

ACADEMIC & ADMINISTRATIVE AUDIT,
NAZIRA COLLEGE, NAZIRA,
2023-24

AAA Report of the Committee
Academic Session: 2023-24
Nazira College, Nazira, Sivasagar, Assam, India

College Profile:

1.	Name of the College, Website, email and Ph. No.	Nazira College, http://naziracollege.in/ , naziracollege@yahoo.in , 9435057218
2.	Year of Establishment	1981
3.	Affiliating University	Dibrugarh University
4.	Last NAAC Grade with Cycle, Accredited Year & CGPA	B ⁺ , 3 rd Cycle, 2021, CGPA = 2.71
5.	UGC Recognition (2F & 12 B) with dates	F.8-307/2003(CPP-I), Date: 29/01/2004
6	Courses/Program offered	Bachelor in Arts, Bachelor in Vocation, Master in Assamese, Post Graduate in Computer Application
7	Online Admission Status	Yes
8	Number of students during the year	776
9	Number of Full Time Teachers and guest faculty	Full Time Teachers = 30 Guest Faculty = 10
10	Whether institutional data submitted to AISHE	Yes
11	Whether institutional data submitted to NIRF	Yes
12	Whether the college has IIC	Yes

1. Curricular Aspects:

	Item		Comments of audit team
1	Implementation of Annual Institutional Plan/College Calendar	<p>The Nazira college, affiliated to Dibrugarh university, follows the curriculum designed & developed by the University. The College draws action plans for effective curriculum delivery, prepares its own academic calendar in conformity with the affiliating university with an active participation of teachers. The HODs monitors daily classes and monthly progress report is submitted to the academic committee. HODs meetings are held before the commencement of every session. The College routine for B.A.(Arts), B.Voc and PGDCA is prepared by the Routine committee and later a well prepared routine is disseminated, thereafter each department allot classes among the teachers according to the departmental routine in conformity with the college routine. For effective implementation of the curriculum, HODs of the college conduct their departmental meetings with the faculty members and develop academic course and teaching plans. Apart from regular classes and tutorials, extra classes and remedials are taken to help slow learners. Study materials are supplied for effective curriculum delivery. Class room instructions are also delivered through power point presentations to make the classes interactive and lively. Apart from these, educational tours, field studies, interdisciplinary competitions, national seminars are organized where all stakeholders take part. An annual prize money state level quiz competition, career counselling, placement drive has also been regularly organized in the college. An Academic diary is maintained by each teacher. For the effectiveness of the curriculum delivery a regular assessment is made through weekly class/unit test, group discussions, assignment, peer teaching.</p> <p>Institutional Development Plan of the College Link http://naziracollege.in/wp-content/uploads/2022/11/IDP-NAZIRA-COLLEGE-1.doc</p> <p>Academic Calendar Link, 2023-24 http://naziracollege.in/wp-content/uploads/2023/08/Academic-Calendar-Jan23-Dec-23.pdf</p> <p>Class Routine, 2023-24 link http://naziracollege.in/wp-content/uploads/2023/08/Class-Routine-2023-2024-nd.pdf</p>	Checked, verified and found to be satisfactory
2	Whether the above plan circulated among students	Yes via notice board and website	

3	College Activity Register session wise (e.g. 2023-24)	The College has Activities Link: http://naziracollege.in/hs-1st-year-selection-list2022/	
4	Add-on Courses (Department wise) completed during last academic year with number of students enrolled per course	Only two Certificate Courses namely 'Associate Data Entry Operator' and 'Domestic IT Help Desk Attendants' under PMKVY.4 and Post Graduate Diploma in Computer Application has been completed during the Period. Nos of Student Enrolled during the Period: 1. Associate Data Entry Operator - 30 2. Domestic IT Help Desk Attendants - 30 3. Post Graduate Diploma in Computer Application - 6	
5	Feed-back from students/parents/alumni on curricular aspects/analysis	Teachers Feedback Form Link: http://naziracollege.in/wp-content/uploads/2025/02/RESULTS-W.E.F.2019.pdf Students Feedback Form Link: https://docs.google.com/forms/d/1asWGkrJhPUYwnxJHDZWxi3JpGXiBmJpO_jTtk5Z7dc8/edit Alumni Feedback form Link: https://docs.google.com/forms/d/e/1FAIpQLSdC8-uL0eFymwm5VksfbRc5cuF53IuRrxZTE9eln-IBMGcvQ/viewform?vc=0&c=0&w=1&flr=0	
6	New UG & PG Courses introduced year wise	PGDCA in 2018 PG in Assamese from 2022	
7	Maintenance of Student Attendance Registers both offline and online	Offline only	
8	Give details of Teachers participated in following	Dr. Ajit Chandra Borah Mrs. Mouchumi Duarah Dr. Pallav Jyoti Konwar	Setting of question paper for UG Geography under Dibrugarh University Setting of question paper for UG Education under Dibrugarh University Subject Expert Nominated by Vice Chancellor Dibrugarh University

	<p>activities related to curriculum development, Academic Council/BoS/ Court/Design and Development of Curriculum etc.</p>	<p>Mr. Jiten Phukan Dr. Ajit Chandra Borah Dr. Jibon Kalita Dr. Jibon Kalita Dr. Jibon Kalita Dr. Jibon Kalita Mouchumi Duwerah Jiten Phukan Achyut Hazarika Dr. Jyoti Ranjan Mili Mr. Gajendra Sharma Mr. Purna Kanta Gogoi Dr. Ajit Chandra Borah Dr. Suresh Rajkonwar Mrs. Mouchumi Duarah Dr. Suresh Rajkonwar Mr. Jugal Baharali Mr. Panchanan Saikia Mrs. Mouchumi Duarah Purna Kanta Gogoi Purna Kanta Gogoi Purna Kanta Gogoi Daisy Gogoi Sujata Borthakur Achyut Hazarika Santi Dutta Rajendra Mohan Devasarma Dr. Jibon Kalita</p>	<p>Subject Expert Nominated by Vice Chancellor Dibrugarh University Subject Expert Nominated by Vice Chancellor Dibrugarh University External Examiner at Sibsagar College External HSLC Exam Simaluguri High School Subject Expert Nominated by Vice Chancellor Dibrugarh University Examiner of PG & UG Assamese of KKHOUCentre, Nazira College AOC 1st Sem & 2nd Semester Examination, Nazira College AOC 3rd & 4th Semester Examination, Nazira College AOC 5th & 6th Semester Examination, Nazira College External Examiner, Sibsagar College Examiner of Practical Examination at SPP College, Namti Examiner of Practical Examination at Sibsagar College, Joysagar Examiner of Practical Examination at Gargaon College, Gargaon Examiner of Practical Examination at Sibsagar Girls College, Sibsagar Examiner of Practical Examination at Sibsagar College, Joysagar Subject Expert Nominated by Vice Chancellor Dibrugarh University Assistant Examiner of Nazira College, all Semester. Examiner of Computer Practical Examination at Sibsagar Commerce College Asupervisor of Teaching Practical at KKHOUCentre, Nazira College Setting of question paper for UG Statistics under Dibrugarh University External Examiner at Gargaon College External Examiner at Sibsagar College External Examiner at Gargaon College External Examiner at Sonari College Subject Expert Nominated by Vice Chancellor Dibrugarh University Subject Expert Nominated by Vice Chancellor Dibrugarh University Subject Expert Nominated by Vice Chancellor Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University</p>
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	Dr. Jyoti Ranjan Mili Dr. Abdul Firdous Achyut Hazarika Santi Dutta Surabhi Gogoi Pubali Hazarika Paban Gogoi Prash Pran Saikia Sarujini Dutta Dr. Minakhi Hazarika L:iza Shyam Ajit Ch. Borah Gajendra Sharma	Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University Paper Examiner & Scrutiniser of Dibrugarh University
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1. Teaching, Learning and Evaluations

