



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	NANDA NATH SAIKIA COLLEGE
Name of the head of the Institution	DR. LITOO BARUAH
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03771248446
Mobile no.	9435490134
Registered Email	nnscollege@gmail.com
Alternate Email	joyprakash16@gmail.com
Address	TITABAR, DIST. JORHAT
City/Town	TITABAR
State/UT	Assam
Pincode	785630
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	MR. JOY PRAKASH OJHA
Phone no/Alternate Phone no.	03771248446
Mobile no.	8638993271
Registered Email	nnscollege@gmail.com
Alternate Email	joyprakash16@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.nnsaikiacollege.org/images/AQAR_2018-2019.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://nnsaikiacollege.org/images/Academic_Calendar_2019-2020.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C++	67.25	2004	08-Jan-2004	07-Jan-2009
2	B	2.65	2015	15-Dec-2015	14-Nov-2020

6. Date of Establishment of IQAC

27-Dec-2003

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
A talk on New Education Policy	01-Oct-2019 1	237

One Day Workshop On 'Copyright & Plagiarism'	30-Nov-2019 1	67
An Awareness Program on Covid Pandemic	20-Mar-2020 1	135
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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
Intitutional Biotech Hub	DBT Biotech Hub for NER	DBT	2003 365	493000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

4

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

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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)

?Contributing towards the preparation of academic calendar before the beginning of new academic session for the implementation of curriculum.

?Promotion of ICT based teaching learning.

?Proposal for a popular talk on New Education Policy 2020 to create awareness among the people of the locality as part of Diamond Jubilee Celebration of the institution.

?Strengthened the initiatives of healthy and ethical research environment.

?Development of infrastructure for imparting quality education.

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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
Environment friendly campus	<ul style="list-style-type: none">Green audit has been conducted
To strengthen role of alumni	<ul style="list-style-type: none">Online membership registration process initiated
Scrutiny and forwarding of pending applications of full time teachers for promotion under Career Advancement Scheme	<ul style="list-style-type: none">Applications of seven full time teachers were scrutinized and forwarded to the competent authority
Transparency in the Admission Process	<ul style="list-style-type: none">Online admission procedure has been started
Uploading of college data on institutional website	<ul style="list-style-type: none">Uploading of data pertaining to NAAC is initiated under the heading "NAAC Reports".
Encouraging students to excel in various sports and cultural events	<ul style="list-style-type: none">Three(03) students won medal/awards in various university/state//national level sports and cultural events.
Sensitizing/ Promoting research climate in the Institution.	<ul style="list-style-type: none">An Institutional Biotech Hub (Ongoing institutional project funded by DBT Govt. of India) is a cutting edge research facility that provides research infrastructure for students and teachersA workshop on Copyright and Plagiarism was organised on 30/11/2019 and a research based book was published on 01/10/2019 under the initiatives of IQAC.6 International, 20 National, 05 State level research papers in reputed Journals, 3 books and 5 chapters in edited books were published during the period.
Preparation of academic calendar	<ul style="list-style-type: none">Academic calendar has been prepared before the commencement of new academic session to ensure effective implementation of the curriculum
Promoting teaching excellence	<ul style="list-style-type: none">Faculty members were encouraged for ICT based teaching learning processesStudents problems were recognised through regular counselling and possible plan of actions were suggested to the students in regular basisDigital Study materials were provided to studentsAdditional classes were taken to improve learning capabilities of mediocre studentsTeachers were encouraged to adopt student centric

teaching learning methods. • Faculty members were encouraged to maintain ICT log book and teachers diary

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

IQAC EXECUTIVE COMMITTEE

24-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

No

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

- Online issue of prospectus and issue and submission of admission forms.
- Database on students' enrollment based on category (General/SC/ST/OBC), gender and roll numbers.
- Records of fees received under different categories like tuition fees, examination fees etc.
- Library information are covered by separate module. For library operation SOUL 2.0.0.14 is used.

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

The college has the mechanism for effective delivery and documentation of the curriculum set by the University to achieve its educational and socio-economic goals. The college follows the syllabus of Dibrugarh University for which the provision or update of regulation or syllabi by the college is practically nil.

