



Yearly Status Report - 2015-2016

Part A

Data of the Institution

1. Name of the Institution	NAMRUP COLLEGE
Name of the head of the Institution	DR. JITU BURAGOHAIN
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03742503226
Mobile no.	9435059498
Registered Email	principalnamrupcollege@gmail.com
Alternate Email	principalnamcol@gmail.com
Address	Namrup College PO- Parbatpur Namrup
City/Town	Dibrugarh
State/UT	Assam
Pincode	786623
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR. DURGA PRASAD GOGOI
Phone no/Alternate Phone no.	03742503226
Mobile no.	9401708606
Registered Email	principalnamrupcollege@gmail.com
Alternate Email	principalnamcol@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://namrupcollege.edu.in/uploads/files/AQAR%202014-15(2).pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website:
Weblink :

<https://namrupcollege.edu.in/uploads/files/Academic%20Calender%202015-16.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.27	2011	30-Nov-2011	29-Nov-2016

6. Date of Establishment of IQAC

25-Feb-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
1. Students Workshop on Basic laboratory techniques of	24-Sep-2015 7	35

Biotechnology & Biology		
2. Uploading of college data to the management Information system(MIS) of MHRD	19-Feb-2016 1	5
3. IQAC Meeting	17-Sep-2015 1	14
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Namrup College	Epoch Making Social Thinkers of India under the scheme Gandhian and Ambedkar Study Centre	UGC	2015 365	600000
Namrup College	Seminar	UGC	2016 2	120000
Jayanta Hazarika	Salary for substitute Teachers	UGC	2015 90	142416
Namrup CollegeE stablishment of	Biotech Hub	DBT	2016 365	493000
Namrup College	GDA	UGC	2016 365	1868000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. UGC sponsored certificate courses on Gandhian and Ambedkar philosophy

2. Inspiring the College Teachers for ensuing research activities

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

Plan of Action	Achievements/Outcomes
1.Made provision of UGC sponsored courses	1. Different certificate courses were introduced and continued with an objective to facilitate the students about different fields apart from their regular syllabus of their curriculum. Under the UGC scheme of Community College, certificate courses on Tea Plantation Management and Office Automation Eservices were provided for the college students and the local youths. Certificate courses on Spoken English by the Dept. of English and certificate course on Herbal Medicine by Dept. of Botany were carried.
2.Implementation of Philosophical and Value education to the student community	2. The college has two study centre sponsored by UGC, viz., Gandhian Study Centre and Ambedkar Study Centre. By taking into account the relevance of the philosophy and ideology of these two great Indian thinker students were provided certificate courses on Gandhian and Ambedkar Philosophy. 50 students were enrolled in the 6 month certificate course on Gandhian Philosophy and 18 students were enrolled in the 6 month Certificate course on Ambedkar Philosophy.
3.Motivating teachers to adopt research atmosphere	3. The teaching faculties of different departments were encouraged to present papers in different seminars & conferences and also to publish their research articles in journals. 6 nos teachers have presented seminar papers in National seminars and 1 no teacher presented papers in international conference at University of Jyvaskyla, Finland. 8 nos teachers also published their research
4.To encourage students for project based studies	4. The project work for students has been operated by some departments of

the college. The departments of Zoology, Botany and Education engage the students in project work.

5. To conduct National Seminar

5. Initiatives have been made to conduct UGC sponsored National Seminar on Biological Research in NE India

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<p>14. Whether AQAR was placed before statutory body ?</p>	<p>No</p>
<p>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</p>	<p>No</p>
<p>16. Whether institutional data submitted to AISHE:</p>	<p>Yes</p>
<p>Year of Submission</p>	<p>2016</p>
<p>Date of Submission</p>	<p>19-Feb-2016</p>
<p>17. Does the Institution have Management Information System ?</p>	<p>Yes</p>
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>To maintain a healthy relationship of the students and their guardians with Namrup College, the college has a very informative prospectus from where they could access information about the college and various courses offered by the college along with fee structure of each course. Namrup College has a well maintained websites which provide updated information at anytime about the college. The college is also equipped with an Electronic Notice Board which displayed various information related to the students and the college. Namrup College also has a public addressing system which is used for different purposes like different meetings alongside cultural activities, seminars, competitions etc. Teacher attendance was recorded with the help of teacher's attendance sheet as well as biometric system and this is maintained by the Administrative branch of the college. Moreover, teachers themselves also maintained their records of class and topic taught etc. by using academic diaries present at their department. Various important</p>

