



INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 3)

PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
THE NAZIRA COLLEGE
C-8500

NAZIRA SIVASAGAR
785685

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

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Section I: GENERAL INFORMATION

1. Name & Address of the institution:	THE NAZIRA COLLEGE NAZIRA SIVASAGAR Assam 785685	
2. Year of Establishment	1981	
3. Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	12	
Programmes/Course offered:	12	
Permanent Faculty Members:	28	
Permanent Support Staff:	10	
Students:	708	
4. Three major features in the institutional Context (Asperceived by the Peer Team):	1. The college is the first active data contributor of DELNET. 2. B.Voc. in IT and Fashion designing introduced. 3. ICT in education with well-equipped and digital libraries, smart classrooms, and internet facilities.	
5. Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 12-11-2021 Visit Date To : 13-11-2021	
6. Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. RAMESHCHANDRA G KOTHARI	Former Vice Chancellor, Veer Narmad South Gujarat University
Member Co-ordinator:	DR. VISHWAMBHAR PRASAD SATI	Professor, Mizoram University
Member:	DR. PUSHPA RANADE	Former Principal, Shri Siddhivianayak Mahila Mahavidyalaya
NAAC Co - ordinator:	Dr. Darikhan Kamble	

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Section II: CRITERION WISE ANALYSIS

(Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion	Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion I)
1.1	Curricular Planning and Implementation
1.1.1 QIM	The Institution ensures effective curriculum delivery through a well planned and documented process
1.1.2 QIM	The institution adheres to the academic calendar including for the conduct of CIE
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion I

The college follows the curriculum designed and developed by Dibrugarh University. It draws an action plan for effective curriculum delivery, starting at every session. The college has its academic calendar in conformity with Dibrugarh University. The calendar includes term examination, evaluation, conducting seminars, group discussions, and quiz competitions. Weekly monitoring of the classes was performed by the Heads of Departments. The departments prepare a routine for the allotment of classes and effective implementation of the curriculum. They also prepare a teaching plan and discuss it with the faculty members. Being an affiliated college, limited scope for designing curriculum. Tutorials and extra classes are also taken to help slow learners. The teachers use PowerPoint presentations. Educational tours and field studies are also conducted. Three departments are publishing an annual magazine. Computer training and skill development courses and career counselling are also performed. Further academic diary is maintained and an academic audit is conducted.

The college has adopted choice-based credit system since 2019. It has its website, where all academic information is posted related to admission, examination, and extra-curricular activities. WhatsApp groups of each department including teaching, non-teaching staff, and students are included. Teachers are appointed as mentors for each student. Project works are given to the students by a few departments.

In the fourth semester, environmental science paper is compulsory for all courses run by the college. Besides, the departments – Geography and Economics teach environment and sustainability courses in III semesters. The World Environmental Day is celebrated and the Swachha Bharat Campaign is followed. The Human Rights course is offered by the Department of Political Science. Courses on Mental Health and Education Technology for third and sixth semesters' students are offered by the Department of Education. Seminars on Gender issues are organized. Girls students are more than 50% and gender balance can also be seen among the Faculty Staff.

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Criterion 2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QM) in Criterion 2)	
2.1	Student Enrolment and Profile
2.2	Catering to Student Diversity
2.2.1	The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners
QIM	
2.3	Teaching- Learning Process
2.3.1	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
QIM	
2.3.2	Teachers use ICT enabled tools for effective teaching-learning process.
QIM	
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1	Mechanism of internal assessment is transparent and robust in terms of frequency and mode
QIM	
2.5.2	Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient
QIM	
2.6	Student Performance and Learning Outcomes
2.6.1	Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.
QIM	
2.6.2	Attainment of programme outcomes and course outcomes are evaluated by the institution.
QIM	
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The teaching-learning and evaluation system in the college is substantial. Besides teaching classes regularly, lectures of eminent personalities are organized for the overall development of the students. Further, guest lecture from other college teachers is managed. Inter-department faculty exchange is also practiced. The library of the college has open access facilities for the advanced learner. E-books, internet facilities, reference books, journals, and magazine facilities are available. Quiz competitions, group discussions, counselling, and department seminars are organized from time to time. Online classes were conducted through Google meet during the COVID-19 pandemic. Further webinars were also organized. The college arranged extra remedial classes for a slow learner. The college has a unit of NSS, NCC, and Ranger Team. A cultural committee is also constituted by the college. Seminars on innovative teaching methodologies are organized by the IQAC cell. The students of the Education Departments undertake practical and micro-level teaching and participate in the psychological laboratory practical, field study, and project work. Similarly, Geography students also perform practical. Fashion designing, drama, audio-visual aids, and ICT are also performed by the students of various departments.

