impact factor : Nil
- h-index : Nil

20. Areas of consultancy and income generated: Nil
21. Faculty as members in :
    a) National committees

    Swapna Neog:

    -Life Member of North East India Education Society (NEIES)

    Jonali Mudoi:

    - Life Member of North East India Education Society (NEIES)
    -Life Member of Council for Teacher Education (CTE)

    Manuj Kumar Chutia

    - Life Member of Council for Teacher Education (CTE)
    - Life Member of North East India Education Society (NEIES)

    Lohit Payeng:

    - Life Member of North East India Education Society (NEIES)
    - Life Member of Council for Teacher Education (CTE)

    b) International Committees

    Jonali Mudoi:

    -Member of Commonwealth Council for Educational Administration and Management (CCEAM)

    Manuj Kumar Chutia:

    -Member of Commonwealth Council for Educational Administration and Management (CCEAM)

    c) Editorial Boards:

    - Mrs. Swapna Neog,
      a) Dr. Jyotinath Chakrabarty- Ek Surela byaktitta,
      b) Smritimala
    - Manuj Kumar Chutia, College Magazine Editorial Board

22. Student projects
    a) Percentage of students who have done in-house projects including inter departmental/programme : Nil
    b) Percentage of students placed for projects in organizations outside the

institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards/ Recognitions received by faculty and students:
    - Ms. Wahida Rahman, Maloti Bora's family Merit Award, 2010
    - Ms. Himakshi Bora, Maloti Bora's family Merit Award 2011
    - Ms. Rashmi Das, Maloti Bora's family Merit Award 2012
    - Ms. Sonali Beypi, Maloti Bora's family Merit Award 2013
24. List of eminent academicians and scientists/ visitors to the department:
    - Dr. Nilima Bhagabati, Professor, Department of Education, Gauhati University
    - Dr. Lutfun Rasul Saikia, HOD, Department of Education, Gauhati University
    - Dr. Indranee Dutta, Professor, OKDISCD, Guwahati
    - Dr. Brajen Rai Chowdhury, Registrar, IIT, Guwahati
    - Dr. Dulumoni Goswami, Assistant Professor, Department of Education, Gauhati University
    - Dr. Jyoti Nath Chakrabarty, Retd Lecturer, Department of Political Science, Nowgong Girls' College
    - Mr. Joydhan Das, Retd Principal i/c, Nowgong Girls' College
    - Dr. Menaka Saikia, Retd HOD, Department of Education, ADP College
    - Mrs. Indu Das, Retd HOD, Department of Education, Nowgong College
25. Seminars/ Conferences/Workshops organized & the source of funding
    - National : Nil
    - International: Nil
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)		Applications received	Selected	Enrolled *F	Pass percentage
Year	Course				
2008-09	Major	27	27	27	88.89
	General	108	108	108	85.18
2009-10	Major	13	13	13	92.31
	General	113	113	113	90.26
2010-11	Major	21	21	21	100
	General	97	97	97	89.68
2011-12	Major	07	07	07	85.71
	General	84	84	84	96.43
2012-13	Major	14	14	14	100

Name of the Course/programme (refer question no. 4)		Applications received	Selected	Enrolled *F	Pass percentage
Year	Course				
	General	144	144	133	92.36

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG Major	100	-	-
UG General	100	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil
29. Student progression

Student progression	Against % enrolled
UG to PG	55.55
PG to M.Phil.	0
PG to Ph.D.	0
Ph.D. to Post-Doctoral	0
Employed • Campus selection • Other than campus recruitment	- - 14.81
Entrepreneurship/Self-employment	0

30. Details of Infrastructural facilities

a) Library: A seminar library in the department consisting 328 text books and reference books.

b) Internet facilities for Staff & Students: A computer with internet facility for faculty members and students as well. A printer is also connected with the computer.

c) Class rooms with ICT facility: The Major class room has ICT facility.

d) Laboratories: A Psychology laboratory with varieties of psychological equipments.

31. Number of students receiving financial assistance from college, university, government or other agencies:
    - College: 3
    - University: Nil
    - Government: 25
32. Details on student enrichment programme (special lectures / workshops /

seminar) with external experts:

- Mrs. Rupa Rani Saikia delivered a lecture on Value Education
- Dr. Dulumoni Goswami delivered a lecture on Students' Indiscipline.
- Dr. Menaka Saikia delivered a lecture on Child development.

33. Teaching methods adopted to improve student learning:
    - Lecture method,
    - Remedial,
    - Tutorial,
    - Group Discussion,
    - Assignment,
    - Seminar,
    - Power point presentation,
    - Co-operative method
34. Participation in Institutional Social Responsibility (ISR) and Extension activities.
    - Creativity programme at Nagaon State Home
    - Health awareness programme at Parghat BKB high School
    - Co-curricular activities in personal and professional development at Barhampur blind school
    - Collection and distribution of materials to the flood victims of west Dhemaji area.
35. SWOC analysis of the department and Future plans.

Strength:

- Alumni are engaged and served to the people in different fields
- ICT facility in transacting curriculum in major class room
- A computer with internet facility for teachers and students along with printer
- Committed and dedicated faculty
- Congenial relationship between teachers and students
- A society in the department named 'Education society'
- A wall magazine to expose literary creativity of students
- Good number of students in Major as well as General Course.
- A seminar library in the department containing reference and text books
- High rate of pass percentage
- Parents co-operation and valuable suggestions
- Provision of student feedback

Weakness:

- Students are generally very weak in English
- Insufficient Psychology Laboratory
- Insufficient teaching staff in comparison to students enrolment
- One post is lying vacant

Opportunity:

- Students studying education have good chances of being employed in different levels of teaching profession
- Students studying education will have better knowledge of Child Care

and development
- Develops soft skills and life skills among students
- Develops social skills
- All-round personality development

Challenge:
- Over crowded general course
- Mixed ability groups in the class
- First generation learners

Future Plan:
- Organizing a National seminar
- An evaluative study on the implementation of Right to Education in Nagaon District.
- A talk on mental health and hygiene
- Introduction of Montessori course
- Introduction of PG course in Education
- Health awareness camp in remote area
- Environmental awareness camp

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Evaluative Report of the Department of English

The self evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department : ENGLISH
2. Year of Establishment: 12-09-1962.
3. Names of programmes/ Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D etc.) : UG (General and Major)
4. Names of Interdisciplinary courses and the departments/units involved : Nil
5. Annual/semester/choice based credit system (programme wise) : Semester system
6. Participation of the department in the courses offered by other departments :
   Some of the faculty members take Spoken English classes.
   Prof. J.Jana (retired in October2013) takes classes in PG course in Assamese
7. Courses in collaboration with other universities, industries, foreign institutions,etc. : Nil.
8. Details of courses/programmes discontinued (if any) with reasons: Nil.
9. Number of teaching posts :

	Sanctioned	Filled
Professors	0	0
Associate Professors	1	1
Assistant Professors	4	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years
Muni Kakoti	M.A.	Associate Professor	Literature	33	Nil
Jyotirmoi Jana	M.A., L.L.B., Ph.D	Associate Professor(Retired 30th Oct., 2013)	Language	37	Nil
Piklee Buragohain	M.A.(English & Sociology), M.Ed., M.Phil	Assistant Professor	Indian English Literature	4 years	Nil
Neetu Gupta	M.A., B.Ed, M.Phil	Assistant Professor	Women and literature	5 years	Nil

ridula Kashyap	M.A., M.Phil	Assistant professor	American Literature, African Literature, Latin American Literature	2 years	Nil

11. List of senior visiting faculty; Prof. Amitava Roy (Jadavpur University)
12. Percentage of lectures delivered (programme wise) by temporary faculty : 20%
13. Student-Teacher Ratio (programme wise) : SEM I -103:1 (General English), 1:1 (Major)
    SEM III – Alt Eng 3:1, Major 3:1
    SEM V – Major 3:1
14. Number of academic support staff and administrative staff sanctioned and filled : Nil.
15. Qualifications of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil/PG:

Name	Qualification
Muni Kakoti	M.A.
Jyotirmoi Jana	M.A., Ph.D
Piklee Buragohain	M.A.(English & Sociology), M.Phil
Neetu Gupta	M.A., M.Phil
Mridula Kashyap	M.A., M.Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : 01
    Prof. Neetu Gupta Minor Research Project UGC, NERO funding agency 2012 Rs 72,000 (grant received)
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil.
18. Research Centre/ facility recognized by the university : Nil
19. Publications :
    - Publication per faculty :

Prof. Muni Kakoti 01

Prof. J. Jana - 12

Prof. Piklee Buragohain - 05

Prof. Neetu Gupta - 04

Mridula Kashyap - 06

- Number of papers published in peer reviewed journals (national/international) by faculty and students : 01(National, Mridula Kashyap)

- Number of publications listed in International Database : Nil
- Monographs : Nil
- Chapter in Books : Nil
- Books edited : Prof. J.Jana 01
- Books with ISBN/ISSN numbers with details of publishers : Nil
- Citation Index: Nil.
- SNIP: Nil.
- SJR: Nil.
- Impact factor: Nil.
- H-index: Nil.

20. Areas of consultancy and income generated: Nil.
21. Faculty as members in
    a) National committees: Nil

    b) International committees: Member of Forum of Contemporary Thought (Mridula Kashyap)

    c) Editorial board: Prof Muni Kakoti edited Smritimala and Prof Neetu Gupta edited College magazine

22. Student projects
    a) Percentage of students who have done in-house projects including inter departmental/ programme : Nil
    b) Percentage of students placed for projects in organizations outside the institution i.e. in research labotaries/ industry/ other agencies : Nil
23. Awards /Recognitions received by faculty and students : Nil
24. List of eminent academicians and scientists/ visitors to the department: Prof. Ranjit Dev Goswami (GU), Prof. Amitav Roy(Jadavpur University), Prof. Madan Sharma (TU), Prof. Mrinal Miri, Prof. Madhumita Baruah (TU), Shri Ranjit Shekhar Mooshahary

25. Seminars/Conferences/Workshops organized and the source of funding :
    a) National: Nil b) International: Nil
    26. Student profile programme/course wise:

Name of the course/programme	Application received	Selected	Enrolled	Pass percentage(%)	
UG 2009 (M+G)	05+609	5+609	5+609	18and 28	
UG 2010	08 + 585	03 + 585	03 + 585	66.7 and 34	
UG 2011	19 + 600	19 + 600	19 + 600	75 and 28	
UG 2012	19+457	19+457	19+457	75 and 53	

27.Diversity of students

Name of the course	% of students from the state	% of students from other states	No. of students from abroad
UG 2009	85	15	Nil
UG 2010	90	10	Nil
UG 2011	88	12	Nil
UG 2012	90	10	Nil
UG 2013	80	20	Nil

28. How many students have cleared national and state competitive examinations such as NET,SLET,GATE,Civil services etc. ?

TET-- Karabi Phukan, Sarita Pandey, Munmi Bora

APSC -- Sunaina Aidew, Meenakshi Saikia, Himadri Saikia,

29. Student progression: 33%

Student Progression	Against % enrolled
UG to PG	33
PG to M. Phil	10
PG to Ph. D	5
Ph. D to Post- Doctoral	Nil
Employed • Campus selection • Other than Campus recruitment	 Nil 60
Entrepreneurship/ Self Employment	60

30. Details of infrastructural facilities:

a) Library: Departmental library 312 books

b) Internet facilities for staff and students: Yes.

c) Classroom with ICT facility: Yes

d) Laboratories: Yes (language lab)

31. Number of students receiving financial assistance from college, university, government or other agencies :

Year	Category SC	ST	OBC
2009-10	26	36	Nil
2010-11	39	79	41
2011-12	43	60	44

32. Details on student enrichment programmes (special lectures/ workshops / seminar) with external experts:

- Lecture Program on "Shakespeare for Assam and India" organized on 2April, 2013. Professor Amitava Roy was invited as the speaker to deliver a lecture on the above mentioned subject.

33. Teaching methods adopted to improve student learning:

In addition to lecture method, the department arranges film shows, creative writing class and group discussion. The department also encourages e-learning and critical reasoning among the students. There is provision for remedial class and extra class for slow learners as well.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
Some of the faculty members from the department organize vocational courses from time to time as mentioned below:
Jute Craft and Doll making Course, Spoken English Course, coaching for competitive exams.