records related to students viz. student enrolment, admission of students and all examination related documents were maintained manually as well as digitally in computer database by the office of the college. At the department level, various records like student attendance, class routine, course plan, internal assessment and departmental activities (seminar, awareness program, field study etc.) were documented manually but some of the records like internal assessment were also shared with the administrative branch of the college. Records of student activities especially extra curricular activities were maintained in printed format in the college magazine. To maintain leave of teaching and non teaching staff properly, administrative branch of the college maintained proper leave application so that the staff could easily assessed their available leaves. Management Information System (Partial) 20152016: The College has Management Information System (Partial) which are as follows: • College prospectus • College website • Electronic Notice Board • Public Addressing System • Recording of Teacher's attendance by teacher attendance sheet and punching machine • Teacher's academic diaries • Record of students enrolment, admission, examination related documents

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Since this college is affiliated to Dibrugarh University, the revision and up gradation of the syllabus is done by the university. But the college has a mechanism for effective, documented curriculum delivery. At the beginning of each academic year every department in general and individual faculty member in particular provides the teaching plan to the students through displaying at the departmental and general notice board. These course plans are prepared, so that students are able to measure with a degree of clarity, what portion of the curriculum will be delivered at the stipulated time frame of the academic session. Regarding imparting education to the students, the college faculty provides knowledge through traditional lecture method by using blackboard, and seminar. Besides these, some faculty also uses ICT based tools like over head projector and power point presentation. At the time of commencing each academic session, students were motivated and encouraged to pursue education in a

holistic way through counselling. Participated learning is encouraged through activities like group discussion and seminars. The internal assessment is done in accordance with the guidelines of the university. The Sessional exam related to internal assessment is conducted by each department and the examined scripts are shown to the students and there by efforts are made to refine the writing skill of the students. The mark sheet of Sessional exam, seminars, and mark list of group discussion etc are documented by each department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
UGC sponsored certificate course on Spoken English	Nil	01/02/2016	180	Nil	Skill Development
Nil	Tea plantation and management	01/02/2016	365	Employability in the neighbouring tea state and Entrepreneurship	Skill Development
Nil	Office automation and e-services	01/02/2016	365	Employability in different offices	Skill Development
UGC sponsored Course on Ambedkar Philosophy	Nil	02/04/2016	180	Nil	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	N/A	Nil

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

	Certificate	Diploma Course
Number of Students	284	50

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Field study project on "Environmental issues" around the Namrup Township performed by the students of department of Zoology	3
BSc	Field study project on ecological study at Merbeel Wetland performed by the students of department of Zoology	3
BSc	Skill enhancement Industrial Training organized by department of Chemistry in collaboration with Brahmaputra Valley Fertilizer Cooperation.	6
BA	A study of Socio-Economic status and Education on Panisukia Ban Gaon of Dibrugarh District, Assam by the students of department of Education	8
BSc	Students project on "Screening of microorganism from fermented food by the students of department of Botany.	2
BSc	A field base project on diversity of ecology in Dibru-Saikhuwa biosphere reserve performed by the students of department of Botany.	5
BSc	Field study at College Botanical garden by students of Botany department	2
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

Not imitated

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Degree	180	160	155
BSc	Degree	120	45	40

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	411	Nil	28	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
28	7	28	1	Nil	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Namrup College follows a mentoring process departmentally. The departmental faculty members (mentors) are involved with the respective students for better guidance, career progression, academic development as well as psychological well being. Mentors are helped them by counselling on different issues besides their doubt in academic sides. At the very beginning of the new academic session, the faculty members conduct an orientation programme to make them aware about their upcoming academic session. Students are benefited from mentors through such activities.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio
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institution		
411	28	1:15