Each department has Laptop/PC. Wi-Fi is available in the college campus. Teaching faculty are familiar with ICT and all recent apps. The college has a central library, which keeps a digital repository, manuscript, question bank, research outputs, and e-magazine. It has an ICT management team, provides ICT facilities to the students. It has smart boards to teach students and students have smart phones. An internal evaluation system is adopted with end examination and 20% weight is given. Evaluated answer scripts are distributed

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among the students. Parents-teachers meetings are arranged by some departments. The college has a training and placement cell for providing services to the students. The Nazira College Study Centre is running under Krishna Kanta Handique State Open University. The Syed Abdul Malik Study Centre was continued only up to 2018.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)

3.1	Resource Mobilization for Research
3.2	Research Publications and Awards
3.3	Extension Activities
3.3.1 QIM	Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.
3.4	Collaboration

Qualitative analysis of Criterion 3

The college has 12 academic programmes. The faculty members have six research projects. The academic departments have organized 11 seminars/conferences/workshops during the assessment period. The faculty members have published about 20 research papers and 20 books and book chapters whereas the quality of publication is a question. The teachers should be encouraged for quality publication. The faculty members have received 6 awards and recognitions for extension activities and conducted 44 extension and outreach programmes. The college publishes a research journal and magazines. The students actively participated in extension activities. A total of 6 teachers are with M.Phil. 6 are with Ph.D. The other faculties should be encouraged for pursue Ph.D.

The students are engaged in extension activities. Both male and female students are actively participating in NSS and NCC. The college has a women's cell, which organizes extension activities. It has cultural and NSS programme management committees which play a significant role in sensitizing students. The college conducts health camps, vaccination camps, and blood donation camps regularly. Students are involved in Swachh Bharat Abhiyan, campus cleaning, and plantation awareness programmes.

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Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.
4.1.2 QIM	The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The college has 9.31 acres of land with a 3,388.725 sq meter built-up area and five RCC buildings on the college campus. Besides the rooms are allotted to all departments, some rooms are allotted to Fashion Design, IQAC, Girls Common Room, and Examination Cell. A virtual room is allotted to all departments. There is a conference hall, a Central Library, and a lab of Information Technology and Computer is available in the college. The Central Library is well equipped with 20040 text and reference books are available in both soft and hard copies. The college has Assam Type buildings where departments of Assamese, Political Science, Statistics, Women Cell, College Canteen, NSS, and NCC offices are running. Wi-Fi facility is available on the college campus. Also, a water purifier machine is installed. A total of 17 special classrooms, and LED projectors are available in the College. The college has CCTV cameras for safety and security. Laboratory facilities are available in Geography, Education, IT, and Fashion Designing departments. The library services are also extended to senior citizens and others through the college mobile library. There is a provision of girls' hostel with limited sheets and boys' hotel is yet to be constructed.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)
5.4	Alumni Engagement
5.4.1 QIM	There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Qualitative analysis of Criterion 5

Students have active participation in different activities including co-curricular activities. Students participate in Students Union, Departmental Associations, Library Committee, Sports Committee, NSS Advisory

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Committee, Magazine Editorial Board, and Anti-ragging Committee. The college has a study union. The representatives are elected and the members of the student union play an important role in providing students' feedback on curriculum. They participate in the process of admission, exam form submission, and scholarship forms submission. Besides, they participate in NSS, NCC, Cultural Activities, and all the programmes of National and State interest. Few teachers provide financial help to the economically weaker section students.

The college has a non-registered Alumni Association since its inception. It contributes substantially to the development of the college. So far they have contributed more than a lakh rupee and are actively involved in building extension activity, and assisting the students of economically weaker sections. The college organizes an alumni meet at least once a year. The alumni are working in industries, education, business, professional fields, entertainment and media industry, and academic and social work. Two teachers of the college are also a member of alumni and played a key role. The members of the alumni association are also the member of various committees of the college such as academic planning, placement of students, and career guidance. Some of the alumni are member of IQAC and the fundraising/donation committee.