Item			
1	Are students' enrolment and profiles computerized and well documented?	Yes, Link: http://naziracollege.in/wp-content/uploads/2025/02/ENROLLMENT-1.pdf	
2	Number of International students & students from other states (If any)	No	
3	Maintenance of Teaching Diaries & Lesson plan/Teaching Plans in prescribed format, course progress record/course completed records	Yes, Link: http://naziracollege.in/wp-content/uploads/2025/02/New-Doc-02-13-2025-12.25_4.pdf	
4	Tutorials- Assignments, students' seminar, students' projects etc.	Yes	

5	Conduct of Internal Exams - semesters, evaluation etc.	Yes	
6	Subject wise result analysis (percentage)	<p>Year-2023</p> <ol style="list-style-type: none"> 1. Assamese=38, 2. English=75, 3. Education=66, 4. Economics=46.15, 5. Fashion Technology=100, 6. Geography=76, 7. History=19.04, 8. Information Technology=100, 9. Political Science=42, 10. Sociology=85 11. Post Graduate Diploma in Computer Application=78, 12. Certificate in Domestic Helpdesk=60, 13. Certificate in Assistant Fashion Designing=100, 14. Certificate in Hand Embroidery=95, 15. Certificate in Junior Software Developer=11.11, <p>Overall Passed Percentage:66.8</p> <p>Year-2024</p> <ol style="list-style-type: none"> 1. Assamese=75, 2. English=17, 3. Education=60, 4. Economics=100, 5. Fashion Technology=100, 6. Geography=73, 7. History=57.14, 8. Information Technology=100, 9. Political Science=55, 10. Sociology=93, 11. Certificate in Associate data entry Operator=100, 	

		12. Post Graduate Diploma in Computer Application=100 13. Certificate in Domestic Helpdesk=100. Overall Passed Percentage:79.24	
7	Remedial/doubt clearing classes	Yes	
8	Updating teachers Profiles	Yes	
9	Students full time teachers ratio	1:26	
10	Number of teachers with PhD and M Phil	Ph.D.= 7, M.Phil=6.	
11	Pass % of students in the last 5 years final exam	2020=91.54, 2021=99.49., 2022=75.72, 2023=66.08 2024=79.24 Results of the End Semester Examination (UG) Link: <u>http://naziracollege.in/wp-content/uploads/2025/02/RESULTS-W.E.F.2019.pdf</u>	

3. Research, Innovation and Extension:

Item			
1	Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the session (INR in Lakhs) year wise and total	Session 2023-24: Alumni Contribution: 50000.00 Philanthropic contributions: Rs. 46000.00 Red Ribbon Club Rs. 9000.00 NSS Fund Rs. 70700.00 Swachh hi Sewa fund Rs.6250.00 Total Amount Rs. 181950.00	
2	Research Papers Published during last academic year (International/National/ State. Book/text books published UGC-care listed, Scopus, SCI indexed etc.	International=Nil, National=11, State= Book/text books, UGC-care listed, Scopus, SCI indexed etc published=03 .	

3	Papers presented during last academic year (International/National Seminars)	International Seminars:01 National Seminars:01	
4	Seminars/Workshop/Training Programme conducted during each academic year (International/National) dept wise	Seminars=03 Workshop=12 Training Programme=08 FDP=01 Orientation Programme=02	
5	Records of linkages/MoUs during each academic year	2023-24 <ol style="list-style-type: none"> 1. A MoU was signed between Nazira College and Assam Down Town University for the development of mutually beneficial programmes/activities/training among students and collaboration in the field of research and faculty exchange programme. 2. A MoU was signed on faculty Exchange Programme between Department of Mathematics, Nazira College and Department of Mathematics, Gargaon College. 3. A MoU was signed between Nazira College, Nazira and Nazira Municipal Office, Nazira for Cooperation/Collaboration in Waste Management. 4. A MoU was signed between Gratia Technology Private Limited, Guwahati, Assam and Nazira College, Nazira, assam for offering training programmes in IT, GIS and Remote Sensing Applications, Cyber Security Management. 5. A MoU was signed between Takshashila School of Civil Services, Guwahati, Assam and Nazira College, Nazira, Assam for Career Guidance. 	
6	Record of subject/Department related extension activities, year wise	Sl. No.8 & 9.	

7	Awards and recognitions received by the teachers/students for extension activities from government / government recognized bodies during the last five years	Yes,			
		Name of the activity	Name of the Award/ recognition	Name of the Awarding government/ government recognised bodies	
		Novel	Makhan Hazarika Suwarani Upanyash Pandulipi Pratiugita	Banalata, Leading Publisher of Assam	
		Poem	Kabyasashi Atar Ali Chaudhury Smriti Botah	Sadau Assam Kobi Sanmilan	
		Criticism	Benu Chiring Botah	Sadau Assam Kobi Sanmilan,	
		Fashion Designer	Kala Ratna Award	Aragati Kristi Samaj, Dibrugarh	
		Education	Shikshak Gourav Award - 2024	Maa Vidya Bharati foundation	
8	Details of NSS activity/NCC Activity	Details of NSS activity: <ol style="list-style-type: none"> 1. World Environment Day organized by NSS unit, Nazira College in collaboration with IQAC Nazira College on 05/06/2023. Four faculty members and NSS volunteers were observed World Environmental day on 5th June 2024. Plantation and cleanliness programme were done in that day. 2. Two volunteers of NSS unit, Nazira college participated North -East NSS Festival at St. Joseph College (Autonomous), Kohima, Nagaland from 13/06/2023 to 17/06/2023. The name of the volunteers was Gautom Raidongia and Porinita Pagu. 3. One day workshop on International Yoga Day organized by NSS unit, IQAC and Student Union Nazira College on 21/06/2023. There were twenty-seven 			