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	28	5	Nil	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nil	SEM I	28/11/2015	15/02/2016
BSc	Nil	SEM I	28/11/2015	15/02/2016
BA	Nil	SEM II	27/05/2016	14/07/2016
BSc	Nil	SEM II	27/07/2015	14/07/2016
BA	Nil	SEM III	30/11/2015	15/02/2016
BSc	Nil	SEM III	30/11/2015	15/02/2016
BA	Nil	SEM IV	26/05/2016	14/07/2016
BSc	Nil	SEM IV	26/05/2016	14/07/2016
BA	Nil	SEM V	01/12/2015	15/02/2016
BSc	Nil	SEM V	01/12/2015	15/02/2016
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1. Unite Tests were conducted after the completion of units/topics by some departments, 2. Photocopy of answer scripts were provided to the students on demand, 3. Rescheduled Exams are held within a specific period for students who fail to appear in the sessional exam for genuine reasons.

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

The academic calendar for the session 2015-16 was prepared to convey the examination schedule, teaching days, celebration, results, holidays, vacations etc. The admission process of BA BSc 1st semester classes also BA BSc Part-II and Part -III classes was completed within 15th -30th June, 2015 and the classes started from 1st August, 2015. Qualifying Test for the Major students

were held for selection of Major students by the concerned departments. 1st and 2nd Sessional examination for the BA/BSc1st Semester classes were to be conducted by the teaching departments accordingly as possible to the scheduled dates in the academic calendar which was mentioned as 17th - 25th August, 2015 and 1st -10th Oct., 2015 respectively. Group discussion or seminars are organised by all departments as notified in the academic calendar as 1st - 10th Sept., 2015. The results of the sessional test and seminar or group discussions are notified as mentioned in the academic calendar. By 17th October, 2015 the odd semester classes were completed. As mentioned by the affiliated university the scheduled date of end semester examination was notified as within 1st -30th November, 2015 of both BA BSc programmes. The even semester classes were scheduled in the academic calendar as January-April, 2016. The scheduled date of Final examinations of even semester was notified in the academic calendar as 23rd May, 2016. The sessional test and group discussion / seminars and assignments are held as per the possible dates notified in the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nil	BA	Degree	89	50	56.18
Nil	BSc	Degree	27	18	66.67
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Not done](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	DBT	493000	493000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Political Science	1	Nil
International	Physics	3	Nil
International	Botany	1	Nil
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Assamese	1
English	1
Physics	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations	Institutional affiliation as
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					excluding self citation	mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	6	Nil	Nil
Presented papers	1	7	Nil	Nil
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
One day training on "dye and pickle making" dated on 2nd March 2016	Women Studies and Development Cell	2	55
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness	Green Life Society	AIDS AWARENESS	3	22
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the	Name of the	Duration From	Duration To	Participant
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	linkage	partnering institution/ industry /research lab with contact details			
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Nil	12624597

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
College Management System	Partially	Nil	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	869	292163	40	7165	909	299328
Reference Books	434	180608	68	32547	502	213155

Journals	14	Nil	Nil	240	14	240
CD & Video	20	Nil	Nil	Nil	20	Nil
Library Automation	1	Nil	Nil	Nil	1	Nil
Others(s pecify)	1	Nil	Nil	Nil	1	Nil
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	28	0	4	1	1	3	16	0	0
Added	3	0	0	0	0	1	2	0	0
Total	31	0	4	1	1	4	18	0	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Nil	1128314	Nil	1529271

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

<p>The college authority constitutes sub-committees for maintaining and utilizing physical, academic and support facilities. Sub-committees prepare plan and estimate as per their requirement and follow guidelines of UGC or other funding agencies. After getting approval from college management</p>