35. SWOC analysis of the department and Future plans :

Strength

- The first and only Women's college on Humanities in the district.
- Young, vigorous, highly qualified and dedicated teachers with specialization in different areas.
- Bilingual methods of teaching are used in General English classes as majority of the students are first generation learners from low socio-economic background.
- Well stocked library with e-learning facilities and a language lab.
- Highly qualified and scholarly academicians invited to deliver lectures in the department.
- Regular counseling, remedial classes and parent-teacher meet for the upliftment of the students.
- Personal contact with students in order to develop a student friendly atmosphere.
- Timely internal student evaluations. .

Weakness

- Proficiency level is below average because most of the students are first generation learners and they come from rural and low socio-economic background.
- The nearby colleges being co-educational has a deterrent effect on our student strength (girls) as most of the students prefer to study in co-educational colleges.
- Since most of the students are from rural background, they enter into early marriages, as a result their education remains incomplete.

Opportunities

- Being a women's college, the girls get a platform to discuss freely issues and problems related to their gender.
- Students also feel at ease to discuss their shortcomings related to their courses in the classroom.
- Empowerment of women from this educationally backward area can bring about improvement in the social set up and community structure.

- The college is situated in an eco-friendly and serene environment with no noise and air pollution.
- Humanistic approach of dedicated teachers.
- Decentralization of duties.
- Safe campus for girls.
- Enhance the students communicative English through various interactions, Spoken English classes and group discussions.

Challenges

- To remove the stigma of the highest contributor of drop outs as a result of motherhood and other related marital issues.
- Mushrooming of many junior colleges poses a challenge to our student strength.
- To improve language aptitude of the students coming from low socio-economic background.
- Develop soft skills among students.

FUTURE PLANS

- Augmenting Faculty Exchange Programmes in collaboration with other Universities
- Cultural exchange programmes to be organized to get students more interested in subjects like music, performing and visual arts etc.
- More collaborative research to be taken up with research institutes of
- national repute.
- To organize national workshops on translation and film studies.
- To enrich the departmental library.
- To organize debates and group discussions to improve their communicative English.

3. Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department: History
2. Year of Establishment: 1962
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (Major & General)
4. Names of Interdisciplinary courses and the departments /units involved: Nil
5. Annual/ semester/choice based credit system (programme wise):

Annual upto 2012, Semester from 2011.

6. Participation of the department in the courses offered by other departments:

S. Hazarika, Associate Professor of our Department took classes on the History of England in the Dept. of English, Nowgong Girls' College.

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Does not arise
9. Number of Teaching posts:

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	2	2
Asst. Professors	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
P. M Duarah	MA	Associate Professor	Regional History, Modern India	28	Nil
S. Hazarika	MA	Associate Professor	Ancient India, Medieval, Modern India	20	Nil
M.Borah	MA,M.Phil	Assistant Professor	Far East, Oral History and Contemporary History	11	Nil
K. Bora	MA, B.Ed, M. Phil, PGDCA	Assistant Professor	International Relations, Historiography	5	Nil

11. List of senior visiting faculty:

a. Dr. Rajen Saikia, Eminent Historian and former President of Indian History Congress (Modern Period)

b. Prof. Md. Taher, Renowned geographer and former Professor of Gauhati university

c.Prof. D. Nath, Anirudhha Dev Chair holder, Dibrugarh University

d. Prof. A. Roy, a veteran historian of Jadavpur University

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil

13. Student -Teacher Ratio (programme wise): 09-10

Major	General
1:4	1:11

Year 2010-2011:

Major	General
1:2	9:1

Year 2011-2012:

Major	General
1:4	13:4

Year 2012-2013:

Major	General
1:4	5:4

Semester: Student-Teacher ratio:

Year 2011-12: Semester I and II

Major	General
5:4	6:1

Year 2012-2013: Semester I and II

Major	General
7:4	10:4

Year 2012-2013: Semester III and IV

Major	General
5:4	5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:

PG: 2, M.Phil: 2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: National

Name of Teacher	Title of the Project	Funding Agency	Amount	Year
M. Borah	Tea Cultivation and Its Impact in the Brahmaputra valley of Assam	UGC	85,000	2009(Completed in 2011)
M. Borah	Monuments of Kachari Kingdom: A Case Study	UGC		Applied in 2013
Bora	Land Revenue Administration in Kamrup District under Colonial Rule	UGC		Applied in 2013

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University

19. Publications:

* a) Publication per faculty:

Name of the Teacher	Nos
PM Duarah	1
S. Hazarika	3
M. Borah	5
K. Bora	5

Number of papers published in peer reviewed journals (national

/international) by faculty and students: Nil

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil

* Monographs: Nil

*Chapter in Books: 3

*Books Edited: Nil

*Books with ISBN/ISSN numbers with details of publishers:

	Publisher	ISBN no.	Year
'Itihash Chinta'	Gigabytes Publication	978-81-923589-8-7	2013

*Citation Index: Nil

*SNIP: Nil

*SJR: Nil

*Impact factor: Nil

*h-index: Nil

20.Areas of consultancy and income generated: Nil

21.Faculty as members in

a)National committees: Nil

b) International Committees: Nil

c) Editorial Boards: 03

22.Student projects:

a)Percentage of students who have done in-house projects including inter departmental/programme: 80%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil

23.Awards / Recognitions received by faculty and students:

a. Suman Sut, a student of our department awarded Renu MahantaState Merit Award on 2013.

24.List of eminent academicians and scientists / visito Department:

a. Dr. R.N. Saikia, Eminent Historian and former President of All India History Congress

b. Prof. R.K. Dev Goswami, Dept.of English, Gauhati University and Chair holder of Srimanta Sankardev Chair

c. Prof. D. Nath, Anirudhha Dev Chair holder, Dibrugarh University

d. Prof. A. Roy, a veteran historian of Jadavpur University

25. Seminars/ Conferences/Workshops organized & the source of funding:

a) National: i) A UGC sponsored National Seminar organized by our Department.
Topic: Assam in the 19th Century: A Historical Reassessment.
Funding Agency: UGC
Amount: 90,000/-
Date: 22 January, 2011
ii) A seminar proposal entitled "Assam After Independence: A Historical Study" submitted by our Department on October, 2013

b)Internatioal: Nil.

26. Student profile programme/course wise:

Year 2009-10:

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
TDC I(M+G)	0+30	0+26	0+26	0%/85%
TDC II(M+G)	1+14	1+14	1+14	100%/86%
TDC III(M+G)	0+5	0+5	0+5	0%/80%

Year 2010-2011:

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
TDC I(M+G)	2+15	1+11	1+11	100%/73%
TDC II(M+G)	0+14	0+14	0+14	0%/86%
TDC III(M+G)	1+11	1+11	1+11	100%/100%

Year 2011-2012:

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
TDC I(M+G)	Nil Semester Starts from this session	Nil	Nil	Nil
TDC II(M+G)	1+5	1+5	1+5	100%/80%
TDC III(M+G)	0+8	0+8	0+8	0%/80%

Year 2012-2013:

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
TDC I(M+G)	Nil Semester Starts from this session	Nil	Nil	Nil
TDC II(M+G)	Nil	Nil	Nil	Nil

TDC III(M+G)	1+5	1+5	1+5	100%/100%

Semester I (Enrolled in July-December 2011):

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
UG Sem I(M+G)	7+25	5+22	5+22	80%/73%

Semester II (January- June 2012):

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
UG Sem II(M+G)	5+22	5+20	5+20	100%/95%

Results of Semester I and III (July – December 2012):

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
UG Sem I(M+G)	9+12	7+10	7+10	57%/70%
UG Sem III(M+G)	5+20	5+20	5+20	100%/100%

Results of Semester II and IV (January-June 2013):

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
UG Sem II(M+G)	7+10	7+10	6+10	50%/90%
UG Sem IV(M+G)	5+20	5+20	5+20	100%/100%

Semester I, III and V (July-December 2013):

Name of the course/programme	Application Received	Selected	Enrolled(F)	Pass %
UG Sem I(M+G)	7+20	5+15	5+15	
UG Sem III(M+G)	7+10	7+10	7+10	
UG Sem V(M+G)	5+20	5+20	5+20	

*M = Male *F = Female

27. Diversity of Students:

Name of Course	% of students from the same state	% of students from other states	% of students from abroad
UG(Major)	100%	Nil	Nil
UG(G)	100%	Nil	Nil
Semester(M)	100%	Nil	Nil
Semester(G)	100%	Nil	Nil

Students for all the courses of the last four years are from the same state.

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:02

I..Chommu cleared NET in 2011 and doing Ph.D

II. Himadri Saikia cleared Assam Public Service Exam in 2012

29. Student progression:

Student progression	Against % enrolled
UG to PG 2009-10 2010-11 2011-12 2012-13	 Nil 100% Nil 100%
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	 Nil 40%
Entrepreneurship/Self-employment	60%

30. Details of Infrastructural facilities a) Library: 100 numbers of book in our departmental library.

b) Internet facilities for Staff & Students: Yes

c) Class rooms with ICT facility : Nil

d) Laboratories: Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: 20

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Department of History, Nowgong Girls' College organized special lectures in the dates and titles mentioned below:

Topic	Name of Resource Person	Date
1.Peasant movement in Assam	Dr. R.N. Saikia	5.3.2010
2. Transport and Communication system during Medieval Assam	Dr. S. B. Medhi	17.4.2011

3.History and Historical Writing: A Discussion	Dr. R. Handique	19.8.2012
4. International Relations since 1945	Prof. R. Bezbaruah	28.5.2013

33. Teaching methods adopted to improve student learning:

Normally, lecture method is followed in class transaction. Besides this procedure, group discussions, remedial classes, home assignments, unit tests, educational tours and departmental seminars are arranged by the department. Maps and globes are frequently used in class transaction. Our teachers are available beyond class hours and even during vacations for academic interaction with students.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

a. Education tour to Kamrup-Hajo with the students of TDC III year in 2010.
b. Educational tour to Tezpur with the students of TDC II sem in the year 2011.
c. Educational tour to Guwahati with the students of TDC I sem in the year 2012.
d. Excursion with the students of TDC V sem in the year 2013.

35. SWOC analysis of the department and Future plans:

Strength: a. Dedicated and efficient faculty members
b. Lectures of eminent historians of our region
c. Good results of our department
d. Good number of books in our departmental and college library
e. Experience of association of the teachers of the department in publication of the Assamese Encyclopedia (History Part).

Weakness: a. Lack of Sufficient numbers of students in the department.
b. Lack of adequate fund for the introduction of new history related courses.

Opportunity: a. Ample opportunities in competitive and Civil Services examination
b. Eco-tourism as vocational courses
c. Opening a mini museum
d. Placement in various travel agencies

Challenges: a. Down trend of social science subjects like History
b. Preference of students towards professional courses
c. Students from interior areas like Karbi Anglong, Dima Hasao and Char areas.

Future Plans: Though the department has various problems, some innovative and knowledge base plans are decided to be taken for the next five years:

a. There will be departmental seminars and periodical discussions in the department in the next coming five years
b. Departmental tests will be conducted to examine the improvement of quality of students.
c. Department will have recourse to educational tours for academic purposes to the places of historical importance.
d. Department has planned to increase the number of books and journals
e. Strategy will be applied to bring more number of students in the major courses.
f. Department has also planned to organize at least two UGC sponsored National Seminars in next five years.