	<p>volunteers participated in the programme.</p> <ol style="list-style-type: none"> 4. A talk on “The Role of Assam in Quit India Movement” organized by NSS unit in collaboration with Department of Political Science Nazira College on 08/08/2023. Dr. Minakhi Hazarika acted as a recourse person in that talk. Six faculty members and 25 numbers of NSS volunteers were participated in that programme. 5. The Panch Pran Pledge taking programme was organized by NSS unit, Nazira College on 10/08/2023. There were 30 numbers of NSS Volunteers and seven numbers of NSS faculty members were participated in the programme. 6. Fit India Pledge” Programme organized by NSS unit, Nazira College on 29/08/2023. Three faculty members and NSS volunteers taken “Fit India Pledge” in the college. 7. “Swachhta Hi Sewa Campaign” Swachhta Pledge organized by NSS unit, Nazira College on 30/09/2023. Two faculty members and 20 numbers of NSS volunteers were participated in the Swachhta Pledge programme. 8. “Swachhata Hi Sewa”: A cleanliness drive organized by NSS unit and Student Union, Nazira College in Boarding Road and Tinali Bazar, Heritage pond sides Nazira on 01/10/2023. There were forty numbers of NSS volunteers and three faculty members participated in the cleanliness drive. 9. Amrit Kalash Yatra Programme was organized by NSS unit, and IQAC, Nazira College on 12/10/2023. Five faculty members and 20 numbers of NSS volunteers participated in the Amrit Kalash Yatra programme. 10. Celebration of National Unity Day “Rashtriya Ekta Diwas Pledge” organized by NSS unit and NCC unit, Nazira College on 31/10/2023. 	
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	<p>11. National Unity Day was observed by NSS Unit Nazira college on 31st October 2023. Mr. Jugal Bharali Vice principal of Nazira college was acted as a resource person of the programme. He delivered a lecture about the importance of the National Unity Day. Four faculty members and 22 numbers of NSS volunteers was participated in the programme.</p> <p>12. Observed World AIDS Day on 1 /12/ 2023 by NSS Unit Nazira college.</p> <p>13. 12. NSS Unit Celebrate Human right Day on 09/12/2023 at Old Age home, Simaluguri. Three faculty members and 20 numbers of NSS volunteers participated in the programme. Mrs. Sarojini Dutta delivered a lecture about the human day. NSS volunteers and faculty members interaction with Old Age home members and taking lunch with them.</p> <p>14. Voter awareness day on 4th & 5th March 2024 (Mera Pehila Vote Desh Ke Liya): Voter's awareness programme was organised on 4th and 5th March 2024 by NSS Unit Nazira College. Three faculty members and 20 numbers of NSS volunteers were participated in the programme. Mr. Jugal Bharali was acted as a recourse person in the programme.</p> <p>15. Yoga Training programme was organised on (02/04/2024) by NSS Unit Nazira college. 15 numbers of volunteers participated in the training programme. Mr. Buddha Buragohain was a trainer in the programme.</p> <p>16. NSS Special Camp from 25th March to 31st March 2024: A week long NSS Special programme was organised by NSS Unit Nazira College from 26th March to 31st March 2024 at college campus and Adopted village Nazira Hen Ali village. Various activities were done in that period. The programme was as follows: -</p> <p>* Cleanliness Programme at College campus from (25th ana 26th March,2024):</p>	
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		<p>*Workshop on Vermicompost production on (27th March,2024).</p> <p>*Cleanliness Programme at Adopted village (Hen-Ali Gaon) on 28/03/2024</p> <p>*Awareness Programme at Adopted village (Hen-Ali Gaon) on 29/03/2024.</p> <p>* Awareness programme (Voter awareness, Recitation among children) at adopted village (Hen-Ali Gaon) on 30/03/2024)</p> <p>*Closing ceremony of NSS Special Camp on (31/03/2024): In the closing ceremony, certificate was distributed among volunteers and culture programme was organised by NSS volunteers at Kamala Bari Botanical Garden Gelakey under Nazira Sub-Division.</p> <p>17. Yoga Training programme on 1/4/2024:</p> <p>One day Yoga training programme was organised by NSS Unit Nazira College on 01/04/2023. Mrs Binita Rajkumari was the Yoga trainer in the programme. There were 50 numbers of students participated in the yoga training programme.</p> <p>18. Two numbers of NSS volunteers were participated in “Leadership Development and Capacity Building for NSS programme” on (15/02/2024) at Dibrugarh University. Name of volunteers: (1) Niraj Saha., (2) Chayanika Saikia.</p> <p>19. Financially help by NSS Unit and Teaching Staff to Mrs. Protima Gogoi, inhabited of Gormur Moran Gaon for her medical treatment on 08/06/2024.</p>	
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		<p>NCC Activity:</p> <ol style="list-style-type: none"> 1. The 49 Naval Unit, Joysagar, Sivasagar organized a combine annual training camp at KV ONGC Sivasagar from 05-06-2023 to 14-06-2023. 9 cadets namely Martina Konwar, Prahlad Arandhara, Bikash Moupia, Rishikesh Moupia, Nayanjyoti Moupia, Bishal Chetia, Bristi Rajkhowa, Priyanka Paw, and Hemlata Thapa of Nazira College participated in the camp. 2. 4 cadets of Nazira College namely Martina Konwar, Bristi Rajkhowa, Bikash Moupia and Rishikesh Moupia participated in NCC Inter Unit Drill Competition (IUDC) held at Miao, Arunachal Pradesh from 19-06-2023 to 25-06-2023. 3. 12 cadets of Nazira College namely CC Martina Konwar, POC Mollika Chetia, LC Sarada Konwar, LC Bristi Rajkhowa, Cdt hemolota Thapa, Cdt Mousumi Kahar, XCdt Madhuja Gogoi, LC Bikash Moupia, Cdt Pragyan Jyoti Mech, Cdt Rahul Lahon, Cdt Gautom raidongia and Cdt Bishal Chetia, participated in Nausainik Camp (PNSC-I) at Jorhat, Assam from 17-08-2023 to 26-08-2023. 4. 3 cadets namely Bristi Rajkhowa, Bikash Moupia, Rishikesh Moupia participated in Pre Republic-Day Camp (PRDC-I) at Jorhat from 28-08-2023 to 06-09-2023. 5. 2 cadets namely Rishikesh Moupi and Bikash Moupia of Nazira College participated in Republic Day Camp 2024 at Delhi from 28-12-2023 to 28-01-2024. 6. NCC Cadet Team of Nazira College win 1st prize in 78th Independence Day Parade 2023 and 3rd Prize in 75th Republic Day Parade 2024. 	
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9	Details of Women's Cell activities	<ol style="list-style-type: none"> 1. Organized a Women's Health Camp at Bamunpukhuri L.P. School In collaboration with Siu-kapha Mult speciality Hospital on 4th March, 2023. Dr. Priyanka Roy, Specialist of Gynaecology and Dr. Neha Dhachalia, Dr. Jayanta Patgiri joined as Resource Person. 2. Cleanliness drive from 28th September, 2023 to 2nd October, 2023 at College Campus. 3. Organized a Children Day at 858 no. Uppar Nazira L.P. School on 14th November, 2023. Extempore Speech Competition was organized among the students. 4. A talk was organized on Hearth fullness on 9th February, 2024. Certified Meditation Trainer Pragyan Duarah joined as a Resource Person. 5. A talk was organized on Women's Empowerment on the occasion of International Womens' Day on 8th March, 2024. Mrs. Basanti Chetia and Mrs. Mridusmita Saikia, Advocate, Gauhati Hight Court joined as a Resource Person. 6. Children Day organized at Dalapukhuri L.P. school on 14th November, 2024. Drawing & Speech Competition (on Nehru) was organized this program. 	
10	Initiatives taken towards execution of the NEP 2020	<p>Initiatives taken towards execution of NEP 2020</p> <ol style="list-style-type: none"> 1. NEP 2020 Curriculum adopted in 2023-24 as per the guidelines of the Dibrugarh University. 2. A counselling programme in Implementation of curriculum with adherence to NEP organized by the career counselling and placement cell, Nazira College in collaboration with IQAC, Nazira College on 9/10/2023. The Resource person for the programme was Meghna Saikia. 3. On NEP 2020 an Interaction session of Teachers and students of Nazira College in collaboration with Royal Global University were organized on 29/04/2024. Career prospects for students and professional and several opportunities were discussed in the session. Resource persons for the session 	