However, the parent university follows learning outcome based approach to curriculum planning and development. The curriculum of each bachelor degree programme is prepared in such a way that student will be able to understand and perform practically at the completion of any programme of study. An academic calendar is prepared as per Dibrugarh University academic calendar with some modifications. It was published in the college prospectus and uploaded in the college website. At the beginning of the semester course, each faculty member needs to submit lesson plans as per the programme of study and course. Regular tests, seminar presentations, group discussion of semester end examination practical and field based learning, open-ended project works are conducted to

monitor the progress of the students. By using ICT tools extensively, the faculty members can engage in creating e-resources for the effective deliberation of the curriculum. Remedial classes are conducted for the mediocre students. All the heads of the departments try to ensure timely completion of syllabus which is based on the curriculum. Every year new books are supplied and added in the library so that students can carry out their study and cover every aspects of the curriculum.

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
00	00	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	00	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
BA	ASSAMESE	10/06/2019
BA	ECONOMICS	10/06/2019
BA	EDUCATION	10/06/2019
BA	ENGLISH	10/06/2019
BA	GEOGRAPHY	10/06/2020
BA	HISTORY	10/06/2019
BA	POLITICAL SCIENCE	10/06/2019
BSc	BOTANY	10/06/2019
BSc	CHEMISTRY	10/06/2019
BSc	MATHEMATICS	10/06/2019
BSc	PHYSICS	10/06/2019
BSc	ZOOLOGY	10/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	15

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
00	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
BA	EDUCATION	12
BA	GEOGRAPHY	27
BA	GEOGRAPHY	27
BA	SKILL BASED (ENDG)	34
BSc	ZOOLOGY	34
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback is regarded as significant part of teaching and learning. The collection and analysis of feedback from different stakeholders helps to evaluate the role of the institution in imparting education. With this aim the college has developed feedback system which are collected from different stakeholders such as students, alumni, parents and teachers. Feedbacks are collected from various stakeholders on annual basis and analysed in Governing Body of the college for necessary action. Students feedback format is prepared with aim to improve the quality of teaching learning environment and the overall facilities of the institution. Section A of the format stressed upon the planning and preparation, teacher's professionalism and teacher- student relationship. Section B consists of question regarding the course and Section C covers question pertaining to college facilities like library, sports facilities, computer and internet facilities, canteen facilities etc. The feedback response is based on 5point rating scale which follows A Very Good: B Good: C Satisfactory: D Poor: E Very Poor (where A5. B4, C3, D2, E1). Due to occurrence of Covid pandemic, teachers are advised to take classes on online mode along with offline mode after analyzing the student feedback. After analyzing student feedback, it was recommended that a full time Physical Director should be appointed for creating a conducive environment of sports in the institution. Similarly, Number of digital board in the classroom increased. Feedback from teachers are also collected and analysed by the authority for meeting their grievances and suggestions. Parents feedback were also collected during the Parent Teacher Meet. After the discussion it was agreed by both sides that number of books need to be improved. Students with the help of their parents and teachers raised funds for purchasing books for the departmental library. Alumni feedback is collected during the alumni meeting and even online which was regularly conducted by different departments of the college. Their suggestions and feedback are analysed for improving the educational environment of the institution. Most of the Alumni stressed about the introduction of skill based courses in the college. The college planning to introduce these types of courses in near future. Alumnus of some department also donated books in each departmental library which enriched the book stock in each department. The

institution always welcome valuable suggestion from Alumni for the overall development of the college.