Evaluative Report of the Departments

1. Name of the Department - HINDI
2. Year of Establishment - 1984
3. Name of Programmes /Courses offered - UG (Major, General)
4. Names of Interdisciplinary courses and the departments Units involves - Nil
5. Annual/semester choice based credit system – Semester system
6. Participation of the Department in the courses offered by other Departments –Nil
7. Courses in collaboration with other Universities, industries foreign institutions, etc. – Nil
8. Details of courses/Programmes Discontinued (if any) with reasons- Nil
9. Number of Teaching posts

Name of the post	Sanctioned	Filled
Professors	Nil	Nil
Associate Professor	2	Filled
Asstt. Professor	2	Filled

10. Faculty profile

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of students guided for the last 4 years
Prof. B.P. Singh	M.A	Associate Professor	Surdas	28 Years	Nil
Prof. L. Borbora	M.A, M. Phil	Associate Professor	Novel (premchand)	26 Years	Nil
Dr. M. Saikia	M.A, Ph. D	Assistant Professor	Bhakti Sahitya	5Years	Nil
Prof. U.B. Bhagat	M.A, M. Phil	Assistant Professor	Kabir	5 Years	Nil

11. List of senior visiting faculty – 1. Dr. Dilip Medhi, Senior Professor, G.U On 2008 for three times
    2. Dr. Achyut Sharma, Head of the Department, G.U on 2013 for two times
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – 20% (2012)
13. Student teacher ratio (programme wise)

Name of the course	Total no. of student	Total no. of teacher	Student- Teacher Ratio
UG (Major)	56	4	14:1
UG (General)Including HS course	106	4	27:1

14. Number of academic support staff(technical) and administrative staff ; sanctioned and filled – Nil

15. Qualification of teaching faculty with D Sc/D. Litt. /Ph. D/M. Phil/PG

Name of the faculty	Qualification
Prof. L.Borbora	M. Phil
Dr. M. Saikia	Ph. D
Prof. U.B Bhagat	M. Phil

16. Number of faculty with on going projects from a) National b) International funding agencies and grants received

Name of the faculty	Title of the project	Project's name & Funding Agency	Rs. Amount	year
Dr. M. Saikia	Asomia Aur Hindi Lok-Kahawaton Ka Sankalan Aur Hindi Me Mulyankan	UGC	1,10,000/-	2010

17. Departmental Projects funded by DST- FIST, UGC, DBT, ICSSR, etc. and Total grants received –Nil

18. Research centre/facilities recognized by the University – Nil

19. Publications

a) Book

Name of the Faculty	Name of the Book	Year of published	ISBN NO.
Dr. M. Saikia	Shishur Shreshtha Galpa	2013	978-81-923589-3-2
	Parir Sadhu	2013	978-93-82164-80-7
	Grand Maa's Tales (Edited)	2013	978-81-922675-4-8
	Srimtimala (Edited)	2012	

b) Article/ Research paper

Name of the faculty	No. of Article/ Research paper published	Journal's Name with ISSN No.	Year of Published
Prof. L. Borbora	4	'Bagprawah' (0975-5403) 'Gandian Concepts Interrogation And Exploration' (978-93-81694-49-7) 'Nutanvagdhara'(0976-092X)	2010,2011 2012 2012
Dr. M. Saikia	3	Nutan Vagdhara (0976092X) Samkalin Bhartiya Sahitya	2012, 2013

		'Shitya Bharti' (Uttar Pradesh Hindi Sansthan)	2013
Prof. U.B. Bhagat	2	Chetanar Sandhan (81-202-88653-5) Anusandhan (0975-850X)	2012 2013

20. Areas of consultancy and income generated – NIL
21. Faculty as member in
    a) National committees – NIL
    b) International committees –NIL
    c) Editorial Boards

Name of the faculty	Megazine / Journal Name	Year
Prof. L.Borbora	Nutan VagDhara	2011 onwards
Dr. M.Saikia	Mahiyashi	2010
Prof. U.B. Bhagat	College Megazine, Nowgong Girls' College	2012-13

22. Student projects
    a) Percentage of students who have done in-house projects including inter departmental /programme - NIL
    b) Percentage of students for projects in organizations outside the Institution i.e.in Research laboratories/Industry/other agencies - NIL
23. Award / Recognitions received by faculty and students -

Name of the student	Award	year
Miss Kabita Saikia	Meghnad Pal Award	2011
Miss Laxmi Singh	,,	2012
Miss Anchal Kumari Rai	,,	2013

24. List of eminent academicians and scientists / visitors to the Department -
    i) Dr. Achyut Sharmah, HOD, Gauhati University , 2013
25. Seminars/ Conferences/Workshops Organized & the Source of funding
    a) National - NIL
    b) International - NIL
26. Student Profile programme/ course wise

Name of the course	Year	Application s received	Selected	Enrolled (M/F)	Pass percentage
UG (Major)	2009-10	10	07	07 (F)	70%
	2010-11	18	11	11 (F)	61%
	2011-12	07	07	07 (F)	100%
	2012-13	30	30	30 (F)	100%
	2013-14	21	21	21 (F)	100%

ame of the course	Year	Application s received	Selected	Enrolled (M/F)	Pass percentage
UG	2010-11	19	19	(F)	89%

(MIL)	2011-12	6	6	(F)	100%
	2012-13	7	7	(F)	85%
	2013-14	10	10	(F)	Result is Awaiting

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
UG (Major)	NIL	NIL	NIL
UG (General)	96%	4%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET ,GATE, Civil services etc. - No Data
29. Student progression *(UG to PG)*

Year	Against enrolled
2010	8.33%
2011	40%
2012	57%
2013	30%

Employed

*Campus selection –NIL

* Other than campus recruitment

Year	Against % enrolled
2010	8.33%
2011	.12%

30. Details of Infrastructural facilities
    a) Library –Yes (with above 200 Books)
    b) Internet facilities for Staff & Students – Yes
    c) Class rooms with ICT facilities - No
    d) Laboratories - No
31. Number of students receiving financial assistance from college, University, government or other agencies- 3 (from College & Government)

    SC- 2 Students' poor Fund- 1
32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts -Nil
33. Teachings methods adopted to improve student learning

    Lecture method, Tutorial classes, Group discussion etc .
34. Participation in Institutional Social Responsibility (ISR) and Extension activities - Nil
35. SWOC analysis of the Department and Future plans :

    Strength :

1. Full fledge Department with four well experienced and dedicated teachers. All are regular. Which of them one Ph. D. holder and two M. Phil degree holder.
2. Sufficient Books (Text book & Reference book in the Department Library for major students.
3. Output is better than input.

Weakness :

1. Maximum students belong from the poor family.
2. Because of a non Hindi speaking state, students' Hindi capability is much poor.
3. Lacks of infrastructure like toilet facility, reference books in the College library.

Opportunity:

1. The college provides in the department computer, printer, Internet facility is also available for both teachers and students.
2. Teachers have got the opportunity to participate in seminar, workshop, refresher course etc.

Challenges:

The understanding level of the students are different due to their background , however teachers try to resolve their problems.

Future plan:

(1) To enrich departmental library.
(2) To organize state /National seminar.
(3) To seek students feedback for improvement of the teaching-learning.
(4) Introduce PG course.
(5) Departmental journal with ISSN.

Evaluative Report of the Departments

1. Name of the department: **Department of Geography**
2. Year of Establishment: **1966**
3. Names of Programmes / Courses offered: **Under Graduate (Both Major & General)**
4. Names of Interdisciplinary courses and the departments/units involved: **None**
5. Annual/ semester/choice based credit system: **Annual system upto 2011**
   Semester since 2011
6. Participation of the department in courses offered by other departments: **None**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **None**
8. Details of courses/programmes discontinued (if any) with reasons:
   The Department of Geography was the Nodal Department for the UGC supported Post Graduate Diploma in Natural Resource Management (PGDNRM) programme, established in the year 2007-08. The programme was discontinued in the 2010-11 due to lack of students.
9. Number of Teaching posts:

Teaching posts	Sanctioned	Filled
Professors	0	0
Associate Professors	3	3
Assistant Professors	3	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sri Tankeswar Bora	M.A., B.T.	Associate Professor	Cartography	31	None
Dr Roselin Jahan	M.Sc., MPhil, Ph.D	Associate Professor	Cartography	31	None
Sri Nizamuddin Ahmed	M.A., MPhl, B.Ed. LLB,	Associate Professor	Political Geography	24	None
Dr Dibyajyoti Saikia	M.A., MPhil, Ph.D	Assistant Professor	Regional Planning	15	None
Sri Smarajit Ojah	M.Sc.	Assistant Professor	GIS & Remote Sensing	04	None
Dr Nityananda Deka	M.A., MPhil, Ph.D.	Assistant Professor	Fluvial Geomorphology	02	None

. List of senior visiting faculty: **16 nos.** *(List is given as ANNEXURE I)*

12. Percentage of lectures delivered and practical classes handled by temporary faculty: **Total – 15.6%**

Temporary faculties were appointed on Three occasions

a.Against FIP leave of Dr. Dibyajyoti Saikia for 8 months in 2012

b. Resignation of Sri Gauri Sankar Narzary for 4 months in 2010

c. Resignation of Sri Jayanta Kr. Sarma for 4 months in 2009

13. Student -Teacher Ratio:

Year	Name of the Course/ Programme	Student-Teacher Ratio
2009-10	B.A. 1st Year (Major)	1.83 : 1
	B.A. 1st Year (General)	0.33 : 1
2010-11	B.A. 1st Semester (Major)	1.83 : 1
	B.A. 1st Semester (General)	1.67 : 1
2011-12	B.A. 1st & 3rd Semester (Major)	4.83 : 1
	B.A. 1st & 3rd Semester (General)	4.5 : 1
2012-13	B.A. 1st, 3rd & 5th Semester (Major)	9.66 : 1
	B.A. 1st, 3rd & 5th Semester (General)	8.67 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Sanctioned: 01, Filled: 01. (Sri Tankeswar Saikia, Bearer)**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

a. Ph.D : 03 b. MPhil : 04 c. PG : 06

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **Smarajit Ojah - 01 (UGC MRP)**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **None**

18. Research Centre /facility recognized by the University: **None**

19. Publications:

* a) Publication per faculty
    i. **Dibyajyoti Saikia: 04**
    ii. **Smarajit Ojah: 04**
    iii. **Nityananda Deka: 23**
* Number of papers published in peer reviewed journals (national / international) by faculty and students:
    i. **Dibyajyoti Saikia – National - 04**
    ii. **Nityananda Deka: International – 11, National - 03**
* Number of publications listed in International Database: **None**
* Monographs: **Nityananda Deka - 01**
* Chapter in Books:
    i. **Smarajit Ojah – 01** **Nityananda Deka: 11**
* Books Edited

i. **Smarajit Ojah – 01** **Nityananda Deka: 02**

* Books with ISBN/ISSN numbers with details of publishers: **None**

* Citation Index: **Nityananda Deka: 02**
* SNIP: **None**
* SJR: **None**
* Impact factor: **None**
* h-index: **None**

20. Areas of consultancy and income generated: **None**

21. Faculty as members in
    i. National committees: **Smarajit Ojah – 01**
    b) International Committees: **None**
    c) Editorial Boards:
    i. **Smarajit Ojah – 02**
    ii. **Nityananda Deka - 01**

22. Student projects:
    a) Percentage of students who have done in-house projects including inter departmental/programme: **100%. All the projects are part of the course curriculum and are field based studies.**
    b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies -33%. **1 (one) student (out of 3) from PGDNRM programme, Ms. Munjali Tokbipi was placed in Aaranyak, Assam as researcher in 2011. Aaranyak is a leading Scientific, Industrial Research and frontline environmental organization of India)**

23. Awards / Recognitions received by faculty and students:
    1. **Ms Munjali Tokbipi, a pass-out student of PGDNRM programme was awarded the Young Naturalist Award, 2013 by the Balipara Foundation, Assam in association with Sanctuary Asia and Aaranyak, Assam**
    2. **Ankita Balari (BA Geography Honours) received the Muktaram Gayan Merit Award in 2011 for securing the highest marks among all major subjects in Nowgong Girls' College.**
    3. **Urmi Beypi (BA Geography Honours) received the Muktaram Gayan Merit Award in 2013 for securing the highest marks among all major subjects in Nowgong Girls' College.**

24. List of eminent academicians and scientists / visitors to the department
    23 nos. (*Details given as ANNEXURE II*)

25. Seminars/ Conferences/Workshops organized & the source of funding
    Workshop on Application of GIS & GPS in Geography, an 8 days self-financed workshop organized by the Department of Geography, Nowgong Girls' College in 2011

26. Student profile programme/course wise:

Year	Name of the Course/ programme	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	

2010	BA Major	11	11		11	100%
	BA General	02	02		02	100%
2011	BA Major	12	12		11	100%
	BA General	10	10		10	100%
2012	BA Major	18	18		18	100%
	BA General	17	17		17	100%
2013	BA Major	29	29		29	-
	BA General	25	25		25	-

*M = Male *F = Female

27. Diversity of Students

Year	Name of the Course	% of students from the same state	% of students from other	% of students
2010	BA Major	100%	0	0
	BA General	100%	0	0
2011	BA Major	100%	0	0
	BA General	100%	0	0
2012	BA Major	100%	0	0
	BA General	100%	0	0
2013	BA Major	96.55%	3.45%	0
	BA General	100%	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **05 students have cleared Teacher's Eligibility Test (TET)**

29. Student progression

Student progression	Against % enrolled			
	2010	2011	2012	2013
UG to PG	37.50	14.28	42.86	36.36
UG to B.Ed	25.00	42.85	28.57	27.27
PG to M.Phil.	0	0	0	0
PG to Ph.D.	0	0	0	0