		<p>were Prof. Bhuban Chandra Baruah, Dr Debojit Boruah and Chandan Bezboruah.</p> <p>4. A seminar was organized about application of Artificial Intelligence in NEP curriculum organised by IQAC, Nazira College and ICT Academy on 23/08/2024. Resource person was Gregory Manoj.</p>	
11	Initiatives taken towards activities in the light of SDGs (UN)	<p>The Institution has facilities for alternate sources of energy and energy conservation measures such as 1.Solar energy 2. Use of LED bulbs/ power efficient equipment, 3. Solid Waste Management: The college campus adopts solid waste management treatments to restrict the pollution. Segregated wastes are dumped in the particular dustbins of Green, Blue and Yellow colours available in various corners of the college campus, 4. Cleaning or emptying of the dustbins is being done on a regular basis, 5. The institute is on the verge of becoming paperless as most of the documents, forms, payments on dues have been shifted to totally on online mode, 6. The old question papers, magazines and other teaching-learning materials can be retrieved and download from the libraries Web OPAC, 7. Liquid waste management: Liquid waste generated mainly from canteen, and washrooms is segregated and disinfected and let out as effluent into a common drainage facility, 8. The volunteer friends of NSS unit of the college have been actively participated in the college beatification programmed since its inception, 9. Water conservation facilities -Rain water harvesting, Bore well /Open well recharge, Maintenance of water bodies and distribution system in the campus, 1. Green campus initiatives etc are undertaken.</p>	
12	Academic adoption of schools/villages in the locality	<p>NSS Unit of the Nazira College, Adopted a village namely Hen Ali Gaon. Following activities were successfully conducted:</p> <ol style="list-style-type: none"> 1. Door to door voter awareness conducted at adopted village on 30th March, 2024. Recitation & Extempore Speech competition among the children also conducted at adopted village. Volunteers aware the peoples of adopted village by postering & Wall Writing. 2. Door to door survey on youth not in formal education or regular employment at adopted village. 	

4. Infrastructure & Learning Resources

Item			
1	College Library/Library/Amount of Books/Circulation of Library Books among students. Status of library automation (E-lessons & e-resources/e-journals)/Offline Journals	<p>Total Books:21618 Unique Titles:16725 Circulation of library books among students=40-60 per day Automation students: automated with Soul.3.0 E-Resources: Books and E-Journals of Delnet. Manuscript Soft copies, 47 Nlist will be subscribe in March, 2025 Offline Journals: 1. Satsari, 2. The Heritage, 3. Man and India, 4. Kurushetra, 5. Yojona, 6. University News, 7. Journal of English Language, 8. Prantik, 9. Gariyoshi, 10. Prakash.</p>	
2	Availability of previous years question papers in Lib	Yes	
3	Keeping daily Record of Library's visitors (students/teachers)	Yes, through both offline & online	
4	Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc	<p>ICT enable classrooms: 10 Seminar Hall:03</p>	
5	<p>Availability of WI-FI & Internet within the campus.</p> <p>Bandwidth of internet connection in the Institution</p>	<p>Yes, The college authority tries to update its ICT infrastructure with well-established mechanism. The provision is made in the budget allocation for annual maintenance and technical staff is appointed for maintaining the same. The college has about 50 nos of Computers to support IT infrastructure. Extensive infrastructure has been set up during the last five years with IP based Surveillance System, language lab, smart boards, led projectors. The infrastructure includes: • Desktops (Lenovo, Intel i5, Dual Core, 4 to 32 GB RAM and 500 GB to 2TB HDD) • Laptops (i7, i5- 6th generation, Core2 Duo based 2.4 GHz with 4 to 8 GB RAM The IP Surveillance system was</p>	

		established in 2016 with the following configuration: • IP camera (1.2 to 12 MP, sony, Axis , canon, cpplus) = 30 • 1 to 1.5Km of Fibre Optics Cable. The additional Fibre Optics Cable, Ethernet and fiber switches are laid in 2019 connecting IQAC office and Seminar Hall. Wi Fi facility has been installed with latest Cisco wireless controller and Jio Fibre (3 nos). All buildings, Classrooms, Seminar halls, conference rooms and common areas in the campus are now Wi-Fi enabled. We have also subscribed to AIRTEL-ISP with an additional two 100 Mbps Broadband connections.	
6	Students' Canteen/recreational/sports amenities	Yes, The college plays an active supportive role towards the co-curricular activities and providing all types' facilities such as Canteen, Common Room, Toilets, Drinking Water etc. to the students. Specific spaces have been earmarked for extra-curricular activities. College has necessary equipment's for all indoor and outdoor games including yoga. The College provides all necessary facilities to the sportsmen and players of different games. The cultural unit is one of the strong assets of the college. With the changing times, college has realized that cultural activities are not only for entertainment but it also exhibits ones performing skills playing an effective tool for community awareness and can have ample scope for future career opportunities. The college has well facilities canteen for students.	
7	Computer/Language labs (No. of labs & working systems)	Yes No. Labs: 04 (Education, Fashion Designing, Information Technology and Geography)	
8	Special facilities for Persons with Disability (PWD)	Yes	
9	Girls Common room facilities	Yes, well equipped with sanitary napkin vending & destroyer machine, drinking water & toilet facilities.	
10	Hostels	Yes. Only girls Hostel available. Capacity: 30 nos	
11	Sport facilities etc./Gym etc	We have necessary equipment's for all indoor and outdoor games excluding Gym.	

5. Students Support and Progression

Item			
1	Role of Students' Union/Sports events conducted during the session	Yes, The college students' union organized a week-long youth festival among the students of the college. In addition, the students of the college participated in the Youth Festival organized by Dibrugarh University under the leadership of our Students Union. They have led many students to participate in the athletic meets, Inter College competitions under Dibrugarh University and achieved success.	
2	Students' engagements and significant achievements in games & Sports	Yes, <ul style="list-style-type: none"> a. Awarded first position to NCC Cadets of Nazira College in the Republic Day parade organized by the Nazira Sub Divisional Office. b. Nazira College Team secured 4th position on Diha Nam Competition organized by Borhat B.P.B.M. College c. Sarita Doimari secured 3rd position in 16th junior boys n girls Inter District Archery Championship held on April 24th in Kamrup metro. d. Bargav Dutta played Ranji Trophy and Mustaq Ali trophy for the state of Assam in 2024. e. Zubin Garh participated in Under-17 District Level Football Tournament held at Jorhat and won the best midfielder award. He also participated in the Youth League held in Shillong, where his team was Runners up in the event. f. Debasish Saikia, Sanjay Bhumij, Samiran Boruah, Manjeet Gogoi, Bikiron Dhekial Phukon and Ujjal Tasha were selected for Dibrugarh University Football (Men) Team for participation in North East Zone Inter University Football (Men) Tournament held at Nagaland University. g. Mainu Rajghar Won 2nd position in Marathan competition organized by 	