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
BSc	Mathematics	40	22	22
BSc	Chemistry	40	37	35
BSc	Physics	40	22	20
BA	Political Science	70	115	70
BA	History	60	38	38
BA	Geography	40	117	40
BA	English	50	38	38
BA	Education	40	40	38
BA	Economics	40	37	31
BA	Assamese	60	120	60

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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
2019	1008	15	39	2	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
39	34	11	11	6	6
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The students mentoring system is being practised in the college since 2017 to understand the individual performance of students and to bring out better academic outcomes. Mentoring is conducted to help the students strengthen their varied capacities and build an interpersonal relationship between teacher and students. Students of a department are divided into groups of 25 to 30 students and each group is having a full time teacher as their mentor. The mentors are assigned by the Head of the Departments at the beginning of the academic session. The mentors are entrusted with the task of monitoring the overall progress of the students

including their grievances if any. The mentor meets the students either individually or in groups. All mentors keep a detail data about their students in 'Students Mentoring Performa' which records the detail of mentoring done by the mentor. These Performa are periodically evaluated by the Academic vice Principal and Principal of the college. The monitoring programme is monitored by a committee consisting of the Principal, Vice Principal and IQAC team. Student mentorship has the following aims: 1) to keep a record of class attendance of students, 2) to keep a record of their class performance and academic progress, 3) to identify the slow learners and to take measures for their academic progress, 4) to encourage students to participate in co curricular and extracurricular activities, 5) to identify and understand their educational and socio economic status, 6) to enhance teacher student contact hours, 7) to boost their inclusiveness and social responsibilities, 8) to acquaint the students with the facilities available in the institute, 9) to offer guidance and counselling to the students and mitigate their grievances.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1008	39	1 : 26

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
55	39	16	Nil	25

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	00	Nil	00
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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	Assamese	VI	19/10/2020	18/12/2020
BA	Economics	VI	19/10/2020	18/12/2020
BA	Education	VI	16/10/2020	18/12/2020
BA	English	VI	15/10/2020	18/12/2020
BA	Geography	VI	19/10/2020	18/12/2020
BA	History	VI	15/10/2020	18/12/2020
BA	Political Science	VI	15/10/2020	18/12/2020
BSc	Botany	VI	20/10/2020	14/12/2020
BSc	Chemistry	VI	19/10/2020	14/12/2020
BSc	Mathematics	VI	21/10/2020	14/12/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the entire system of examination and evaluation process of various courses is governed by the affiliating university, there is very little scope for any Examination and Evaluation reforms by the college in CIE system. However, the institution holds continuous evaluation to analyse the academic progress of the student's like, 1) Evaluations of students are carried out through continuous assessment (internal) and through end semester examinations (external). 2) Through periodical tests, seminars, group discussion, home assignments, projects etc. 3) through supply of study materials, notes, photocopy of past question papers etc. Apart from the prescribed manner initiated by the affiliating university, some departments of the college also take some experimental assessment procedures like open book examination, micro teaching etc. Due to some personal or circumstantial bottlenecks, if any student is unable to attend the scheduled Insemester examination, provision of special examination has been also provided by the concern course teacher so that the continuous internal evaluation procedure can cover up all the students inclusively.

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

The college functions in accordance with the Dibrugarh University Academic calendar with some modifications as per the needs of the college. Academic calendar of the college is prepared at the beginning of the academic session. The academic calendar is strictly followed as per the university guidelines except for some unavoidable circumstances. The academic calendar provides the tentative schedule of date of admission, commencement of classes, examinations, seminars, field works, internal assessment, annual sports, freshmen social, holidays and other important academic matters for odd and even semesters respectively. As per the calendar and notifications given by the university from time to time, college notifies to the students for internal assessment, examination registration and regarding other academic matters.

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)

<https://www.nnsaikiacollege.org/index.php/programme-outcome>

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
BOTM	BSc	BOTANY	18	16	88.80
MATM	BSc	MATHEMATICS	15	14	93.33
CHEM	BSc	CHEMISTRY	26	23	88.46
PHYM	BSc	PHYSICS	25	21	84
PSCM	BA	POLITICAL SCIENCE	16	13	81.25
HISM	BA	HISTORY	14	14	100
GGM	BA	GEOGRAPHY	28	28	100

EDNM	BA	EDUCATION	13	13	100
ECOM	BA	ECONOMICS	7	7	100
ASAM	BA	ASSAMESE	32	32	100
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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)

No Data Entered/Not Applicable !!!