Ph.D. to Post-Doctoral	0	0	0	0
Employed	0	0	0	0
• Campus selection				
• Other than campus recruitment	62.5	71.43	42.86	15.38
Entrepreneurship/Self-employment	0	0	0	0

30. Details of Infrastructural facilities

a) Library : **01 Nos. with 263 Books**

b) Internet facilities for Staff & Students : **Yes (Wi Fi Internet)**

c) Class rooms with ICT facility : **01 (Smart Board, Computer, Internet, Printer along with GIS, Remote Sensing, Statistical software)**

d) Laboratories : **01 Nos. with facilities like toposheet, field survey equipments, GPS, weather monitoring equipment, tracing facility, log book, thematic maps etc.**

31. Number of students receiving financial assistance from college, university, government or other agencies:

2010-11		2011-12		2012-13	
SC	ST	SC	ST	SC	ST
06	-	-	17	06	-

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **20 nos.** *(Details given as ANNEXURE III)*

33. Teaching methods adopted to improve student learning:

a. Use of SMART Interactive Boards

b. Use of innovative Field based techniques for explaining the course components

c. Undertaking hands-on field based activities and field visits and report writing related to course components apart from undertaking the prescribed field visits/activities in the courses.

d. Special written assignments to improve English writing skills of students coming from Assamese or other vernacular mediums.

e. Organisation of special lectures, popular talks by inviting International, National and Local Resource Persons.

f. Display of Knowledge Charts, Photographs of Renowned Geographers, Maps etc in classrooms.

g. Use of innovative techniques such as Quizzes, Group Discussions, Debates, Newspaper discussions etc.

h. Use of audio-visual aids for showing students feature films, documentaries, video clips of relevant geographic events.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

1. Nizam Uddin Ahmed

a. President, Madhupur VDP Party, Nagaon
b. Executive Member, Madhupur Xahitya Sora, Nagaon
c. Madhupur Mazjid Development Committee Member, Nagaon

2. Smarajit Ojah
   a. Project Coordinator of Society for Socio-Economic Awareness & Environment Protection (SSEAEP), Nagaon
   b. Research Coordinator, Laokhowa Burhachapori Wildlife Conservation Society (LBCS), Nagaon
   c. Team member of the Rhino Translocation Enclosure team for undertaking Rhino Translocation to Laokhowa Burhachapori WLSs
   d. Census Team Member for Rhino and Swamp Deer Survey in Kaziranga National Park
   e. Consultant and co-author of Habitat Assessment Report of Indian Rhino Vision-2020 report of Laokhowa Burhachapori WLS Complex, Tiger Conservation Plan, Buffer Area Management Plan of Kaziranga Tiger Reserve, Eco Sensitive Zone of Laokhowa Burhachapori WLSs.
3. Nityananda Deka
   a. President, *Gaone Gaone- Concerning Village Life and Livelihood*, Kamrup Rural
   b. Secretary, Pub Kamrup College Geography Department Alumni Association, Kamrup Rural

35. SWOC analysis of the department and Future plans
Given as Annexure IV

ANNEXURE I

Details of Senior Visiting Faculty

Sl. No.	Name	Designation	Period
1	Dr T. Hayachii	Associate Professor, Dept. of Meteorology, Kyoto University, Japan	2012-13
2	Dr F. Murata	Assistant Professor, Dept. of Meteorology, Kyoto University, Japan	2012-13
3	Dr H. Asada	Assistant Professor, Dept. of Geography, Nara Women's University, Japan	2012-13
4	Dr A. K. Bora	Professor, Dept. of Geography, Gauhati University	2012
5	Dr J.C. Kalita	Professor, Dept. of Zoology, Gauhati University	2013
6	Dr A. Sharma	Professor, Dept. of Hindi, Gauhati University	2013
7	Dr D. Deka	Professor & Head, Dept. of Energy, Tezpur University	2010-11
8	Dr R. Kakati	Associate Professor, Dept. of Energy, Tezpur University	2010-11
9	Dr N. Das	Professor, Dept. of Mathematics, Gauhati University	2012
10	Dr P. K. Bora	Associate Professor, Dept. of Statistics, Nowgong College	2010

11	Dr M. Kar	Associate Professor, Dept. of Geography, Nowgong College	2010-12
12	D. Hazarika	Associate Professor, Dept. of Geography, ADP College, Nagaon	2011
13	K. Mahela	Associate Professor, Dept. of Geography, ADP College, Nagaon	2010-12
14	Dr P. Bora	Associate Professor, Dept. of Geography, Nowgong College	2012
15	N.K. Mahanta	Associate Professor, Dept. of Geography, Nowgong College	2012
16	Dr Dhruba J Saharia	Associate Professor, Dept. of Geography, Nowgong College	2010

ANNEXURE II

Eminent Academicians Scientists and Visitors

Sl. No.	Name	Designation	Period
1	Dr T. Hayachii	Associate Professor, Dept. of Meteorology, Kyoto University, Japan	2012-13
2	Dr F. Murata	Assistant Professor, Dept. of Meteorology, Kyoto University, Japan	2012-13
3	Dr H. Asada	Assistant Professor, Dept. of Geography, Nara Women's University, Japan	2012-13
4	Dr A. K. Bora	Professor, Dept. of Geography, Gauhati University	2012
5	Dr J.C. Kalita	Professor, Dept. of Zoology, Gauhati University	2013
6	Dr A. Sharma	Professor, Dept. of Hindi, Gauhati University	2013
7	Dr D. Deka	Professor & Head, Dept. of Energy, Tezpur University	2010-11
8	Dr R. Kakati	Associate Professor, Dept. of Energy, Tezpur University	2010-11
9	Dr N. Das	Professor, Dept. of Mathematics, Gauhati University	2012
11	Dr M. Kar	Associate Professor, Dept. of Geography, Nowgong College	2010-12
12	Dr C Muthukumaravel	DFO, Nagaon Wildlife Division	2010
13	Dr P Sivakumar	DFO, Nagaon Wildlife Division	2013
14	S. Ojah	Retd. Principal i/c, ADP College, Nagaon	2013
15	R.Phukan	Secretary, Green Guard, Nagaon	2013
16	D. Saikia	Researcher, Aaranyak, Assam	2011
17	Dr Mrinal K. Choudhury	Director, Assam Energy Development Agency, Guwahati	2010
18	Dr BibhashSarma	Associate Professor, Deptt of Civil Engineering, Assam Engineering College, Guwahati	2010

19	**Sri Muktaram Deka**	Project Coordinator, District Disaster Management Cell, Nagaon	2010
20	**Dr Joydeep Baruah**	Assistant Professor, Omeo Kr Das institute of Social Change and Development, Hengerabari, Guwahati	2010
21	**Sri Arindam Talukdar**	Assistant Professor, Dept of History, Bajali College	2010
22	**Sri Ajoy Kr Das**	Senior Advocate, Gauhati High Court	2010
23	**Ms Mema Singha**	Project Coordinator, UNICEF , Guwahati	2010

ANNEXURE III

Student Enrichment Programmes

Sl. No.	Programme	Resource Person	Year
1	**Japan, Japanese Society & Women Education System**	**Dr H. Asada,** Assistant Professor, Dept. of Geography, Nara Women's University, Japan	2013
2	**The Mechanism of Weather and Climatic Phenomena of South East Asia**	**Dr T. Hayachii,** Associate Professor, Dept. of Meteorology, Kyoto University, Japan	2013
3	**Higher Education System and Employability in Today's Context**	**Dr J.C. Kalita,** Professor, Dept. of Zoology, Gauhati University & **Dr A. Sharma,** Professor, Dept. of Hindi, Gauhati University	2013
4	**Japan in the Global Context**	**Dr H. Asada, Post-doctoral fellow, Tokyo Metropolitan University,** Japan	2012
5	**Participatory Conservation of Forest Resources with special reference to Nagaon**	**Sri P. Sivakumar IFS, DFO, Nagaon Wildlife Division**	2012
6	**GIS & Remote Sensing in Geography**	**Dr A. K. Bora,** Former Head & Professor, Dept. of Geography, Gauhati University	2011
7	**Fundamentals of GIS & Remote Sensing**	**Dr Rubul Hazarika,** Assistant Professor, Dept. of Geography, B. Borooah College, Guwahati	2011
8	**Energy Conservation**	**Dr. D. Deka,** Professor & Head, Dept. of Energy, Tezpur University	2010
9	**Sources and Utility of Non-Conventional Energy Sources**	**Dr. R. Kakati,** Associate Professor, Dept. of Energy, Tezpur University	2010
11	**Disaster Management**	**Dr. M. Kar,** Former Head & Associate Professor, Dept. of Geography,	2010

		Nowgong College	
12	**Forest & Wildlife Conservation with special reference to Nagaon**	**Dr. C. Muthukumaravel,** IFS, DFO, Nagaon Wildlife Division	2010
13	**Identification of Trees, Plants, Herbs & Shrubs in and around the Dept. of Geography, Nowgong Girls' College and preparation of Herbarium**	**Sri D. Saikia,** Researcher, Aaranyak, Assam	2010
14	**Participatory Rural Appraisal & Extension Education**	**Dr Mrinal K. Choudhury,** Director, Assam Energy Development Agency, Guwahati	2010
15	**Watershed Planning and Management**	**Dr Bibhash Sharma,** Associate Professor, Deptt of Civil Engineering, Assam Engineering College, Guwahati	2010
16	**Disaster Management**	**Sri Muktaram Deka,** Project Coordinator, District Disaster Management Cell, Nagaon	2010
17	**SPSS and Use of statistics in Natural Resource Management**	**Dr Joydeep Baruah,** Assistant Professor, Omeo Kr Das institute of Social Change and Development, Hengerabari, Guwahati	2010
18	**Eco Tourism Initiatives in Assam**	**Sri Arindam Talukdar,** Associate Professor, Dept of History, Bajali College	2010
19	**Environmental Impact Assessment**	**Sri Ajoy Das,** Senior Advocate, Gauhati High Court	2010
20	**Participatory Rural Appraisal**	**Ms Memma Singha,** Project Coordinator, UNICEF , Guwahati	2010

ANNEXURE IV - SWOC Analysis

STRENGTH:

- **Infrastructure:**
  - Provision for departmental Practical laboratory
  - Equipments like LCD Projectors, Screens, Smart Board etc
- **Learning Resources:**
  - Coordination with a number of International, National and Local level Resource Persons

- Departmental Library with more than 250 text books, 11 journals, 42 references, etc.
- Learning tools such as Knowledge Charts, Photographs of renowned Geographers, Great Quotes, Thematic Maps, Atlases ,Skeleton Globe, Tracing Tables, Soil testing Equipment, Binocular, Camera, Compasses, Thermohygrometer, Barometer, Thermometer, Rain Gauge (installed under a collaborative research programme with Kyoto University, Japan), Theodolite, Dumpy level. Plane Table, Prismatic Compasses, Ranging Rods, Planimeter, Rotameter, Toposheets, Satellite imagery, GPS, GIS and Remote Sensing and Statistical Software, Survey tools, LCD Seminar facility

- **Faculty Strength:**
  - Adequate staff strength
  - Well experienced and highly qualified faculty
  - Engagement in research and documentation work
  - Linkages and coordination with international and national level counterparts
- **Teaching Learning & Evaluation**
  - Emphasis on planned teaching with continuous monitoring and evaluation
  - Use of innovative Field based techniques for explaining the course components
  - Providing printed and photocopied study and reference reading materials to students
  - Organisation of special lectures, popular talks by inviting International, National and Local Resource Persons.
  - Use of innovative techniques such as Quizzes, Group Discussions, Debates, Newspaper discussions etc.
  - Use of audio-visual aids for showing students feature films, documentaries, video clips of relevant geographic events.
  - Undertaking hands-on field based activities and field visits and report writing related to course components apart from undertaking the prescribed field visits/activities in the courses.
  - Special written assignments to improve English writing skills of students coming from Assamese or other vernacular mediums.
  - Encourage students to establish links and interact with visiting international and national visiting faculties for advice and information on course curriculum as well as on future study and career opportunities.
- **Relationship with Students**
  - Easy access of faculty members during non-teaching hours via phone and email.
  - Emphasis on establishing an open and friendly environment to enable students to interact with faculty members
  - Appointment of class coordinators & councillors
  - Conduct of regular student-teacher-guardian discussions
  - Maintenance of regular departmental alumni record
  - Organising of departmental freshers and farewell functions
  - Organisation and celebration of events like Teachers' Day, World Environment Day, Wildlife Week etc.
  - Students are encouraged to undertake gardening and departmental upkeep
- **Extension Activities**

- Conduct of regular popular talks in schools and junior colleges to popularise Geography among the school and Higher Secondary colleges
- Involvement of faculties in various committees, associations and organisations
- Involvement of faculty members in welfare programmes in local State Home and Orphanage
- Preparation of maps and other relevant materials by the students and faculty members for the local district administration

- **Teachers' Academic Initiatives:**
  - To popularised Geography as a curriculum subject choice among school and Higher secondary students
  - Encouraging students to undertake certificate courses in different courses
  - Conduct of counselling, seminars, extra classes for students
  - Involvement of faculty members in various academic committees at international, national and local level
  - Participation of faculty members in various national and international seminars, workshops and academic courses
  - Conduct of research and documentation work by faculty members on issues related to significant social and environmental issues

- Contributing articles, research papers in books and journals of international and national repute.