		<p>Tai Ahom Yuva Parisad and Red Cross Society, Simaluguri.Secured 2nd position in 800 meter above 19 years women at the LAC Level competition of Khel Maharan held in 3rd November, organised by Sports and Youth Welfare Department, Govt. of Assam.Participated in the DU Red Run 2024, organized by Red Ribbon Club, Dibrugarh University on 10/09/2024.Represented Dibrugarh University in the State-Level Marathon Competition at Gauhati University.</p> <p>h. Aoikheek Gogoi secured 1st position in Discuss Throw in Inter College Athletic Meet held at Moridhal College on 18th January,2024.1st position in Shot Put in Inter College Athletic Meet held at Moridhal College on 18th January,2024.1st position in 200 meter in Inter College Athletic Meet held at Moridhal College on 18th January,2024.1st position in Hammer Throw in Inter College Athletic Meet held at Moridhal College on 18th January,2024.</p> <p>i. Riya Dutta Participated as a player in 2nd Fast5 Junior National Netball Championship held at Jawaharlal Institute of Technology, Madhya Pradesh from 28th to 31st January. Secured 1st position in 100 meter in Khel Maharani,2024. Awarded best player in Kabaddi n team won Gold in Khel Maharan,2024.</p> <p>j. Purnima Rajput secured 3rd position in 400meter event in Khel Maharan, 2024.</p> <p>k. Jibon Singh Rajput secured 2nd position in 400meter event in Khel Maharan,2024.</p> <p>l. Martina Mili secured 1st position in weight Lifting women held in J.H.S.College, Jhanji in Inter College Weight Lifting Competition from 20th December to 22nd December.1st position in Power Lifting women held in J.H.S.College, Jhanji in Inter College power Lifting Competition from 20th December to 22nd December.</p>	
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		<p>m. Gaurav Borgohain participated in the NCC Nau Sainik Camp in Lakshadweep in December.</p> <p>n. Bristi Rajkhowa, Rashmi Sarma and Afrin Begum, NCC Cadets attended the IGDC- I held at SHILLONG w.e.f. 7/5/2024 to 16/5/2024.</p> <p>o. Aproli Baruah and Rahul Borgohain from NCC Unit attended Shooting Camp held at Udalguri Ww.e.f. 3/5/2024 to 12/5/2024.</p> <p>p. Bristi Rajkhowa, Hemalata Thapa, Aproli Baruah, Bastav Neog, Himanshu Konwar, Nabajyoti Gogoi and Bhargav Bezbaruah, NCC Cadets attended Pre-Nausainik Camp held at Jorhat w.e.f. 7/7/2024 to 14/7/2024.</p> <p>q. Hemalata Thapa, NCC Cadet attended the Nau Sainik Camp held at Mumbai w.e.f. 25/8/2024 to 5/10/2024.</p> <p>r. Afrija Begum, NCC Cadet attended Pre-RDC Camp held at Jorhat w.e.f. 4/12/2024 to 15/12/2024.</p> <p>s. Bristi Rajkhowa, Afrija Begum, Trishna Rajkumari and Gaurav Borgohain, NCC Cadets attended CATC Camp held at Shillong w.e.f. 3/9/2024 to 14/9/2024.</p> <p>t. Prakash Hatimuria, NCC Cadet attended The Tracking Camp held at Jharkhand w.e.f. 29/11/2024 to 6/12/2024.</p> <p>u. Gautam Raidongia, NCC Cadet attended the EBSB Camp held at Tripura in 2024.</p> <p>v. Afrija Begum, Gaurav Borgohain and Rashmi Sarmah, NCC Cadets attended the PRE RDC - I Camp w.e.f. 19/10/2024 to 28/10/2024.</p> <p>w. Sikhamoni Boruah, Student of M.A. Department of Assamese, Cleared</p>	
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		UGC NET, 2024	
3	Capacity building and skills enhancement initiatives taken by the College	<ol style="list-style-type: none"> 1. A summer workshop on “Professional Bridal Make-Up” was organized by the Student Union and College Teachers Association, Nazira College from 24th July to 30th July, 2024 in the premises of Nazira College. 2. A Workshop on Self-Defence was organized by the Students Union, Nazira College in collaboration with the Ashihara Karate School of Assam on 28/07/2024. 3. A Workshop programme on vermicomposting was organised by the NSS Unit in 2024. Interested students participated in the event. 4. A Workshop programme on "Commercial scientific mushroom cultivation for socio economic development of Rural people" was held on 01/04/2024. Dr. Banashree Medhi, Subject Matter Specialist (Plant Protection), Krishi Vigyan Kendra, Sivasagar delivered the lecture on the topic with power point presentation. 5. A Workshop Vermicomposting was organised by the NSS Unit in 2024. Sri Jayanta Dutta, Renowned Cultivator of Dikhowmukh participated as the Resource Person who practically demonstrated the process of Vermicompost to the participants. 	
4	Career guidance Cell activities	<ol style="list-style-type: none"> 1. A counselling programme in Implementation of curriculum with adherence to NEP organized by the career counselling and placement cell, Nazira College in collaboration with IQAC, Nazira College on 9/10/2023 	

		<p>2. An Interaction session of Teachers and students of Nazira College in collaboration with Royal Global University were organized on 29/04/2024. Career prospects for students and professional and several opportunities were discussed in the session.</p> <p>3. Career counselling programme organized by the career counselling and placement cell of Nazira College in Collaboration with Tusti Foundation on 06/10/2024. Resource person for the programme was Khusbu Rohman, Lanuja Boruah and Safiqul Ahmed.</p> <p>4. A seminar was organized about application of Artificial Intelligence in NEP curriculum organised by IQAC, Nazira College and ICT Academy on 23/08/2024. Resource person was Gregory Manoj.</p> <p>5. Career counselling programme organized by career counselling and placement cell, Nazira College in collaboration with Chandigarh group of College, Mohali on 04/10/2024. Suman Chandra Arandhara was the resource person for the programme.</p> <p>6. A Career Awareness Programme was organized by the Career Development and Psychological Counselling, Assam Down Town University in collaboration with IQAC, Nazira college on 03/04/2024. The Resource person for the programme was Gitartha Pratim Kusre, Assistant Professor, Assam, Down University.</p>	
5	Record of contributions by Alumni Association	<p>Alumni Contribution: 50000.00</p> <p>Philanthropic contributions: Rs. 46000.00</p> <p>The Alumni Association is Registered under Societies Registration Act.</p>	
6	College has a transparent mechanism for timely	Yes, the college conducted online feedback timely. After collection of the data the concern committee analysed the data and prepared action taken report.	

	redressal of student grievances including sexual harassment and ragging cases record/Grievance Redressal Cell						
7	Record of Anti-ragging cell	Yes Anti Ragging Affidavits are collected from the students, parents as per the guidelines of UGC during Admission Period. Awareness and Counselling Programmes at the beginning of each session & monitoring are done during initial stages of each academic session.					
8	Drinking water facility	Yes, RO Drinking water facilities available in the college.					
9	Healthcare facility	Yes, Primary healthcare facilities available in the college.					
10	Records of students progressing to higher education	Higher Education, 2023-24					
		Sl No.	Name of the students	Department	Course	Admitted Institution	
		1	Disha Dhekial Phukan	Sociology	M.A	Assam Women Univer	
		2	Kankana Charaimuriya	Political Science	M.A	Assam Women Univer	
		3	Chayanika Saikia	Assamese	M.A	Nazira College	
		4	Alpita Shome	Geography	D.EL.ED	Nagaon	
		5	Twinkle Rajkumari	Geography	M.A	Gargaon College	
		6	Gayatri Gogoi	Education	PGDCA	SAI Ram Institute	
		7	Debolina Gogoi	Education	PGDCA	NDC Gelakey	

		8	Pubali Buraguhain	Education	PGDCA	NDC Gelakey	
		9	Juli Chetia	Education	M.A	Debraj Roy College	
		10	Asfia Begum	Assamese	Internship	ONGC Nazira	
		11	Ashma Begum	Political Science	Internship	ONGC Nazira	
		12	Rupjyoti Koiri	IT	Instructor	Krishna Computer training	
		13	Laboinya Gogoi	Assamese	PGDCA	NDC Gelakey	
		14	Priyanuj Chetia	Assamese	ITI	Gargaon ITI	
		15	Arpon Maut	Sociology	ITI	Nazira ITI	
		16	Pritishna Bora	Sociology	DCA	Arizan –Institute	
		17	Pronami Chetia	Sociology	DCA	Arizan - Institute	
		18	Juli Borguhain	Sociology	ITI	Kaziranga ITI	
		19	Syeda Ajhara Jannat	Education	Internship	ONGC Nazira	
		20	Gitali Dutta	Assamese	PGDCA	Arizan-Institute	
		21	Mallika Dihingia	Assamese	PGDCA	Arizan-Institute	
		22	Rajashree Konwar	Sociology	PGDCA	Arizan-Institute	
		23	Jabin Sultana	Political Science	M.A.	KKHSOU-Nazira	
		24	Principriya Dutta	Sociology	PGDCA	SRI Ram Institute	
		25	Mousumi Dihingia	Sociology	M.A	KKHSOU-Gargaon College	