committee (Governing body) the respective committees take necessary steps to accomplish their job within stipulated time frame. College authority along with office staff maintains proper account, audited the same and submit utilization certificate to the authority concerned.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Popular talk on Ecological Food print	09/09/2015	75	In house
Seminar on Budget 2016-17 and application of Ambedkar Principles	05/03/2016	10	Ambedkar Study Center
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2015	3	BSc	Chemistry	1) Sikkim Manipal Institute of Technology 2) Gauhati University 3) Gauhati University	MSc
2015	2	BA	Assamese	DODL, Namrup College Centre	MA
2015	2	BA	Sociology	1) Dibrugarh University, 2) Dibrugarh University	1) MA (Distance mode) 2) MSW
2015	2	BSc	Botany	1) Dibrugarh University, 2) University of Science and Technology, Meghalaya	1) & 2) M. Sc in Biotechnology
2015	1	BSc	Physics	Tezpur University	M. Sc in Nano-Technology
2015	1	BA	Economics	Dibrugarh University	B Ed
2015	1	BA	Education	Tezpur University	MA
2015	3	BSc	Zoology	1) IIT, Roorkee 2) Bodoland University 3) D. L. Ed.	1 & 2) M. Sc Biotechnology 3) Teaching certificate course
2015	2	BA	English	1.	MA

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Literacy competitions during college week	Institutional level	74
Cultural competitions during college week	Institutional level	175
Sports (boys girls)	Institutional level	110
Inter College Taekwondo Tournament	University level	83
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

1. College Magazine: Namrup College student's forum published a magazine name "KOTHIA" biennially with the supervision of teacher. 2. Guidance and counselling: Career guidance and counselling cell conducted related programme on time to time. 3. National Service Scheme (NSS): NSS unit of Namrup College organized volunteer camp in nearby area and take part in every programme organized by the college. 4. Student Aid Fund: Financial aid provided to the poor and meritorious students on selective basis by the college authority, Women Cell and Development Cell and Teacher Unit of Namrup College. 5. Best Graduate Award: Students who got highest marks in the degree final examination awarded the "Best Graduate Award" on the college establishment day programme. 6. Memorial Lecture, Debate and Essay competition: Namrup College organized "Bhaba Konwar memorial Lecture's as a part college establishment day programme. Essay competition also organized among the students in different occasions. 7. Excursion: College has organized excursion tour for the selective students in every year. 8. Student Union: Namrup College Student Union Election held every year to give freedom to share their issues and solution to the authority, to develop leadership as well as co-curricular activities among the students. 9. Facilities for the students: (a) Sports facility: College has an indoor stadium and big playground where students can practice and prepare for competitions.

(b) Hostel facilities: A well equipped girls hostel is running in the college campus. (c) Canteen: Canteen facilities for the students where the provision of hygienic food items and drinking water facilities. (d) Computer lab and internet facilities are provided for students. (e) Language lab is set-up in the department of English. (f) Library: College library provides text books, reference books, magazine, journal, news papers etc. For the students. (g) Biotech Hub: College has Institutional level Biotech hub that sponsored by Department of Biotechnology, Govt. Of India. Through this hub, college students can avail laboratory facilities for their practical and project works. Besides these, biotech hub has facilities for ICT based class teaching. (h) Spoken English Course: English department provides spoken English course. (i) Laboratory: College has provided laboratory facilities for science and arts students according to their requirements. (j) College has formed different societies by the active support of students. The aim of these societies is to create leadership, responsible social workers, smooth conduct of different programme in the college. (k) During the academic session of 2015-16, College has organized Inter-college Taekwondo Tournament - 2014 for consecutive 3rd year that held on 13th and 14th October 2015 to create better environment in sport and to encourage youth towards sports from the region. l) During the academic session 6 students from chemistry department were undergone industrial training at Brahmaputra Valley Fertilization Corporation.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

12

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. The college has a decentralised system of working. Several steps are taken for distribution of power and duties. For instance, different committees are formed to look after different academic /administrative works of the college. There are examination committee, library committee, beautification committee, construction committee etc. Each member of the college is associated with one or more committee. These committees are remained accountable for the performance and development in the concerned Fields. 2. Secondly, to conduct the final examination, different officer-in-charges are selected from the experienced faculty members to conduct examinations for different semesters. The selected in-charges are liable to assign duties to other teachers as Invigilator, make arrangements for examination related settings, and do all the other tasks related to the examination.