WEAKNESS:

- **Infrastructure:**
  - Poor electricity connection, supply and back-up
  - Limited classroom and limited space in the department
  - Lack of individual faculty Cabin, Poor Canteen, Poor furniture
  - Lack of separate practical rooms
  - Lack of practical infrastructure
  - Unhygienic toilet
  - Poor quality approach road
- **Learning Resources:**
  - Lack of connectivity with the National Knowledge Network and E-journals
  - Absence of Computers, internet, journals, Inadequate teaching &learning tools and practical equipments, insufficient number of Computers and room for setting up a GIS, RS & Statistical Laboratory
  - Lack of latest Books, Journals and reading materials to cover the topics in the new semester syllabus
- **Teaching Learning & Evaluation**
  - Lack of separate provision for practical classes in routine
  - Requirement of modern learning equipment such as computers, GIS, RS and Statistical software and other modern survey equipment
- **Relationship with Students:**
  - Inadequate interactive zeal among some of the students
- **Extension Service:**
  - Constraints of time and leave facilities to undertake extension activities

- **Student Intake:**
  - Extremely limited catchment area for female students
  - Financial constraints of students handicap them from accessing learning sources like internet and other hardcopy reading materials

OPPORTUNITIES:Infrastructure:

  - Adequate space to undertake modernisation and expansion of departmental infrastructure
  - Potential funding sources through Major and Minor Research Projects
  - Development of departmental infrastructure will attract more students
- **Learning Facilities:**
  - Adequate scope for providing resources with proper financial planning
  - Potential to enhance equipments and learning materials to the existing departmental facilities through undertaking Major and Minor Research Projects by faculty members.
  - Possibility of undertaking Joint Research Projects with international and national
- **Faculty Position:**
  - Opportunity for staff to update their qualification and knowledge base through undertaking research and documentation work
- **Teaching, Learning & Evaluation:**
  - Incorporation of new and innovative TLM as and when available
- **Relationship with Students:**
  - Encouragement among students for opening up through developing personal relationships
  - Understand constraints of students in accessing TLM and address the shortfall through collective and individual means and ways.
- **Extension Service:**
  - Plans for taking up talks on popularisation of Geography as a subject in Schools
- **Teachers' Academic Initiative:**
  - Scope for acquisition departmental library books and teaching materials through grants and major and minor research projects
  - Involvement of teachers in research activities

Challenges:

- Lack of basic knowledge among the students since Geography as a subject is neither a compulsory subject nor a optional one in the school level.
- Challenge to popularise the subject among school students
- Learning environment becomes a challenge due to lack of adequate infrastructure
- Limited learning resources create hurdles in class transactions

Evaluative Report of the Departments of Mathematics

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the Department : **Mathematics**
2. Year of Establishment-01-08-1976
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Statistics and Economics**
5. Annual/ semester/choice based credit system (programme wise): **Semester since 2011, Annual up to 2012**
6. Participation of the department in the courses offered by other departments: **Discussion with the Members of the Departments like Statistics, Economics and Education in matters related to topics having Mathematics.**
   Also Department of Mathematics is the Nodal Department of Environmental Studies
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	02	02
Asst. Professors	Nil	Nil

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Rajen Debnath	M.Sc.	Associate Professor	Relativity	28	Nil
Dibyajyoti Mahanta	M.Sc.	Associate Professor & Head	Relativity	25	Nil

11. List of senior visiting faculty : **02**
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : **Nil**
13. Student -Teacher Ratio (programme wise)

Year	BA Ist year	BA 2nd year	BA 3rd year	BA 1st Semester	BA 2nd Semester	BA 3rd Semester	BA 4th Semester	BA 5th Semester

2010	Nil	Nil	Nil	N/A	N/A	N/A	N//A	N/A
2011	N/A	N/A	N/A	1:1				
2012					1:1	1:1		
2013				2:1			1:1	1:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Nil**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. – **PG-2**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Activity Manual Development for VIPNET Club, Vigyan Prasar, DST, New Delhi

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received--- **Nil**
18. Research Centre /facility recognized by the University----**Nil**
19. Publications:

a) Publication per faculty-

Number of papers published in peer reviewed journals (national /international) by faculty and students- 02 (01 International)

□ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

□Monographs- Nil

□Chapter in Books- 38

□Books Edited- 02

□ Books with ISBN/ISSN numbers with details of publishers- 01

□Citation Index- Nil

□SNIP- Nil

□SJR - Nil

□Impact factor- Nil

□h-index- Nil

20. Areas of consultancy and income generated- Mathematics Education (Honorary)

21. Faculty as members in a)National committees b) International Committees c) Editoria Board

A) Mr Rajen Debnath: i) Member Assam Sahitya Sabha

ii) Member ACTA

B) Mr Dibyajyoti Mahanta

National-

i) Council for Teacher Education (CTE)

ii) Assam Academy of Mathematics (AAM)

iii) Sankar Mission

International-

i) CCEAM (Commonwealth Council for Educational and Administrative Management)

ii) INSPIRE (InternationalSociety for Promotion of Information,Research andEducation)

iii) Member Editorial Board _ Journal- Space and Culture

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme --- **Nil**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **Nil**

23. Awards / Recognitions received by faculty and students Nil

24. List of eminent academicians and scientists / visitors to the department

i) Dr N R Das, Professor of Mathematics , Gauhati University
ii) DR T K Dutta, Professor of Mathematics , Gauhati University
iii) Dr B C Kalita, Professor of Mathematics , Gauhati University
iv) Dr J C Kalita, Professor of Zoology , Gauhati University
v) Dr Tazid Ali, Dibrugarh University

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

i) Workshop for Teachers and students in Mathematics and Science on 28 &29 Oct 2011 (Self financed)

ii)) Workshop for Teachers and students in Mathematics and Science on 9 April 2012

b) International----

Nil

26. Student profile programme/course wise:

Year	Name of Course/programme (refer question	Applications received	Selected	Enrolled		Pass percentage
				* M	*F	
2010	UG	Nil	Nil		0	N/A
2011	UG	01	01		01	100%
2012	UG	01	01		01	100%
2013	UG	05	05		05	N/A

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	nil	nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? 01 (NET)

29. Student progression

Student progression	Against % enrolled
UG to PG	Nil
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	nil
Employed • Campus selection • Other than campus recruitment	15%
Entrepreneurship/Self-employment	10%

30. Details of Infrastructural facilities a) Library -Yes, with books more than 100

b) Internet facilities for Staff & Students -------Yes

c) Class rooms with ICT facility _ Yes

d) Laboratories----Nil

31. Number of students receiving financial assistance from college, university, government or other agencies-----01

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

33. Teaching methods adopted to improve student learning--- Home assignment, Tutor-ward and ICT

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

35. SWOC analysis of the department and Future plans

Strength

1. Qualified and experienced teachers
2) Separate Department with ICT facility
3). Congenial relationship among teachers and students
4) A computer with printer and internet facilities for teachers and students

Weakness

1. Less enrolment of students
2. Students coming initially to take the subject are found to be very weak in basic mathematics

3. College has no science stream

opportunity

1. Inter-disciplinary scope of the subject, specially with Statistics, Economics and Education
2. Numerical ability can be increased through the subject
3. Students studying mathematics have better chances of being employed in teaching professions

Challenge

1. Survival of the Department for enrolment
2. To make mathematics popular among students specially among the girls.

Future Plan

1.Programme for popularizing Mathematics for secondary schools

2. National Seminar with the help of the Statistics and Economics Department

3. Training for TET, Bank and other services for selection examinations

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

Name of the department : Philosophy

1. Year of Establishment : 1962
2. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG
3. Names of Interdisciplinary courses and the departments/units involved: NIL
4. Annual/ semester/choice based credit system (programme wise) : Annual upto 2012, Semester started from 2011
5. Participation of the department in the courses offered by other departments: NIL
6. Courses in collaboration with other universities, industries, foreign institutions, etc. :NIL
7. Details of courses/programmes discontinued (if any) with reasons :NIL
8. Number of Teaching posts: 4 (Four).

	sanctioned	Filled
Professors	NIL	NIL
Associate Professors	02	02
Asst. Professors	02	02

9. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Gautam Kr. Goswami	M.A.	Associate Professor	Logic	31 Years	N IL
Dr Gayatri Devi	M.A., B.T., PhD.	Associate Professor	Indian Philosophy	30 Years	NIL
Dr Sansita Bora	M.A., PhD	Asst. Professor	Logic	13 Years	NIL
Dr Namita	M.A., B.Ed., PhD	Asst. Professor	Philosophy of	08 Years	NIL

Kalita			Religion, Wittgenstein, Applied Ethics.		

10. List of senior visiting faculty: NIL
11. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :

Name of the faculty	Teaching Period	Remark
1) Minakshi Goswami	01/11/08 to 04/12/08	
2) Mouchumi Bhattacharya	12/05/10 to 29/12/11	
3) Priyanka Sharma	17/08/13 to 31/08/13	

12. Student -Teacher Ratio (programme wise):

a) Year 2008-2009:

Class	Total Student	Student-teacher Ratio	Remarks
T.D.C.-I (Major+ General)	11+57	3:1/14:1	
T.D.C.-II (Major+ General)	04+33	1:1/8:1	
T.D.C.-III (Major+ General)	06+15	2:1/4:1	

b) Year 2009-2010:

Class	Total Student	Student-teacher Ratio	Remarks
T.D.C.-I (Major+ General)	04+19	1:1/5:1	
T.D.C.-II (Major+ General)	04+26	1:1/7:1	

T.D.C.-III (Major+ General)	04+14	1:1/4:1	

c) Year 2010-2011:

Class	Total Student	Student-teacher Ratio	Remarks
T.D.C.-I (Major+ General)	07+46	2:1/12:1	
T.D.C.-II (Major+ General)	03+21	1:1/5:1	
T.D.C.-III (Major+ General)	02+17	1:1/4:1	

d) Year 2011-2012:

Class	Total Student	Student-teacher Ratio	Remarks
T.D.C.-I (Major+ General)	Nil	Nil	
T.D.C.-II (Major+ General)	06+17	1:1/4:1	
T.D.C.-III (Major+ General)	03+17	1:1/4:1	

e) Year 2012-2013

Class	Total Student	Student-teacher Ratio	Remarks
T.D.C.-I (Major+ General)	Nil	Nil	
T.D.C.-II (Major+ General)	Nil	Nil	
T.D.C.-III (Major+ General)	06+08	2:1/2:1	

f) Semester-I, 2011 (July-December)

Class	Total Student	Student-teacher Ratio	Remarks
Sem I (Major + General)	06+44	2:1/11:1	

g) Semester-II, 2012 (January-June)

Class	Total Student	Student-teacher Ratio	Remarks
Sem II (Major + General)	06+44	2:1/11:1	

h) Semester-I & Semester-III, 2012 (July –December)

Class	Total Student	Student-teacher Ratio	Remarks
Sem I (Major + General)	37+48	9:1/12:1	
Sem III (Major + General)	06+37	2:1/9:1	

i) Semester-II & Semester-IV, 2013 (January-June)

Class	Total Student	Student-teacher Ratio	Remarks
Sem II (Major + General)	34+42	9:1/11:1	
Sem IV (Major + General)	06+36	2:1/9:1	

j) Semester-I, Semester-III, Semester-V , 2013 (July-December)

Class	Total Students	Student Teacher ratio	Remarks
Sem I (Major + General)	18+83	5:1/21:1	