		26	Aditi Lahon	Assamese	M.A.	Nazira College	
		27	Afridur Rahman	Geography	ITI	Kaziranga ITI	
		28	Sahil Ali	Geography	Banking Course	IBPS Dibrugrah	
		29	Mousumi Kahar	Sociology	M.A.	KKHSOU- Gargaon	
		30	Parthana Gogoi	Education	PGDCA	NDC Gelakey	
		31	Dharity Gogoi	Education	PGDCA	NDC Gelakey	
		32	Pinkey Dey	Education	Sonari College	PG in Education	
		33	Utpal Gogoi	Education	Sibsagar University	PG in Education	
		34	Rakesh Mal	Education	Sibsagar University	PG in Education	
		35	Deepsikha Kalita	Education	NE Fire Service Academy, Dibrugarh	Fire Service	
		36	Phonibhushan Bailung	Education	NF Service Academy, Dibrugarh	Fire Service	
		37	Jimi Gogoi		Gargaon College	PGDCA	
11	Records of Students benefited by scholarships and freeships provided by the Government	Free Waiver		296		1,15,9450	
		Post Matric OBC		93		7,44,000	
		Ishan Uday		4		2,40,000	
		Post Matric OBC (renewal)		17		1,36,000	

6. Governance, Leadership and Management:

Item		
1	To realise the Institutional vision and Mission by the administration	The Nazira College was established to provide higher education to the students of Nazira and its surrounding area especially to economically weaker section of the society. The nature of governance is collaborative by incorporating all its stakeholders. The Governance is fully transparent, democratic and all inclusive. The Governing Body of our college is the key policy making body, members of which are nominated as per the state govt. norms where all stakeholders are well represented and it makes the key policy (perspective/strategic) decisions inspired by its vision and mission and also in compliance with the directions given by UGC, MHRD, Government of Assam and the affiliating University, considering important proposals for the development of the institution. The Management enlists the talents of the staff in shouldering various administrative responsibilities and appoints them as officials that include Principal, Vice Principal, HODs, IQAC Coordinator, Controller of Examinations, Office Superintendent and Coordinator of various cells. In order to implement and achieve the charted-out perspective plans, IQAC has devised the action/strategic plans. That the governance is put across by implementing different activities in decentralized and participatory way throughout the academic year fulfilling the vision and mission including Earn and Learn scheme for needy students irrespective of their caste, creed and religion.
2	Distribution of works among the academic/administrative staffs	Our college has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system. The Governing Body delegates the entire academic and operational decision- based policy to the Academic Monitoring Committee headed by the principal to fulfil the vision and mission of the college. Academic Monitoring Committee formulates common working Procedures and entrusts its implementation to the faculty members. The GB gives suggestions and monitors the procurement, introduction of new programs and welfare activities. The principal of the institution is responsible for executing academic, non-academic and administrative activities. Faculty members are given representation in various committees/cells and allowed to conduct various programs. They are encouraged to develop leadership skills by being in charge of various academic, co-curricular, and extra-curricular activities. Students are entrusted to play an active role in co-curricular and extra-curricular activities, NSS, social services etc. In regard

		to participative management, the institution promotes a culture of participative management by involving the staff, students, alumni, parents in various activities. All decisions of the institution are governed by management of facts, information and objectives. Both students and faculties have freedom in expressing themselves for incorporation of suggestions leading to the improvement of academic excellence- our motto.
3	Faculty Development Program initiatives	Yes. Faculty Development Program was organized by Nazira College on Stress Management from 4 th April, 20223 to 10 th April, 2023.
4	Staff Welfare Initiatives	The college has Debit & Credit Co-Operative Society for financial support of Teaching and Non-Teaching staff.
5	Financial management and Audit of finances	Institution's Accounts are audited regularly by Internal and External auditors. The Governing Body verifies and approves the Audited statements, Income and expenditures, Budget proposal etc., Implementations/follow-up suggestion are given by the Governing Body members. Books of Accounts are prepared as per statutory requirement. Vouching of all bank and cash transactions, Ledger scrutiny, analysis of fixed assets registers, cash book, advance register, checking of bank reconciliation statement, scrutiny of all documents relating to purchase of fixed assets are verified by the Chartered/Govt. Auditor. Accordingly, audit reports are submitted with their observation and objection/recommendation, if any. The principal in consultation with the accountant and approval by the Governing Body, audits objectives are fulfilled. The principal and the committees of the college monitor the use of resources received from the Government, UGC and Non-Government Sectors. The Governing Body reviews the use of resources including audit, budgets and accounts and recommend for effective mobilization of funds. Institutional budget is prepared regularly and the major financial transactions are analysed and verified by the Governing Body. In purchasing process, quotations are called and order is placed. All transaction has transparency through bills and vouchers, Net Banking/RTGS/NEFT payment system. The Purchase committee ensures the whole purchasing process.
6	Resource Mobilization	The college is fully aided by the Govt. of Assam and included under section 2(f) section 12B of the UGC Act, 1956. It is fully eligible to receive the grants under various schemes of UGC. The college mobilizes funds for its regular activities from various agencies. Apart from this, the college mobilizes funds through alumni contribution/donation, individuals, and self-financed courses etc. The college generates financial resources through its stake holder's

		<p>Government, NGOs, Affiliated university, UGC, local well-wishers, alumni students and public representatives. The college has very transparent mechanism of auditing and specific committee for utilizing this grand and resources. Resource Mobilization Policy and Procedure: As per the rules and regulation of the institution, the college takes initiative to raise the funds. The members of CDC, teaching and administrative staff, existing alumni students contribute to mobilize the resources for college. Students' tuition fees and the college development funds are the primary sources of resource mobilization. Optimal Utilization of Resource: The College maintains its infrastructure updated from time to time. It has prepared its policies for effective implementation and optimal utilization of its resources. Officially appointed peons maintain the cleanness of the classroom and campus of the College. Few contractual support staff is appointed through proper channel. The received funds are collected and used through the Cheque, RTGS or NEFT mode. As per the priority and advised of CDC the funds are utilized for infrastructural development and beautification, ICT device and up gradation, student development and necessary equipment for the skill-based courses. Each and every single rupee received, is spent utilized proper channel, such as quotation, discussion with consented committee and Cheque or on line payment system, the college local community to make this task as a mission.</p>
7	<p>Quality assurance initiatives of the College/Functioning of IQAC/Committees in (Minutes of the meetings)/participation in NIRF etc.</p>	<p>Minutes of the IQAC meeting Meeting :1 Date : 01.07.2023 Venue : Office of the IQAC, Nazira College Agenda: 1. Discussion on last year Academic Activities. 2. Proposed Academic plan for new session. 3. Discussion on the celebration of various important days Attendees: Dr. Raju Phukan (Principal), Mr. Jatin Borgohain (President, GB), Dr. Jyoti Ranjan Mili (Coordinator, IQAC), Dr.Ajit Chandra Borah, Dr.Suresh Rajkonwar, Sujata Borthakur, LuichHandique, Achyut Hazarika, Pabitra Sarma, Jugal Bharali, Dr. Jibon Kalita, Purna Kanta Gogoi.</p>