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	Department of Biotechnology Govt. Of India.	47.46	4.93

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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
One Day Workshop On "Copyright and Plagiarism"	IQAC and Chakreswar Saikia Library, N.N. Saikia College	30/11/2019

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
00	00	00	Nil	00

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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
00	00	00	00	00	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	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)
International	Chemistry	2	1.40
National	Economics	1	0
National	Education	2	0
National	Political Science	1	0
National	Assamese	5	0
International	Botany	1	6.29
International	Geography	1	5.16
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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
Chemistry	1
Zoology	2
Assamese	1
Economics	1
History	2
Botany	1
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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
A new PEPPSI type N-heterocyclic carbene palladium(II) complex and its efficiency as a catalyst for Mizoroki-Heck cross-coupling reactions in water. Journal of Chemical Sciences. https://doi.org/10.1007/s12034-020-02000-0	Dhrubajit Borah, Biswajit Saha, Bipul Sarma Pankaj Das	Journal of Chemical Sciences	2020	2	N.N.Saikia College and Dibrugarh University	2

gi.org/10.1007/s12039-020-1754-y						
Priests and the Ancient temples of Guwahati: A Study on the Nature of their Engagement in the Temples	Navamallika Sharma	Research Review (International Journal of Multidisciplinary)	2019	0	N.N.Saikia College, Tezpur	Nil
Plant-Microbe Assisted and Biochar amended Sustainable Methods for Stabilization of Polyaromatic Hydrocarbon and Heavy Metals.	Hemen Sarma, S. Sonowal, MNV Prasad	Ecotoxicology Environment Safety	2019	28	N.N.Saikia College, Tezpur	25
Designing Microencapsulation Based Self-Healing Methylmethacrylate-Glycidyl Methacrylate Copolymer.	Junali Handique, Bhaskar Jyoti Saikia, Swapan Kumar Dolui	Functional Polymer 'Polymer Science Series A'	2019	1	Tezpur University	1
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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 excluding self citation	Institutional affiliation as mentioned in the publication
A new PEPPSI type N-heterocyclic carbene palladium(II) complex and its	Dhrubajit Borah, Biswajit Saha, Bipul Sarma Pankaj Das	Journal of Chemical Sciences	2020	6	2	N.N.Saikia College and Dibrugarh University

efficiency as a catalyst for Mizoroki-Heck cross-coupling reactions in water.						
Priests and the Ancient temples of Guwahati: A Study on the Nature of their Engagement in the Temples	Navamallika Sharma	Research Review (International Journal of Multidisciplinary)	2019	Nil	Nil	N.N Saikia College
Designing Microencapsulation Based Self-Healing Methylmethacrylate-Glycidyl Methacrylate Copolymer	Junali Handique, Bhaskar Jyoti Saikia, Swapan Kumer Dolui	Functional Polymers 'Polymer Science Series A'	2019	8	1	Tezpur University
Plant-Microbe Assisted and Biochar amended Sustainable Methods for Stabilization of Polyaromatic Hydrocarbon and Heavy Metals.	Hemen Sarma, S. Sonowal, MNV Prasad	Ecotoxicology Environment Safety	2019	9	25	N.N Saikia College

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	20	5	Nil
Presented papers	3	7	Nil	Nil

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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
Awareness on (i) "Traditional alcohol and health impact with reference to Assam" and (ii) "Conservation of Dragonfly" (23th Sep.2019)	Pranibigyan Homaj, department of Zoology	4	60
Awareness programme on "Integrated Farming System for Livelihood Security and Income Generation" (9th November 2019)	Department of Economics	3	25
A field work on To study the socioeconomic status of the tea garden workers of Bardarchaliha tea garden (20th Feb. 2020)	Department of Economics	3	22
A field work at Pathar Shyam Gaon to prepare a project report on living environment, food habit, customs, culture religion and language of the Shyam community living in the village. (12th Oct.2019)	Department of Assamese	5	76

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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
6th International day of YOGA (20th June 2020)	Certificate of Appreciation	YOGA Certification Board, Ministry of AYUSH, Govt. of	2

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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
00	00	00	Nil	Nil
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
00	00	00	00
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 linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	Nil	Nil	00
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
00	Nil	00	Nil
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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
1500000	1038458