Sem III (Major + General)	27+33	7:1/8:1	
Sem V (Major + General	06+18	2:1/5:1	

13. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL

14. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

DSc	D.Litt	Ph. D.	M. Phil	PG
-	-	03	00	04

15. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Name of the faculty	Title of the Project	Funding Agency/Fund/Year
Dr Namita Kalita	Euthanasia: A General and A Special Case Study In The Nagaon District of Assam With Special Reference to Moral Dilemmas and Religious Dilemmas	UGC/Rs 83,000/-/Year 2010
Dr Namita Kalita	Ethnic Philosophies in Non Literate Traditions in Karbis and Tiwas of Nagaon District in Assam	ICPR Sponsored and Administered by IITG/ Co-director (Honourly)/Year 2012

16. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

17. Research Centre /facility recognized by the University: NIL

18. Publications:

    * a) Publication per faculty :

Name of the Faculty	No of Publication
Prof. Gautam Kr Goswami	01
Dr Gayatri Devi	04
Dr Sanchita Bora	07
Dr Namita Kalita	11

* Number of papers published in peer reviewed journals (national / international) by faculty and students: NIL
* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): NIL
* Monographs: NIL
* Chapter in Books:

Name of the faculty	No of Chapters	Year
Dr Namita Kalita	Four chapters in the 3rd year Text Book of KKHSOU (Philosophy of Religion)	2010

* Books Edited: NIL
* Books with ISBN/ISSN numbers with details of publishers: NIL
* Citation Index :NIL
* SNIP: NIL
* SJR: NIL
* Impact factor :NIL
* h-index : NIL

19. Areas of consultancy and income generated:

Name of the Faculty	Duration	Income
Dr Namita Kalita	Guest Consultant for Spot Verivication of field NGO for Mother Programme under NHRM Programme	Rs 800/-

	for 4 days from 4th to 7th jan'2008.	

20. Faculty as members in :

a) National committees:

i) Dr Sanchita Bora: Life Member, Indian Philosophical Quarterly, University of Pune.

ii) Dr Namita Kalita: Life Member, Indian Philosophical Quarterly, University of Pune.

b) International Committees :

i) Dr Sanchita Bora: Life Member, International Society for Philosophers, UK.

ii) Dr Namita Kalita: a) Member of Online Discussion Sartreyahoo Groups and discussed on Existentialism (Joined in 2009)

b) Life Member, International Society for Philosophers, UK. Joined in 09/09/11.

c) Editorial Boards: NIL

21. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : 06

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: 01

22. Awards/ Recognitions received by faculty and students:

i) " Sahitya Ratna" (National) Awarded on Friday 26th April, 2013 to Dr Namita Kalita.

ii) "Sahitya Prerona Bota'2013" by "North East Uttor Purbanchal Niyog Songvad Awarded on 16/07/13 at Guwahati Press Club to Dr Namita Kalita

23. List of eminent academicians and scientists/ visitors to the department:

i) Prof Gunadhar Gogoi

ii) Prof Manabendra Nag

iii) Prof Benu Goswami

iv) Dr Mrinal Miri

v) Dr Archana Barua

24. Seminars/ Conferences/Workshops organized & the source of funding

a) National : NIL

b) International: NIL

25. Student profile programme/course wise:

Year 2008-2009

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
T.D.C.-I (M+G)	15+57	11+57	11+33	45.4%/31.5%
T.D.C-II (M+G)	04+33	04+33	04+33	100%/75.7%
T.D.C.-III (M+G)	06+15	06+15	06+15	50%/86.6%

F=Female

Year 2009-2010

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
T.D.C.-I (M+G)	08+19	04+19	04+19	75%/73.6
T.D.C-II (M+G)	04+26	04+26	04+26	50%/76.9%
T.D.C.-III (M+G)	06+14	06+14	06+14	83.3%/78.57%

F=Female

Year 2010-2011

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
T.D.C.-I (M+G)	13+46	07+46	07+46	57%/39%
T.D.C-II (M+G)	03+21	03+21	03+21	100%/42%
T.D.C.-III (M+G)	02+17	02+17	02+17	100%/59%

F=Female

Year 2011-2012

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
T.D.C.-I (M+G)	Nil	Nil	Nil	Nil
T.D.C-II (M+G)	05+17	05+17	05+17	100%/88.24%
T.D.C.-III (M+G)	03+10	03+10	03+10	100%/90%

F=Female

Year 2012-2013

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
T.D.C.-I (M+G)	Nil	Nil	Nil	Nil
T.D.C-II (M+G)	Nil	Nil	Nil	Nil
T.D.C.-III (M+G)	06+08	06+08	06+08	66.7%/100%

F=Female

Semester-I (Enrolled in July-December, 2011) :

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
UG Sem I (Major+General)	08+42	06+42	06+21	100%/81.25

Semester-II (January-June, 2012):

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
UG Sem I I (Major+General)	06+42	06+42	06+42	100%/

Semester-I & III (July-December, 2012):

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
UG Sem I(Major+General)	40+48	37+48	37+48	
UG Sem III(Major+General)	06+37	06+37	06+37	100%/

Semester-II & IV (Januuary-June, 2013):

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
UG Sem II Major+General)	32+43	32+43	32+43	100%/
UG Sem IV(Major+General)	06+37	06+37	06+37	100%/94.6%

Semester-I, III & V, July-December '2013

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass percentage
UG Sem I Major	25	18	18	
UG Sem I General	83	83	83	
UG Sem III Major	27	27	27	
UG Sem III General	33	33	33	
UG Sem V Major	06	06	06	
UG Sem V General	18	18	18	

F=Female

26. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG Sem I Major	100%	Nil	Nil
UG Sem I General	100%	Nil	Nil
UG Sem III Major	100%	Nil	Nil
UG Sem III General	100%	Nil	Nil
UG Sem V Major	100%	Nil	Nil
UG Sem V General	100%	Nil	Nil

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? ACS (Assam Civil Service):

i) Minakshi Goswami-SLET-2012 ,ACS-2013

28. Student progression

Student progression	Against % enrolled
UG to PG	87
PG to M.Phil.	00
PG to Ph.D.	01
Ph.D. to Post-Doctoral	00
Employed • Campus selection • Other than campus recruitment	75
Entrepreneurship/Self-employment	12

29. Details of Infrastructural facilities

a) Library: 250 Books

b) Internet facilities for Staff & Students: A computer set with internet facility, a printer

c) Class rooms with ICT facility: Major class room has ICT facility.

d) Laboratories: NIL

31. Number of students receiving financial assistance from college, university, government or other agencies: 10 got financial assistance from college.

32 Details on student enrichment programme (special lectures / workshops / seminar) with external experts:

i) Basic course On Art of Living

ii) Visit Raja-yoga centre (Brahmakumaries) for memory enhancement

33 Teaching methods adopted to improve student learning: Phenomenological Method, Altruistic Method, Group Discussion, Home Assignment, Remedial Method, Tutor Word, In-house Seminar.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

i) Visited many home of passed out students and helped them to come forward to their higher studies.

ii) Remedial Classes

iii) Personal Counseling

iv) Visit "State home" to celebrate some festivals (Bihu, Puja, Childrens' day etc.)Adopted a Village (Itapara village, Nagaon) as an extension activity as a member of IQAC in 2009-10 by Dr Namita Kalita

v) Spot Verivication of field NGO for Mother Programme under NHRM Programme for 4 days from 4th to 7th jan'2008 by Namita Kalita

35. SWOC analysis of the department and Future plans.

S	W	O	C
i) Dept was established in 1962 with	Students have Less command in spoken	Relevant to practical life.	How to introduce Semester

	both major and general courses.	English.		systems is a question mark for us.
ii)	Deptt. is well equipped with four faculties.	Text book and reference books are not available	Philosophy can be a mother subject to give an interdisciplinary outlook	Grading system is not fully understood by students.
iii)	Well maintai ned library	Applicant of major is less.	After graduation they can go for any competitive exams.	There is an urgency to deconstruct some thoughts to make it a popular subject.
Departmental Seminars, Group – discussions which enrich student's life.		Student-teacher ratio is less.		
iv)	Two Daily News papers for students.	Major course syllabus is not satisfactory.		
v)	Tutorial Word			

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department : *Political Science*
2. Year of Establishment : *1962*
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.):
   - *UG Major*
   - *UG General*
   - *Foundation Course on Human Rights Education*
4. Names of Interdisciplinary courses and the departments/units involved:
   - *Foundation Course on Human Rights Education*

   Political Science is the nodal department. Faculties from departments of Education and Economics are involved as guest faculty.
5. Annual/ semester/choice based credit system (programme wise) : *Annual (till Session 2012-13), Semester (since Session 2011-12)*
6. Participation of the department in the courses offered by other departments: *NA*
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: *UGC sponsored Foundation Course on Human Rights Education*
8. Details of courses/programmes discontinued (if any) with reasons: *Does not arise*
9. Number of Teaching posts: 4 (Four).

Category	Sanctioned	Filled up
Professors	-	-
Associate Professors	-	-
Asst. Professors	04	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided
Ranjana Borah	MA, M Phil	Asst. Professor(Sr.)	Sociology	16 years	-
Rosy Deka	MA	Asst. Professor(Sr.)	Public Administration	16 years	-

Ranjit Barua	MA, M Phil	Asst. Professor	Sociology	12 years	-
Sankar Jyoti Bora	MA (enrolled for PhD programme under Dibrugarh University)	Asst. Professor	Public Administration	11 years	-

11. List of senior visiting faculty: *Nil*

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : *Does not arise*

13. Student -Teacher Ratio (programme wise):

Class	Total Student	Student-teacher Ratio	Remarks
BA 1st Year (Major)	5	1.25:1	Session 2009-10
BA 1st Year (General)	254	63.5:1	
BA 2nd Year (Major)	8	2:1	
BA 2nd Year (General)	179	44.8:1	
BA 3rd Year (Major)	13	4.25:1	
BA 3rd Year (General)	106	26.5:1	
BA 1st Year (Major)	7	1.8:1	Session 2010-11
BA 1st Year (General)	264	66:1	
BA 2nd Year (Major)	3	.8:1	
BA 2nd Year (General)	205	51.2:1	
BA 3rd Year (Major)	9	2.2:1	
BA 3rd Year (General)	84	21:1	
Semester I (Major)	32	8:1	Session 2011-12
Semester I (General)	348	87:1	
BA 2nd Year (Major)	4	1:1	
BA 2nd Year (General)	201	50.2:1	
BA 3rd Year (Major)	3	.8:1	
BA 3rd Year (General)	105	26.2:1	
Semester I (Major)	33	8.2:1	Session 2012-13
Semester I (General)	277	69.2:1	
Semester III (Major)	30	7.5:1	
Semester III (General)	276	69:1	
BA 3rd Year (Major)	4	1:1	
BA 3rd Year (General)	103	25.8:1	

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: *Nil*

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

PG: *Rosy Deka, Sankar Jyoti Bora*

M Phil: *Ranjana Borah, Ranjit Barua*

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: *1, Minor Research Project*

Name	Title of project	Funding Agency	Amount
Ranjit Barua	*Sixth Schedule for Plain Tribes: A Critical Analysis of Bodoland Territorial Council*	UGC	Rs. 1,28,749/-

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Name	Title of project	Funding Agency	Amount	Period
Ranjit Barua	*A Critical Analysis of Armed Forces Special Powers Act from Human Rights Perspective*	UGC	Rs. 1,25,000/-	2009-2010
Ranjana Borah	*Political Participation of Women in PRIs: A Case Study of Kaliabor Sub-Division*	UGC	Rs. 1,45,000/-	2011-2012

18. Research Centre /facility recognized by the University: *Nil*

19. Publications:

* a) Publication per faculty :

Number of papers published in peer reviewed journals (national / international) by faculty and students: *Nil*

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): *Nil*

Monographs: *Nil*

Chapter in Books:

- *Ranjana Borah*: 3
- *Rosy Deka*: 3

- *Ranjit Barua*: 4
- *Sankar Jyoti Bora*: 1

Books Edited: *Ranjit Barua*- 1

Books with ISBN/ISSN numbers with details of publishers: 1

Title	Publisher	ISBN
Understanding Conflict Situation in North East India for National Integration	*Krantikal Prakashan* (on behalf of Department of Political Science, Nowgong Girls' College)	978-93-81694-07-7