		<p>Outcomes/Decisions:</p> <ol style="list-style-type: none"> 1. The meeting discussed the last year academic activities and identified the strengths and weaknesses of students-teachers and discussed the future course of action details. 2. The IQAC Committee tasked Dr. Ajit Chandra Borah, Associate Professor and Mrs. Sujata Borthakur, Convener, Curricular Aspects to prepare Student Centric Academic calendar for the session, 2023-24 under the supervision of Jugal Bharali, Vice Principal, Nazira College. 3. Each Department displays the internal mark sheet in notice board and encourages the students to give feedback. 4. The meeting suggested to each department to follow the internal marks given mechanism of as per university guideline. 5. The committee decided to increase the fine rates of non collegiate students in order to increase the attendance rate of the students. 6. The meeting entrusted Panchanan Saikia, Faculty of IT and Pranjali Pratim Dutta, Faculty of FD with the responsibility of carrying out the necessary activities to continue the courses as Bridal Makeup & Hand Embroidier under the supervision of Dr. Raju Phukan, Principal, Nazira College. 7. The Meeting entrusted to Dr. Pallab Jyoti Konwar, Associate Professor, Department of Economics and Dr. Suresh Rajkonwar, Department of Education and Dr. Jyoti Ranjan Mili, Coordinator, IQAC to carrying out the necessary activities for applying national/international seminar/workshop etc. 8. The meeting prepares a list of various days to be organized and distributed those among the departments. <p>Meeting :2 Date : 25.11.2023 Venue : IQAC office, Nazira College Agenda 1. The cell Reviewed and confirmed the minutes of previous meeting 3. Discussion regarding the MOUs 4. Feedback Report</p>	
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		<p>Outcomes/Decisions:</p> <ol style="list-style-type: none"> 1. The committee decided that the IQAC Coordinator will provide a Checklist of required data to the HoDs and the Conveners of various Criteria will provide necessary assistance to the HoDs. 2. The committee requested the signatory departments to actively carry out the activities under the MOUs. 3. The committee directed Sujata Borthakur and Panchanan Saikia to prepare a feedback report. The principal suggested that the entire process of receiving feedback be done online. <p>Meeting: 3 Date : 01.01.2024 Venue : IQAC office, Nazira College</p> <p>Agenda</p> <ol style="list-style-type: none"> 1. The cell Reviewed and confirmed the minutes of previous meeting 2. Progression of AQAR 3. Published Research Journal/Book 4. Regarding faculty members Seminar paper presentation, publication of Research Paper, Participation in workshops, FDP etc. <p>Outcomes/Decisions:</p> <ol style="list-style-type: none"> 1. The committee reviewed the record of research work of the faculty and requested the faculty to increase their research works. 2. IQAC Coordinator Dr. Jyoti Ranjan Mili, presented AQAR in front of the committee. After presentation committee was allowed to submit the AQAR. 3. Principal Dr. Raju Phukan suggested to publish a research base ISBN book, and entrusted to Mr. Rajib Borah for further action. 	
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		<p>Meeting: 4</p> <p>Date : 24.05.2024</p> <p>Venue : IQAC office, Nazira College</p> <p>Agenda</p> <p>1. The cell Reviewed and confirmed the minutes of previous meeting Agenda</p> <p>3. Discuss on Feedback Report</p> <p>Outcomes/Decisions:</p> <p>There is a detailed discussion on the future plan to be taken by the teachers and staff based on the feedback given by the students.</p>	
8	Implementation of e-governance in areas of operation	<p>The College Implementing of e-governance in areas of operation--</p> <p>1. Administration, 2. Finance and Accounts, 3. Student Admission and Support, 4. Examination. The following agencies used for smooth implementation of E-Governance.</p> <p>1. For Administration: Prag Infosystem, Ghy.,94351-10140/41</p> <p>2. For Finance and Accounts: Tally Solutions Pvt. Ltd, Ms. Cyberhub Computers,9435500406</p> <p>3. For Student Admission and Support: Samarth online portal (initially Bandhoi Solutions, Ghy, 7002567519/7086897216)</p> <p>4. For Examination: Online Examination Portal of Dibrugarh University, 8928806746</p> <p>5. For College staffs all types of uploads are already done in HRMIS Modules in Samarth Portal</p>	
9	Professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years	<p>The College organized a faculty Development programme on Stress Management from 4th April, 2023 to 10th April, 2023.</p>	

10	Number of Teachers undergoing FDP (Online/offline)	30	
11	IQAC	The IQAC of the institution was formed in 2005 and after the first, second & 3 rd cycle of assessment and accreditation by NAAC in 2004, 2010 & 2021 respectively, it channelizes all efforts and measures of the Institution towards promoting its academic excellence. The IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals. IQAC reviews the status of the teachers' work and performances such as workloads, Ph.D. thesis submission, research publication, research projects, Guidance, Seminar participation/presentation, Promotion and other academic & extension activities of the College. The IQAC encourage teachers for the Ph.D. Registration and submission of Research/Seminar/Workshop proposals to the various funding agencies. Now, the college has eight Ph. D. holders and one Ph.D. supervisor.	

7. Institutional Values and Best Practices:


	Item		
1	Measures taken for gender equity in the college	<p>Measures initiated by the Institution for the promotion of gender equity during the last five years.</p> <p>Response: 1. Safety and Security: The college is very keen regarding safety and security of the girl students and women faculty members and staff. The following practices are done in this regard. Entire campus of the College is bordered by concrete walls for safety of the college community. Outsiders are not allowed to enter the campus without prior permission of the principal. Students use smart ID cards all times and outsiders are checked by the security staff. The college offers free admission to the economically weaker students. The college has disciplinary committee for continuous monitoring the security within the campus. The complaints related to the violation of disciplines are reported to the concerned staff and placed before the principal and the members of the discipline committee. The complaints can be provided directly to the concerned authority, grievance redressal box or in portals meant for the same. The confidence building is done by organizing workshops and programs on use of</p>	



		<p>sophisticated gadgets for girl students. The college campus is fully covered with sufficient light. The college has Sexual Harassment committee to take necessary action on sensitive issues of the girl students which helps to ensure their vibrant presence. The entire campus is monitored through CCTV cameras. The footages of the recording are often observed and necessary actions are taken, if any suspicious activity is observed, by the principal. The internal complaint committee is set up as per the UGC guidelines. The college staffs have assigned campus supervision to maintain discipline in the campus. The college has adopted mentor mentee scheme to solve the students' individual problems both academic and personal. The staff members strive to solve all kinds of problems of the students. College organizes lectures through eminent personalities to create legal awareness, health and hygiene among the students. College has a separate Girls' Common Room.</p> <p>b) Counselling: Women cell of the college organizes all important activities associated with the counselling of the students. Formal and informal counselling is done in the college. The faculty members and staff members motivate the students to improve their overall personality by participating in various activities organized by the college. The college always inspire the students of weaker section to come to the main stream of the society. The college has mentor mentee scheme, which recommends majority of the mentors to select a mentee especially from the disadvantaged and vulnerable category of the girl students. In the scheme the mentor follows the development of the mentee by providing personal counselling at the different stages regularly. The personal problems of the girl students discussed within the committee are kept confidential.</p> <p>c) Common Room: The institution has provided separate common rooms for both boys and girls. College has girls' hostel for the accommodation of remote students with essential amenities.</p>	
2	Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities	<p>The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination in our college. Though the institution has diverse socio-cultural and linguistic background, we do not have any intolerance towards cultural, regional, linguistic, communal, socio-economic and other diversities. With great fervour, the national festivals, birth anniversaries and memorials of great Indian personalities have been observed. On Rashtriya Ekta Diwas pledge is taken by staff and students every year. The institution organizes seven-day Youth and Cultural festival in the last week of January every year. NSS and NCC Units of our college</p>	