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Campus Area	Existing

Class rooms	Newly Added
Laboratories	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
SOUL 2.0	Partially	SOUL 2.0.0.14	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24162	3883811	814	204141	24976	4087952
Reference Books	2221	643320	39	Nil	2260	643320
Journals	13	94317	Nil	Nil	13	94317
CD & Video	5	Nil	Nil	Nil	5	Nil
Others(s pecify)	26	Nil	6	Nil	32	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
00	00	00	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	78	0	0	4	38	8	12	100	16
Added	5	0	0	0	0	0	4	0	1
Total	83	0	0	4	38	8	16	100	17

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

100 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
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recording facility

No Data Entered/Not Applicable !!!

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
850000	667635	500000	333435

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)

The college has been following effective mechanisms for maintenance and utilization of physical, academic and support facilities. The infrastructure of the college is well maintained and reviewed timely through regular meetings of the committees relating to infrastructure development. All the HoDs and office staff are also involved in infrastructure development and maintenance. They keep the records of newly purchased items as well as the existing equipments and other materials. The requirements of the departments are fulfilled after submission of proposals to the college office and approval of the same by the college authority. All the items are purchased by the process of inviting quotations and the same process is followed in case of repair and repurchases too. Teachers' rooms, seminar halls, laboratories, classrooms, students' common rooms, office, gardens, etc. are regularly cleaned by the housekeeping staffs. The Nature Club of the college monitors the green cover and overall hygiene and cleanliness of the college campus. For the safety and security of the college campus and the girls' hostel, sufficient numbers of CCTV cameras, solar and electrical lights, fire extinguishers, etc. are available. Solar power, online UPS and generators are used for uninterrupted power supply. Pure drinking water is provided in a separate lounge and overhead water tanks are cleaned timely regularly. All the civil works relating to the infrastructure development and maintenance are done by engaging contract workers. Stakeholders submit the requirements of repairing and other maintenance works to the principal and all such needs are collectively fulfilled preferably at the end of every semester. Laboratory bearers of each department are responsible for overall maintenance of their respective department's laboratories. The HoDs and college authority supervise the annual maintenance works which is generally carried out by different service providers and suppliers. New equipments are added to the laboratories as per the necessity of the departments. Time to time upgradation of the laboratories is also done. The library committee monitors the overall functioning of the central library while departmental libraries are monitored by the committees constituting the teachers and students of the departments. The principal approves books and other infrastructure as per the requirements. At the beginning of each session, newly admitted students are counselled about the library rules and regulations. The teacher in charge of sports in coordination with the college authority facilitates all the required sports equipments. The account of the sports equipments are recorded in a stock register. Authority maintains the outdoor sports infrastructures while the synthetic volleyball cum badminton court is maintained by the concerned supplier. The computer centre, departments, college office and library are well equipped with sufficient numbers of computer sets and other accessories. The online UPS, generators, internet connectivity, biometric services and computers are maintained by the service providers and the suppliers. The authority maintained all the classrooms and seminar halls. All the requirements of the conventional classrooms, e.g. blackboards, whiteboards and related materials

are fulfilled and monitored by the administration. The service providers and suppliers maintain the smart class rooms and digital boards.

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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	Student Aid	0	0
Financial Support from Other Sources			
a) National	Ishan uday Special Scholarship/ Post matric scholarships to OBC/SC/ST students	24	0
b) International	00	Nil	0

[View File](#)

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
YOGA	Nil	30	Own Initiative

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	00	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

00	Nil	Nil	00	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
2020	1	B.Sc.	Botany	Assam University	M.Sc. Microbiology
2020	2	B.Sc.	Botany	Dibrugarh University	M.Sc. Life Science
2020	1	B.Sc.	Botany	Rajasthan University	M.Sc. Life Science
2019	2	B.Sc.	Zoology	Assam University	M.Sc. Life Science
2019	1	B.Sc.	Zoology	Alagappa University	M.Sc. Oceanography
2019	1	B.Sc.	Zoology	Assam Down Town University	MBA
2019	1	B.A.	Assamese	Dibrugarh University	M.A. Assamese
2020	2	B.A.	Economics	N.N.Saikia .College	PGDCA
2020	1	B.Sc.	Chemistry	Rajiv Gandhi University	M.Sc. Chemistry
2020	1	B.A	History	Dibrugarh University	M.A. History
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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
Any Other	4
View File	

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

Activity	Level	Number of Participants
00	00	Nil
No file uploaded.		