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Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of and in tune with the vision and mission of the institution
6.1.2 QIM	The effective leadership is visible in various institutional practices such as decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	The institutional Strategic / Perspective plan is effectively deployed
6.2.2 QIM	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institutions Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities
	(For first cycle - Incremental improvements made for the preceding five years with regard to quality
	For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Qualitative analysis of Criterion 6

The Nazira college is located in a semi-urban area, imparting education to the students of its surrounding areas including the students of economically weaker sections. The college is student-centric, provides all facilities, and helps the students. All works are transparent, democratic, and inclusive. Teachers are involved in decision-making processes. The members of the College Governing Body (GB) are nominated unanimously. The college teachers, guardians, and non-teaching staff equally represent the GB. The IQAC is uniformly represented. The college GB makes policies for the smooth running of the college and IQAC prepares action plans and implements them for each academic calendar.

The academic calendar – commencement of classes, practical, examination, sports, Student Union election,

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and college foundation day – is notified at the beginning of the year by the Principal. The academic calendar is strictly adhered to and followed by all stakeholders. Lecture plans are prepared and followed. Controller of Examination announces examination schedule and displayed by several means. Answer scripts of the internal test are displayed.

For recruitment, the college followed the rules and regulations prescribed by the State Government of Assam. PBAS followed for the promotion of faculty members, adopting Career Advancement Scheme. The college has a grievance redressed cell, which looks into the matters of faculty, staff, and students. The principal is the head of the cell. A separate anti-sexual harassment committee and anti-ragging cell also exist. However, the guidelines are not followed perfectly. The college needs to follow the UGC guidelines for all these committee. The college practices paperless communication.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	Measures initiated by the Institution for the promotion of gender equity during the last five years.
7.1.3 QIM	Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words) <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • Biomedical waste management • E-waste management • Waste recycling system • Hazardous chemicals and radioactive waste management
7.1.8 QIM	Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).
7.1.9 QIM	Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).
7.1.11 QIM	Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).
7.2	Best Practices
7.2.1 QIM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.
7.3	Institutional Distinctiveness
7.3.1 QIM	Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Qualitative analysis of Criterion 7

The college provides full safety and security measure to girls' students and women faculty members and staff. It has a concrete boundary wall covering the college from all sides. Outsiders are not allowed to enter the college premises. Smart ID cards are distributed to all students, which they use to enter the college premises. The economically weaker students are supported with free admission and counselling.

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The college has a solid waste management treatment facility. Wastes are segregated and dumped in a dustbin of different colours – Green, Blue, and Yellow. Similarly, a liquid waste management facility is also available.

The college participates in the state integration programmes, developmental activities, national festivals, and awareness rallies/programmes – environmental awareness, right to vote, health issues, social harmony, and unity, and organizes different activities on the given issues. Similarly, all the important days of national issues and related to the national legends are observed.

Section III: OVERALL ANALYSIS based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Overall Analysis

Strength:

- The location of college – sub-divisional headquarters and semi-urban attracts students from its periphery and different parts of the state.
- The college is well connected by road and railways.
- It has solar energy facilities on the campus.
- The college is producing university rank holders and talented sports students.
- Book bank facility is available to poor students. ICT and Wi-Fi facilities are also available in the college.
- All financial matters are conducted using online transactions.
- It runs remedial classes and supports disabled students. First aid medical facilities are available.

Weaknesses:

- Research and development activities, including publications and research projects, are poor.
- Poor class room facilities in terms of ventilation and light.
- Non-availability of boys' hostels and limited intake capacity for girls' hostel.
- Absence of collaboration and consultancy with other institutions.
- The college is lacking sufficient campus placement.

Opportunities:

- High potential for developing inter-disciplinary research.
- Scope for opening skilled-based and vocational courses like rural tourism management and entrepreneurship development in tea sector.
- Collaboration with industries is another opportunity.

Challenges:

- The students taking admission in the college are sub-meritorious
- To initiate Post Graduate programme in few departments.
- To get sanctioned the vacant post.
- Lacking career guidance and career advancement to the students.
- Expansion of college premises.

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Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to ten major ones and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- • Campus placement to the students should be strengthened.
- • Introduction of vocational and skill development courses be initiated and strengthened
- • Communication skills and computer literacy among the students and increased use of ICT in the teaching-learning and evaluation process must be adopted.
- • Establishing Language laboratories, innovation, and incubation centre is also suggested to encourage students for entrepreneurship.
- • Perspective planning and strategy development of the college with website and the computerized office is strongly recommended.
- • Self-appraisal of the teachers has to be evaluated properly and remedial measures to be taken as per UGC rules.
- • Teachers be encouraged and supported for taking research to enhance their career and competence.
- • Adequate bus transport and hostel facilities should be provided.
- • Introduction of MOOC and separate computer courses are highly recommended.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

R. Srinivasan

Principal
VAZIRA COLLEGE

Seal of the Institution

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