		<p>participate in various programmes related to social issues. We engage ourselves with most of the GOs and NGOs viz., SDO Civil office, Nazira Municipal Board, Sub Divisional Court, Nazira Sub Divisional Library, Govt. Hospital, Rural Libraries, Prabah, Asom Sahitya Sabha, ONGC, Nazira Press Club, etc. Our college has been actively participating in all the national and state integration programmes, developmental activities, national festivals, awareness rallies, and government campaigns etc. regularly. The students of our institution organize cultural programme depicting state and national culture. The college plays pivotal role in dissemination of peace and national integration amongst all.</p>	
3	Best/innovative practices undertaken by the institution	<p>Best Practices of the College:</p> <ul style="list-style-type: none"> a. Extending financial assistance to the poor and needy people b. Regular practice session of Yoga and making students aware of its Use <p>Objective of the practice:</p> <ul style="list-style-type: none"> a. The college community extends charity to the poor and needy people whenever they come into the college seeking such help. They are first identified and a collection move is taken with the faculty members and the students and they move around the college to collect the financial support from the faculty and the students depending upon their capability. At the end, the collected amount is given to that poor person. It is to be noted that the college discourages beggary but such charitable amount do help them to their immediate resolving of economic befall. b. The College encourages the practice of Yoga- a must in the modern time. Two yoga experts are invited to extend necessary training and skilling to the students as well as faculty members to be much benefitted with for keeping healthy mind and body. Yoga has also been incorporated in the regular syllabus of B.A. classes (FYUP). On Yoga Day, the college feels vibrant with energy when all take part in YOGA sessions and are make award of its benefit. 	
4	Management of the following types of degradable and non-degradable waste: Solid waste management Liquid waste	<p>The college campus adopts solid waste management treatments to restrict the pollution. Segregated wastes are dumped in the particular dustbins with green, blue and yellow colours and are available in various corners of the college campus. Cleaning or emptying of the dustbins is being done on a regular basis. The institution is on the verge of becoming paperless</p>	

	management Biomedical waste management E-waste management	as most of the documents, forms, and payments are done on online mode. Most of the official communication and correspondence is done by email, social media and college website. The faculty members and students are regularly advised & motivated to dump waste in separate bins and meaningful slogans are displayed. The old question papers, magazines and other teaching-learning materials can be retrieved and downloaded from the libraries Web OPAC. There is a committee for e- waste management. The non-working & damaged computers, monitors, printers and batteries etc. are sold following the rules of purchase committee. The computers are sometimes repaired and made fit for reuse. The college has set up sanitary napkin vending machine with destroyer placed in washrooms used by the girl students. Liquid waste generated mainly in canteen, and washrooms is segregated and disinfected and let out as effluent into a common drainage facility.	
5	Water conservation facilities available in the Institution	Yes, Link: https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104692/7.1.4_1618028830_4714.pdf	
6	Green campus initiatives Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives: • Green audit • Energy audit • Environment audit	Green Audit Report Link: http://naziracollege.in/wp-content/uploads/2022/04/Green-audit-20-21.pdf Energy Audit Report Link: http://naziracollege.in/wp-content/uploads/2022/04/ENERGY-AUDIT-FINAL.pdf	
7	The Institution has a prescribed code of conduct for students, teachers, administrators and other staffs	Link: https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104692/7.1.10_1618075489_4714.pdf	
8	Institutional Distinctiveness	The college gives priority on skill development of the students so that they can enhance their employability and entrepreneurial ability after completing their bachelor degree. For that, the	

	college has initiated the following programmes: Skill development programme: The College started a skill development programme on Information Technology (IT) & Fashion Designing (FD) in 2015, different courses titled ‘Junior Software Developer’, ‘Associate Data Entry Operator’, ‘Domestic IT Helpdesk Attendants’, ‘Hand Embroidier’, ‘Bridal Make up’, ‘Beauty Therapist’ etc in association with National Skill Development Corporation (NSDC) and Dibrugarh University were undertaken. Different types of skill development workshops-Led Bulb repairing & manufacturing, Mushroom Cultivation, Vermi compost, make ups etc were also initiated. Skill Courses under PMKVY Scheme introduced in 2022.	
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	<p>This AAA report is the result of the inspection/ examination of the facts and documents as regards the total Academia, and Administrative and Academic Governance of the College. The Committee examined and cross-verified the records and facts prepared and provided by the College in strict adherence to the NAAC guidelines based on the Terms of Reference (TOR) given by the Academic and Administrative Audit Committee. Upon thorough checks and verification, the Committee recorded/ endorsed a few observations, recommendations, and suggestions which are given as follows:</p> <p>It is to be noted that records presented by the college authorities bear testimony of the facts. The Committee testified what was presented in the college.</p> <p>Prof. Jogen Chandra Kalita Chairman of the AAA Committee</p>  <p>Prof. J.C. Kalita Dept. of Zoology Gauhati University</p> <p>Prof & Former Head of the Dept of Zoology, & Ex Dean of Science of Gauhati University & Member of the NAAC Mentoring Committee, Govt. of Assam</p>	
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	 Principal Dr. Manjit Gogoi Principal JIINS College Member, Academic & Administrative Audit Committee
	 Dr. Ranjit Kumar Baruah Principal, Dikhowmukh College Member, Academic & Administrative Audit Committee

Recommendations:

1. Steps to be taken to enhance the number of e-contents prepared by the faculty of the college
2. The college may adopt up to 10 villages in the neighbourhood area for conducting basic academics/child education/health and hygiene/gender sensitivity/ drinking water/environmental awareness programs regularly (Villages under UBA may be considered).
3. A structured mechanism to detect slow and fast learners at the beginning of the programme shall be very helpful for the holistic progression of all students. The ICT system can be used for a central database of slow learners and the Principal's office and the IQAC should monitor the progress of such students closely.

4. At least 10 number of nearby High School and HS schools may be adopted academically to encourage students from young age for higher education/Science Education etc. This will also strengthen college extension activities.
5. The College should allow some students from nearby areas in the college run value added and skill development courses in addition to the regular college students.
6. Faculty members may be encouraged to apply for research grants from various funding agencies, including Non Govt. organisations
7. Faculty members may be supported to take part in more quality improvement programmes (QIP) offered by reputed institutions (eg. NIEPA etc) even in online mode.
8. All academic departments should try to organize national/international Seminars/Workshops in collaboration with Govt/Non Govt organization/ industries/Banks/Tea-gardens/Insurance companies etc.
9. More number of certificate/value-added courses be started in the college
10. College should develop a good number of research collaboration with institutions at local/regional/national and international levels.
11. The Placement Cell of the college should help the students in getting employment in various Govt/private sectors jobs. The role of the Cell will be more important and essential for the College as per the provisions of NEP 2020. The Placement Cell may also help the students in getting prepared for National and State level competitive examinations.
12. The Institute Innovation Council (IIC) should help bringing out hidden talents among students as far as start-up and other entrepreneurship efforts are concerned (encouraging Students' start-ups etc.).
13. The strength of the active Alumni Associations may be channelled well in developing the college infrastructure and resources. As they have been doing already, a more structured approach may be adopted to synchronise the efforts of the alumni with that of the college in achieving the Mission and Vision of the College.
14. A few Study Centres may be considered to establish: a. Study Centre for India's Act East Policy b. Centre for Eco-restoration/River restoration, c. Centre for developing English Language Proficiency: IELTS/TOFEL etc.
15. The ICT-enabled classrooms should maintain user registers (Log book) separately and the college can encourage all Departments to use these ICT-enabled classrooms regularly (with prior booking) at least for say, 40 percent of total allotted classes.
16. The Institutional Development Plan (IDP) of the college should focus on obtaining Autonomous status soon and opening up PG as well as PhD/Research program as per the Vision of NEP 2020.