Citation Index: *NA*

SNIP: *NA*

SJR: *NA*

Impact factor: *NA*

h-index: *NA*

20. Areas of consultancy and income generated: *Nil*
21. Faculty as members in

    a) National committees:

    - *Ranjit Barua* – Life member, Indian Political Science Association

    b) International Committees: *Nil*

    c) Editorial Boards:

    - *Ranjana Borah* – 1
    - *Rosy Deka* – 1
    - *Ranjit Barua* – 1
    - *Sankar Jyoti Bora* - 1

22. Student projects

    a) Percentage of students who have done in-house projects including inter departmental programme:
    46% of students with Major

    b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: *Nil*

23. Awards/ Recognitions received by faculty and students:

    Students (with Major): # *NCC 'C' certificate- 4*
    # *District level volleyball- 1*
    # *Best Student Award of the college- 1 (Session 2012-13)*

Merit Awards received from college – 7

Awards for co-curricular activities- 23

24. List of eminent academicians and scientists/ visitors to the department:

- *Prof. Sandhya Goswami,* Professor, Political Science, Gauhati University
- *Dr Mohan Kr. Parsain,* Parliamentary Interpreter, Parliament of India, New Delhi
- *Prof. Anuradha Dutta,* Professor, Peace Studies, OKD Institute of Social Change & Development
- *Prof. Abu Nasar Saied Ahmed,* Visiting Faculty, School of Social Sciences and Humanities, IIT Guwahati
- *Prof. Chandan Sharma,* Professor, Sociology, Tezpur University
- *Dr Nani Gopal Mahanta,* Associate Professor, Political Science, Gauhati University
- *Dr Santanu Chakravorty,* Associate Professor, Political Science, Cotton College
- *Prof. Monirul Hussain,* Dean, Faculty of Arts, Gauhati University

25. Seminars/ Conferences/Workshops organized & the source of funding:

a) National : 2

	Name of the Seminar/ Conference/ Workshop	Funding Agency	Coordinator	Amount Sanctioned	Date
1	National Seminar on *'Conflict Situation in North east India for National Integration'*	UGC	Ranjit Barua	Rs. 1,10,000/-	31/1/2011-1/2/2011
2	National Seminar on *'Internal Displacement in North East India'*	UGC	Ranjit Barua	Rs. 1,30,000/-	22/3/2012

b) International: *Nil*

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *F	Pass %	Remarks
BA 1st Year (Major)	9	9	5	75	Session 2009-10
BA 1st Year (General)	254	254	254	42.4	
BA 2nd Year (Major)	8	8	8	100	
BA 2nd Year (General)	179	179	179	47.4	
BA 3rd Year (Major)	13	13	13	81.8	

BA 3rd Year (General)	106	106	106	52.4	
BA 1st Year (Major)	11	11	7	60	Session 2010-11
BA 1st Year (General)	264	264	264	37.6	
BA 2nd Year (Major)	3	3	3	100	
BA 2nd Year (General)	205	205	205	51	
BA 3rd Year (Major)	9	9	9	75	
BA 3rd Year (General)	84	84	84	66	
Semester I (Major)	43	35	32		Session 2011-12
Semester I (General)	348	348	348		
BA 2nd Year (Major)	4	4	4	100	
BA 2nd Year (General)	201	201	201	61	
BA 3rd Year (Major)	3	3	3	50	
BA 3rd Year (General)	105	105	105	52	
Semester I (Major)	47	35	33	93.1	Session 2012-13
Semester I (General)	277	277	277	87.3	
Semester III (Major)	30	30	30	100	
Semester III (General)	279	279	279	67.4	
BA 3rd Year (Major)	4	4	4	100	
BA 3rd Year (General)	103	103	103	47.3	

F=Female

27. Diversity of Students

Name of the Course	% of students from same state	% of students from other States	% from abroad	Remarks
BA 1st Year (Major)	100	0	0	Session 2009-10
BA 1st Year (General)	100	0	0	
BA 2nd Year (Major)	100	0	0	
BA 2nd Year (General)	100	0	0	
BA 3rd Year (Major)	100	0	0	
BA 3rd Year (General)	100	0	0	
BA 1st Year (Major)	100	0	0	Session 2010-11
BA 1st Year (General)	100	0	0	
BA 2nd Year (Major)	100	0	0	
BA 2nd Year (General)	100	0	0	
BA 3rd Year (Major)	100	0	0	
BA 3rd Year (General)	100	0	0	
Semester I (Major)	100	0	0	Session 2011-12
Semester I (General)	100	0	0	
BA 2nd Year (Major)	100	0	0	
BA 2nd Year (General)	100	0	0	
BA 3rd Year (Major)	100	0	0	
BA 3rd Year (General)	100	0	0	

Semester I (Major)	100	0	0	Session 2012-13
Semester I (General)	100	0	0	
Semester III (Major)	100	0	0	
Semester III (General)	100	0	0	
BA 3rd Year (Major)	100	0	0	
BA 3rd Year (General)	100	0	0	

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :

1, *State Civil Service*
4, *Teacher's Eligibility Test*

29. Student progression:

Student progression	2009-10	2010-11	2011-12	2012-13
UG to PG	44%	55%	33%	75%
PG to M.Phil.	-	-	-	-
PG to Ph.D.	-	-	-	-
Ph.D. to Post-Doctoral	-	-	-	-
Employed				
• Campus selection	0%	0%	0%	0%
• Other than campus recruitment	33%	44%	33%	50%
Entrepreneurship/Self-employment	NA			

30. Details of Infrastructural facilities

a) Library: *237 books, 1 journal 'Third Concept' subscribed in departmental library*
208 books under Human Rights Education separately

b) Internet facilities for Staff & Students: *Internet facility is available in the Department*

c) Class rooms with ICT facility: *Major class room has ICT facility.*
Smart Board is installed.

d) Laboratories: *Does not arise*

31. Number of students receiving financial assistance from college, university, government or other agencies:

Session	2009-10	2010-11	2011-12	2012-13
No. of students	98	109	211	267

32. Details of student enrichment programme (special lectures/ workshops /seminar) with external experts: *2 National Seminars organized*
3 Special Lectures organized

Resource Person	Topic of lecture	Remarks
Dr Mohan Kr. Parsain	*Parliamentary Procedures*	2009-10
Dr Nani Gopal Mahanta	*Peace Building and Role of Civil Society*	2011-12

33. Teaching methods adopted to improve student learning:
    - *Use of ICT*
    - *Occasional student seminars*
    - *Home assignment*
    - *Group discussion*
    - *Quiz*
    - *Class test*
    - *Field trip*

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
    - *The department collaborated with Government Sikshan Mahavidyalaya and organized one national seminar in 2011. It also collaborated with Prahar, a Non-Governmental Organisation and organized another national seminar in 2012.*
    - *The faculty members and students of the department visit 'State Home', a shelter home for destitute children and women. They interact with the in-mates and provide assistance in form of materials for study, clothes etc. from time to time.*
    - *Degradation of moral values is one of the root causes of most social and political problems in the society. As such the Department has taken initiative to promote peace and foster human values in collaboration with 'Art of Living', the largest volunteer based network and has organized several programmes.*
    - *Faculty from the Department have acted as resource persons in several programmes and courses conducted by other institutions and organizations including Krishna Kanta Handiqui State Open University, ADP College, Art of Living etc.*
    - *The faculty and the students of the Department also participate in different community based programmes organised by the college authorities from time to time.*

35. SWOC analysis of the department and Future plans:

- **Strengths**

I. Ours is a full fledged department with separate departmental space.

II. There is a rich departmental library with both text and reference books.

III. Under the newly introduced semester system, there is no dearth of students to

take up Major in Political Science.

IV. The department has computer with printer and the major class room is equipped with smart board. Internet facility is also available in the department.

V. The department has a wall magazine. It is a part of the attempts to develop creative faculties among the students.

VI. The department has already conducted two national seminars in last three years which have contributed to enrichment of knowledge in relevant fields.

VII. The department takes special initiative to aid the poor and needy students with Major in Political Science. The help is offered at the time of form fill up for examination/ new admission.

VIII. The department has introduced a Foundation Course on Human Rights Education sponsored by UGC to generate awareness about human rights among the students.

IX. The department has contributed to resource mobilization of the college through selling of its publication.

- **Weaknesses**

I. The students have less command over English. It sometimes create problem in the teaching-learning process.

II. The students are more dependent on vernacular learning resources. But such resources are limited and can not fully cater to the needs of the students.

III. Though study materials are often provided to the students and special remedial classes are taken, no formal procedure has been evolved so far by the department to monitor and effectively implement such systems.

IV. The input in terms of student enrollment is high. But in terms of quality at the entry level, it is not up to expectation in most of the cases. Level of general awareness among the students is far from being satisfactory.

V. In field of research and extension, the faculty members can do more works so as to contribute more effectively to the society.

- **Opportunities**

I. the semester system which has been introduced recently provides opportunity to perform better for those students who are serious in studies as the syllabus is limited and there is continuous monitoring and evaluation.

II. There is no dearth of students to study Political Science. Even for Major Course, many students come forward.

III. Political Science is a part and parcel of any competitive examination. Proper study by the students and guidance by the teachers can contribute a lot to future success of the students.

IV. UGC is very generously offering schemes and opportunities for the faculties in form of projects, organising seminars/workshops, running special courses etc. Teachers of the department can avail such opportunities.

- **Challenges** I. Lack of awareness among a section of the guardians is a major threat. As such drop out rate is high.

  II. The students are more interested in getting study materials and memorizing those; not in understanding and enhancing knowledge.

  III. The knowledge level of the inputs is not satisfactory which prevents teaching-learning process from becoming fully effective at times.

  Future plan:

  - Organising more seminars/workshops in order to initiate scholarly debate, disseminate knowledge and documentation in relevant fields.
  - Pursuing research in forms of PhD research and projects.
  - Annual lecture programme by eminent social scientists/ scholars in order to generate awareness among students and other stakeholders.
  - Strengthening departmental library with more books and journals.
  - Special counseling programme on career opportunities and higher studies for the sixth semester students.
  - Preparing learning resources departmentally in a formal manner.
  - Publication of at least two books within one year.

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Evaluative Report of the Department—Sanskrit

Name of the Department - SANSKRIT

1. Year of Establishment - 1964
2. Name of Programmes /Courses offered - UG (Major, General)
3. Names of Interdisciplinary courses and the departments Units involves - Nil
4. Annual/semester choice based credit system – Annual &Semester System
5. Participation of the Department in the courses offered by other Departments – Dr. S. Singha, a faculty of the Department is providing service as a faculty in the PG Course offered by Assamese Department.
6. Courses in collaboration with other Universities, industries foreign institutions, etc. – Nil
7. Details of courses/Programmes Discontinued (if any) with reasons- Nil
8. Number of Teaching posts

Name of the post	Sanctioned	Filled
Professors	Nil	Nil
Associate Professor	1	1
Asstt. Professor	3	3

9. Faculty profile

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of students guided for the last 4 years
Dr.M.Baruah	M.A, Ph.D	Associate Professor	Literature	22Years	Nil
Dr. S. Singha	M.A, Ph.D	Assistant Professor	Veda	15 Years	Nil
Prof. R. Deka	M.A, M. Phil	Assistant Professor	Philosophy	4 Years	Nil
Dr. N.Mili	M.A, Ph. D	Assistant Professor	Literature	2Years	Nil

10. List Of senior visiting faculty – 1. Dr. Rajendra Nath Sharma, Senior Professor, G.U On 2009 for two times .

2. Dr. Achyut Sharma, Head of the Department, G.U on 2013 for two times.

3.Prof . Mahendra Saikia, Former HoD, Sanskrit, Nowgong Girls' College.

4. Prof. Upen Sharma Former HoD, Sanskrit, Darrang College, Tezpur.

5..Prof . Guna Saikia, Former HoD, Sanskrit, Nowgong College.

6. Dr. Indira Saikia Bora, Associate Professor, Pragjyotish College visited the Department September 2013.

11. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – 10% (2013)
12. Student teacher ratio (progremme wise)

Name of the course	Total no. of student	Total no. of teacher	Student- Teacher Ratio
Sem-I (Major)	8	4	2:1
Sem-III (Major)	14	4	3.5:1
Sem-V (Major)	4	4	1:1
Sem-I (General)	2	4	.5:1
Sem-III (General	7	4	2:1

13. Number of academic support staff(technical) and administrative staff ; sanctioned and filled – Nil
14. Qualification of teaching faculty with D Sc/D. Litt. /Ph. D/M. Phil/PG

Name of the faculty	Qualification
Dr.M.Baruah	M.A, Ph.D
Dr. S. Singha	M.A, Ph.D
Prof. R. Deka	M.A, M. Phil
Dr. N.Mili	M.A, Ph. D

15. Number of faculty with on going projects from a) National b) International funding agencies and grants received : Nil.
16. Departmental Projects funded by DST- FIST, UGC, DBT, ICSSR, etc. and Total grants received –Nil
17. Research centre/facilities recognized by the University – Nil.