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

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Since the college is affiliated to Dibrugarh University, all the steps regarding curriculum development is taken by the University itself.
Teaching and Learning	For effective teaching and learning Audio-visual system is used in some classes. Students' progress is regularly monitored through unit test, sessional test, seminars/group discussion and home assignments. Extra-curricular programmes like Quiz, debating and cultural competitions are held to improve the overall knowledge of the students. Talks by special invitees are also arranged on certain topics.
Examination and Evaluation	Unit tests and sessional examinations are held regularly. Final examinations are held according to University schedule. Many of our teachers take part in the evaluation process of the final examinations. Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates etc are conducted by departments to evaluate the students.
Research and Development	Teachers are encouraged by the authority to initiate research. One teacher was engaged in research work for PhD. Moreover, the teachers of the college regularly attend seminars and publish their research articles in national and international journals.
Library, ICT and Physical Infrastructure / Instrumentation	The college Library is well equipped with reading room, adequate books and journals and internet facility. Text books and Reference books of all subjects were bought in this year. A Network Resources Centre was there for the use of students and faculties.
Human Resource Management	Time to time notifications are given from the authority to the teaching and non-teaching staff for regular and punctual execution of their duties.

	Meetings between authority and the teaching staff are held to discuss on various matters related to the institution. Various committees and societies are formed to perform different tasks.
Industry Interaction / Collaboration	Faculty members of chemistry department have collaborated with APL, Namrup to develop industrial skills of the students.

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

E-governance area	Details
Planning and Development	1. College has proposed complete office automation in the DPR of RUSA proposal. Office automation will include students' database, faculty and staff database, etc. 2. Library automation has been initiated by the use of SOUL software
Administration	1. Notices and circulars are uploaded in the college website, 2. College has proposed complete office automation in the DPR of RUSA scheme Each and every IQAC notice is circulated by the coordinator himself through letter and official circular,
Finance and Accounts	1. Salary of faculty members and staff is transferred directly to the bank account. Salary bills are submitted to the treasury through IFMS software E-tender is notified as per the government guidelines for purchase of items
Student Admission and Support	Applications are submitted for admission to different courses through the offline.
Examination	1. Evaluation of answer scripts is conducted offline in the affiliating university. Faculty members of this college follow fully offline system and perform their evaluation duties as examiner, head examiner, scrutinizer, reviewer as and when appointed by the university, 2. Faculty of Science and certain department of arts are performed external examiner duty as per order of University and DPI.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support
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		support provided	fee is provided	
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	18/04/2016	08/05/2016	21
Short Term Course	1	10/03/2016	16/03/2016	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1	1	1

6.4 – Financial Management and Resource Mobilization

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

The college has audited all the accounts through internal audit at the end of the financial year. External audits are also do as per the government role by the government appointed Auditor.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	GB
Administrative	Yes	GB	Yes	GB

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

Namrup College believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholders. Although the College does not maintain formally registered parent-teacher association so far, yet interactions between teachers and parents during parent-teacher meetings of different departments come up with new suggestions related to the overall development of the students. Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the drop-out of girl students. This has resulted in the increase in overall percentage of girl students in the college. Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the College authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their sons/daughter.

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

1. Namrup College Teachers Unit and NCSSES is maintained for the support staff of the College. 2. The College has provided ICT training to Office staff to handle digital transaction and other official works, 3. Namrup College Teachers Unit helped financially during hard time to needed support staff.

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

1. NSS Unit has been made most active forum in the College, 2. Physical Academic infrastructures have been improved, 3. ICT based teaching facilities have been incorporated 4. The Library digitalization process has been initiated.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2015	Students Workshop on Basic laboratory techniques of Biotechno	24/09/2015	24/09/2015	30/09/2015	35

	logy Biology				
2015	IQAC Meeting	17/09/2015	Nil	Nil	14
2016	Uploading of college data to the management Information system(MIS) of MHRD	19/02/2016	Nil	Nil	5
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
One day workshop on "Pickle making and cloth dyeing"	04/03/2016	Nil	55	5
International women's day was organized with a popular talk on "Women Entrepreneurship"	08/03/2016	Nil	51	35

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Contribution was made by Green Life Society through plantation of sapling. World environment day celebrated by organizing a popular talk. Provision of dumping ground was managed by the institution for solid waste management.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil

Any other similar facility	No	Nil
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7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2015	1	Nil	05/11/2015	90	Training cum production on cutting and tailoring	Skill development for self-employment	20

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus for Students	25/05/2015	Students are motivated and directed to maintain highest standard of behaviour and discipline both inside and outside the college. Counselling classes were operated for the new comer students to cope up with the academic environments of the institution. Students have to abide by the rules and regulations prescribed by the college authority. Violation of rules, irregular attendance, discourtesy to teachers and staff members, use of physical force, use of filthy obscene language, wilful damage of institutional property will incur strict disciplinary action. Attendance to the college functions like meetings, annual sports week, seminars, group discussion, viva-voce etc are mandatory to all students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Teachers Day	05/09/2015	Nil	123
Celebration of Gandhi Jayanti	02/10/2015	Nil	40
Death Anniversary of Ambedkar	20/12/2015	Nil	30
Death Anniversary of Ambedkar	27/12/2015	Nil	25
Ambedkar Birth Day	11/04/2016	Nil	21
Children Day	14/11/2015	Nil	53
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? Plantation of sapling, ? Solid waste management as dumping garbage, ? Gardening in the college campus, ? Awareness speech on environmental degradation to the students, ? Cleaning drive of the college campus by the NSS voluntaries.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices: 01 1. Title of the Practice: To encourage Entrepreneurship among the girls students 2. Objective of the Practice: To make awareness among the student of the colleges girl child today and women of tomorrow play a crucial role for the development of the society. To sustainable development in rural and backward states, it is essential that more and more local people are engaged. 3. The Context: The majority of the female students of this college belong to the rural areas. The increasing population and very little availability of alternative private employment have created employment crisis in the government sector due to non availability of employment opportunities to the educated youth, the entrepreneurship are only hope and source of direct and indirect employment generation. 4. The Practices: Namrup College has been taking initiative different programmes, through the women studies and development cell since 2011. A one day workshop was organized by women cell of this college on the topic "Pickle making and Cloth dyeing". In this workshops it was demonstrated how they can be made different types of pickles. More than 50 female students were participated in this workshop. Not only pickle making but also cloth dyeing were demonstrated in this workshop. This workshop was conducted by know legible person invited from other college. This workshop helped student and upgrade their skill of students and them to start income generating activities of their own or to get gainfully employment. Moreover, another programme in this period was a three months certificate course which was conducted by the women cell. This certificate course was only for the girl students of the college funded by the college. After completion of this course they starts their own business. 5. Evidence of success: The women studies and development cell have met success to some extent. After completion of the course the female students of our college starts to earn money. Problems encountered and resources required: The most difficult challenge in this regard is the shortages money in the hands of women cell. Students for whom these programmes have been organized come from economically poor background. So, this type of programme also encouraged students Best Practice -02 (1)Title of the Practice: - Wall Magazine Competition among students of Namrup College (Inter - Department) (2)Objective of the Practice: - Youngsters are sources of abundance

of energy. They cannot be judged only by their performance in an examination of a definite syllabus. They are a treasure of hidden talents in diversified fields like sports, in cultural activities, in writing skill etc. In order to search for talent in writing, innovative presentation skill, wall magazine is very good platform in college level. (3) The Context: In order to extract the knowledge and mind set of the students through writing, Wall Magazine is very good initiative. (3) The Practices:-The Students of Namrup College are very enthusiastic about the departmental wall magazine competition. Generally, a teacher in the department guides them in making the wall magazine in which the student writers try to cover different topics. They have write-ups in political issues, economical issues, social issues, literature, recent scientific development, on problems facing by them life stress and depression, recipes, jokes and a lot more other relevant topics. They make a beautiful design for the magazine topic and give a meaningful name of the wall magazine. During inauguration of the magazine, a group leader explains about the topic before the judges. The competition is very difficult because all the departments work hard to make the magazine an excellent one. Three winners are selected and a running trophy is given to the winner of the first prize. (4) Evidence of success: - The College has been successful in producing many budding writers through wall magazine competition. Interpersonal relationship increases among students and teachers through this competition. Deep involvement of the students in this competition enhances their thinking skill in different ground of current relevant topic of the society. The competition also builds up team spirit among the students. Hidden talents are surfaced during this competition. Decorating the magazine with handicrafts and drawings and also providing innovative ideas bring some quiet students to the front. This competition also enhances the imaginative and creative writing power of the students. (5) Problems :- In the surface , there are only positive things happing during departmental wall magazine competition but sometimes due to some constraints of semester system , it is difficult to hold such type of competition.