18. Publication per faculty : Dr. M. Baruah- 1
Dr. S. Singha- 5
Prof. R. Deka- 4
Dr. N. Mili- 3

Number of papers published in peer reviewed journal, National: Dr. S. Singha- 1
19. Areas of consultancy and income generated – NIL
20. Faculty as member in
    a) National committees – NIL
    b) International committees –NIL
    c) Editorial Boards

Name of the faculty	Megazine / Journal Name	Year
Dr.M. Baruah	College Megazine, Nowgong Girls' College	2012-13
Dr. S. Singha	AKAASH, Souvenir, ACTA, Women's Cell.	2012-13

21. Student projects

a) Percentage of students who have done in-house projects including inter departmental /programme - NIL

b) Percentage of students for projects in organizations outside the Institution i.e.in Research laboratories/Industry/other agancies - NIL.

22. Award / Recognitions received by faculty and students -

Name of the student	Award	year
Miss Oli Barthakur	Recognition as scholarship from Rashtriya Sanskrit Sansthan	2013
Miss Jutika Saikia	Recognition as scholarship from Rashtriya Sanskrit Sansthan	2013

23. List of eminent academicians and scientists / visitors to the Department -

1. Dr. Rajen Sharma, Senior Professor, G.U in 2009 for two times .
2. Dr. Achyut Sharma, Head of the Department, G.U in wo times.
3. Prof . Mahendra Saikia, Former HoD, Sanskrit, Nowgong Girls' College.
4. Prof. Upen Sharma Former HoD, Sanskrit, Darrang College, Tezpur.
5. Prof . Guna Saikia, Former HoD, Sanskrit, Nowgong College.
6. Dr. Indira Saikia Bora, Associate Professor, Pragjyotish College visited the Department September 2013.

25.Seminars/ Conferences/Workshops Organized & the Source of funding

a) National - NIL

b) International - NIL

c) Workshop – 15 days workshop on Spoken Sanskrit in 2010.

26. Student Profile programme/ course wise 2009

Name of the course	Applications received	Selected	Enrolled *F	pass-percentage
TDC I (M+G)	4 + 2	4+ 2	4 + 2	50 % 100%
TDC II (M+G)	3 + 1	3 + 1	3 + 1	67 % 100%
TDC III (M+G)	3 + 1	3 + 1	3 + 1	100% 100%

2010 Name of	Applications	Selected	Enrolled *F	pass-percentage

the course	received			
TDC I (M+G)	Nil	Nil	Nil	-
TDC II (M+G)	1+ 4	1+4	1+4	100% 75%
TDC III (M+G)	2 + 2	2 + 2	2 + 2	100% 50%

2012

Name of the course	Applications received	Selected	Enrolled *F	pass-percentage
TDC Sem- I (M+G)	4 + 3	4 + 3	4+ 3	100% 100%
TDC II (M+G)	Nil	Nil	Nil	Nil
TDC III (M+G)	1 + 5	1 + 5	1 + 5	100% , 60%

2013

Name of the course	Applications received	Selected	Enrolled *F	pass-percentage
TDC Sem- I (M+G)	17 + 8	17 + 8	17 + 8	-
TDC Sem-III (M+G)	4+ 2	4+2	4+2	-
TDC III (M+G)	Nil	Nil	Nil	Nil

2013

Name of the course	Applications received	Selected	Enrolled *F	pass-percentage
TDCSem- I (Major)	8	8	8	
TDC Sem-I (General)	2	2	2	
TDCSem- III (Major)	14	14	14	
TDC Sem-III (General)	7	7	7	
TDCSem- V (Major)	4	4	4	
TDCSem- V (General)	Nil	Nil	Nil	

Results of Semester I & III (July-December, 2012)

Name of the course	No of students Appeared	pass-percentage
TDCSem- I (Major)	17	82%

TDC Sem-I (General)	7	100%
TDCSem- III (Major)	4	100%
TDC Sem-III (General)	2	100%

Results of Semester II & IV (January-June, 2013)

Name of the course	No of students Appeared	pass-percentage
TDCSem- II (Major)	14	93%
TDC Sem-II (General)	7	100%
TDCSem- IV (Major)	4	100%
TDC Sem-IV (General)	2	100%

28.How many students have cleared national and state competitive examinations such as NET, SLET ,GATE, Civil services etc. - No Data.

29.Student progression ***(UG to PG)***

Year	Major/ General
2010	6
2011	2
2012	4
2013	Nil

Employed

*Campus selection –NIL

* Other than campus recruitment

Year of pass-out	No of employed students
2010	4
2011	Nil

30. Details of Infrastructural facilities

a) Library – Stacks in Mahesh Chandra Devagoswami Library (with above 400 Books) And Departmental Library (with above 120 Books)
b) Internet facilities for Staff & Students – **Yes**
c) Class rooms with ICT facilities - **No**
d) Laboratories - **No**

31. Number of students receiving financial assistance from college, University, government or other agencies: 2

Name of the student	Award	year
Miss Oli Barthakur	Recognition as scholarship from Rashtriya Sanskrit Sansthan	2013
Miss Jutika Saikia	Recognition as scholarship from Rashtriya Sanskrit Sansthan	2013

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts -
    - Workshop – 15 days workshop on Spoken Sanskrit in 2010.
    - Series of Academic Lectures by eminent sanskritists like Prof. Mahendra Saikia, Prof. Upen Sharma and Prof. Guna Saikia.
33. Teachings methods adopted to improve student learning :
    - Traditional.
    - Group Discussion.
    - Tutorial.
    - Home Assignment.
    - Seminar.
    - Functional Sanskrit.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities -
    - Celebration of Sanskrit Day on Shravani Purnima every year.
    - Celebration of Teacher's Day on 5th of September every year.
    - Visited and disseminated Sanskrit Grammar at Garajan Higher Secondary School in 2011.
35. SWOC analysis of the Department and Future plans

    STREANTH: The Department is a full-fledged one, comprising three faculties with Ph.D Degree and one with M. Phil. The Department has computer with internet facility.

    WEAKNESS: Poor enrolment.

    OPPORTUNITY: Being the masters in Sanskrit, the departmental faculties are fit enough to extend services to other modern Indian subjects and Indian Philosophy. Students have larger job opportunities with general and subject specific jobs.

    CHALLENGES: Popularize Sanskrit among all sections of students and wipe away the prejudices regarding Sanskrit.

    Future plan of the Department:
    - Opening PG course.
    - Initiating a diploma course in Functional Sanskrit.

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department : **Statistics**
2. Year of Establishment : 1.1.**1986**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **UG, ENVIRONMENTAL STUDIES.**
5. Annual/ semester/choice based credit system (programme wise) : **Semester (Started from 2011) , (Annual upto 2012)**
6. Participation of the department in the courses offered by other departments: **ENVIRONMENTAL STUDIES.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. Nil
8. Details of courses/programmes discontinued (if any) with reasons .Nil
9. Number of Teaching posts: 2 (Two).

	sanctioned	Filled
Professors	--	--
Associate Professors	**3**	**2**
Asst. Professors	--	--

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of	No. of Ph.D. Stude. guided for the last 4

				Experience	years
Rita kalita	**MSc,Mphil.**	**Associate professor**	**Operation Research**	**27 Years**	-
KalpanaBhattacharjya	**MSc.**	**Associate Professor**	**Operation Research**	**25 Years**	-

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **Nil**
13. Student -Teacher Ratio (programme wise):

Class	Total Student	Student-teacher Ratio	Remarks
Sem I (Major + General)	-	-	
Sem III (Major + General)	-	-	
Sem V (Major+ General)	-	-	

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled - QNE
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

    MPhil-1

    PG -2
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants receive:

Name	Title of project	Funding Agency	Amount
Dr.Biman Kr.Bhatta	**1.Socio-Economic and Demographic Profiles of the Hajongs of Assam Valley:AStatistical Analysis.** **2.Joyful Learningof Ka-Sreni-An Impact Study** **3.Five percent**	**UGC** **SSA-Assam** **SSA-Assam**	**1,80,000.00**

	Sample checking ofDISE data		
Rita Kalita	**Production and Marketing of Vegetables in Kamrup District of Assam**	**UGC**	**1, 60,000.00**
Kalpana Bhattacharjya	**Women Labour Utilization Pattern in Agriculture in Nagaon District of Assam**	**UGC**	**1,00000.00**

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

* Publications: a) Publication per faculty
* Number of papers published in peer reviewed journals (national / international) by faculty and students: **1 (One)**
    1. **Existing Pattern of Education of Rural Farmwomen in Nagaon District of Assam Published in Human Rights: New Dimensions and Challenges, ISBN: 978-93-81694-15-2012.**
* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):**NIL**
* Monographs:**Nil**
* Chapter in Books:**Nil**
* Books with ISBN/ISSN numbers with details of publishers :**Nil**

* Citation Index :**Nil**
* SNIP:**Nil**
* SJR :**Nil**
* Impact factor :**Nil**
* h-index :**Nil**

19. Areas of consultancy and income generated: **Nil**

20. Faculty as members in

a) National committees b) International Committees c) Editorial Boards:

National-Red Ribbon Club, Assam AIDS Control Society

21. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme;**Nil**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:**Nil**

22. Awards/ Recognitions received by faculty and students:**Nil**

23. List of eminent academicians and scientists/ visitors to the department

1. Dr.Sarat Kakoti-Professor- Department of Statistics,Dibrugarh University

2. Professor Jadu Saikia,Retired Head of the Department of Statistics Nagaon College,Nagaon.

24. Seminars/ Conferences/Workshops organized & the source of funding

a)National :**Nil**

b)International :**Nil**

25. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	**Applications received**	**Selected**	**Enrolled *F**	**Pass percentage**
UG Sem I Major	-	-	-	
UG Sem I General	-	-	-	
UG Sem III Major	-	-	-	
UG Sem III General	-	-	-	
UG Sem V Major	-	-	-	
UG Sem V General	-	-	-	

F=Female

26. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG Sem I Major	-		
UG Sem I General	-		
UG Sem III Major	-		
UG Sem III General	-		
UG Sem V Major	-		
UG Sem V General	-		

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NIL

28. Student progression

Student progression	Against % enrolled
UG to PG	-
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	-

29. Details of Infrastructural facilities

a) Library: **50 Books**

b) Internet facilities for Staff & Students: Internet Connected and available.

c) Class rooms with ICT facility: NIL

d) Laboratories: Nil

30. Number of students receiving financial assistance from college, university, government or other agencies**: NIL**.

31. Details on student enrichment programme (special lectures / workshops / seminar) with external experts:Nil

32. Teaching methods adopted to improve student learning:
Home Assignment,Remedial,Tutorial Ward class Test.

33. Participation in Institutional Social Responsibility (ISR) and Extension activities visiting

Kiranbala School and Motiram Bora School,Nagaon for popularizing the subject Statistics.

34. SWOC analysis of the department and Future plans.

Strength:

1. Qualified and experienced Staff
2. Independenc
3. Self sufficiency in equipment
4. relevant to learners.

Weakness

1. Poor Enrollment
2. Resource gaps (Staff, infrustruture, students)
3. Low priority given to statistics
4. Inadequate statistical literacy in the community.

Opportunity

1. Increased demand for statistics –planning and its implementation
2. Development in IT
3. Good connections internationally through Websites

Challenges

1. Low priority of and support for students
2. Insufficient students
3. Co-ordination and cooperation within the institution

Future Plan

Statistics is a multifaceted discipline and although it clearly has strong roots in mathematics. It is also very important in its application in a wide range of fields from Science and engineering to the financial sector, the social since and sports. In addition in today's complex world, it is increasingly important for every citizen to be able to make sense of key statistical concepts, such as risk and probability, on an almost daily basis. For such awareness campaigning can be made on the following:

Those responsible for deciding what courses are made available in schools and colleges and for advising students about which of them to follow, need to understand how important statistics is likely to be for students in the next stages of their lives.