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

<https://namrupcollege.edu.in/uploads/files/Best%20Practices%202015-2016.pdf>

7.3 – Institutional Distinctiveness

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

The college has undertaken and executed a lot of activities for the society. The college has been true to its stated mission and vision statement and has directed its efforts in a sustainable manner to work concerted by offering educational services for the underdeveloped society with the ideas of inclusiveness, equity, social justice, etc. For these, the college has to compromise with the issue like quality and providing optimum facilities to all its students. The college has undertaken and executed a lot of activities for the agrarian society. Namrup College tried hard apart from its limitations for the development of a co-educational environment of the college. Out of these, mention may be made of the following activities as evidence of the performance. The College has opened Gandhian and Ambedker Study Centre. These centers develop moral values by organizing seminars, workshops, and different competitions among the students from time to time. To develop the moral values of students such kinds of seminars, workshops, different competitions, etc. are very necessary to enhance the quality of the student. During the academic year of 2015-16 Women Study and Development Cell (WSDC) also took initiative to encourage entrepreneurship among the girl students of the college. A workshop has been arranged on "Pickle Making and Cloth dyeing" by WSDC and students have benefited. WSDC also related to the society and do some good work for the

development of society. Three women entrepreneurs are honored in Women's Day and they kept speech on how can be solved unemployment problems with their own experience. Womens cell also provided financial support to economically backward meritorious girl students named 'Lakhi Shil' and her educational requirements and facilities are fulfilled by the WSDC such as providing financial assistance for each semester during the graduation course. The College also tries to facilitate to develop sports and other activities of physical exercise for the College students and the youth of neighboring areas by providing a well-equipped environment. A part of this mission, College has organized Inter-college Taekwondo Tournament held on 13th and 14th Oct 2015 of Dibrugarh University. In the Establishment Day of the College, one lecture program was dedicated to the founder Principal Late Bhaba Konwar and in this program, the best graduate of the college is rewarded by his family.

Provide the weblink of the institution

<https://namrupcollege.edu.in/uploads/files/Institutional%20Distinctiveness%202015-16.pdf>

8.Future Plans of Actions for Next Academic Year

1.Observation of College Establishment Day : Establishment day is a occasion to remember and to acknowledge the contribution of the founder teachers and other well wisher in esblishing the institution. In the foundation day it is important to envision the future with hope and fidelity. Therefore Namrup College fraternity wishes to celebrate the coming establishment day in a remarkable way by organizing Late B. Konwar Memorial lecture and book fair. 2.Outreach programme for academic motivation to the school learners: Namrup college aims to develop the educational interest of the school going children in its vicinity. Therefore it has been planned to provide free learning to the school students of class IX and X by some of the faculties of the college in the coming year, so that the milieu of wisdom may prevail in the society. 3.To make provision for solid waste management : Namrup college plans to make iron structured dustbin for storage of the litters and thrash in the college campus. 4.To make provision of sports facilities: Through sports students are able to build a wide range of abilities and skills such as leadership, confidence, teamwork, patience, trust and many such qualities which facilitate the overall development of an individual. Therefore, the college have a plan to provide indoor games facilities to the students such as badminton, table tennis, body fitness equipments etc. 5. To conduct awareness programme related to domestic violence: through the provision of Domestic Violence Act 2005, women has the right to fight back against the physical and mental abuse that they may face in their families. Therefore they should be aware of such legal provision for their own benefit. Taking this matter with great concern the college plans to conduct awareness programme on such serious issues for the girl students. 6. To arrange outreach programme to attract students towards academic interest in science : The college plans to draw the attention of the neighboring school going children towards the discipline of science by organizing science quiz competition, essay completion, talks on popular science etc. in the next coming year.