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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

2019	Inter College Youth Festival	National	Nil	1	00	Rajkamal Borah
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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)

The student council of the college has been playing a pivotal role in administrative and academic pursuits, as well as contributing to the development of campus life as a whole. The council also actively participates along with faculty members in organization of different co curricular and extracurricular activities. Moreover, they help to promote ideas of integration and inclusivity among students by organizing different events such as Birth/Death Anniversaries of leaders of national and regional importance. Additionally, they play an important role in enriching the physical and emotional well being of students by organizing events like International Womens Day, International Yoga Day, Sports Day, Non-violence Day, Teachers Day, and World AIDS Day. As a representative group of the students, they organize college week, freshman socials, farewells, and other activities throughout the institution. They also encourage participation by students in various inter-college and inter-university competitions. Besides, the students actively participate in the events/ programmes organized by the college committees and cells viz., Grievances Redressal Cell, Committee for resolving issues pertaining to Sexual Harassment, NCC, NSS Unit, Cultural Committee, sports committee, Natures club and Debate club.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

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)

The administrative management of the college is decentralized and participatory in nature. The institution has a noble vision and mission and to achieve the same, it ensures the participation, decentralization and coordination of different statutory committees and cells among which different academic and administrative activities are distributed. The institution also ensures that the various committees and sub committees must be represented by all the stakeholders of the college such as the students, parents, alumni, the teaching and non-teaching staff of the college and the members of the public, local industrialists, eminent social workers and donor members. The coordinators or

the conveners of the committees make sure that regular meetings are called for where relevant issues are finely addressed and the opinions of the members are taken into consideration and any decision or resolution taken is duly intimated to the authority of the college. The regular holding of the college Governing Body meetings facilitates in making policies for the institution and in discussion and implementation of the different decisions and suggestions offered by the committees. The Principal of the college being the secretary of the Governing Body duly communicates the decisions to the stakeholders through staff meetings, meetings with the HoDs, and general meetings with the members of the public. The college maintains a highly conducive atmosphere for the students to participate in various academic, co-curricular and extracurricular activities and to put forward their views through various committees such as Cultural committee, Sports committee, Alumni Committee, Nature Club, Debate Club, Committee for resolving issues pertaining sexual harassment, Extension activities, Students Grievances and Redress cell. Moreover, the students constitute the NSS and NCC of the college.

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
Admission of Students	The college maintains merit-based admission per academic year. Government norms are strictly followed in respect of reservation of seats for admission. Issue and submission of admission forms are performed online. The college database keeps record of all matters related to admission.
Curriculum Development	The college follows the curriculum set by the affiliated university, i.e. Dibrugarh University. The HoDs of various departments, the faculty members along with the Principal of the college follow the instructional activities and practices in order to increase student engagement in the learning process and improve student achievement.
Teaching and Learning	<ul style="list-style-type: none"> • Daily class routine is strictly followed periodical tests are taken through sessional examinations, group discussions, seminars, projects • educational tours and visits to relevant places are made • special lectures are organized by invited eminent academicians and scientists • the library is consistently upgraded by including new books, by offering e library facility, INFLIBNET facility • use of ICT based and smart class rooms • teachers get updated through Orientation and Refreshers Course • teachers engage in research works by

publication in research journals, writing and presenting research papers in national and international seminars and conferences etc.

Examination and Evaluation

Examination for the UG classes is conducted in two levels - In Semester and End Semester. In Semester examination which consists of two sessional examinations is accomplished by respective departments and evaluated by the faculty members. The End Semester examination is controlled and conducted by Dibrugarh University and evaluated accordingly.

Research and Development

The Research committee of the college constituted with experienced faculty members takes time to time initiatives for the exposure to research and experimentation by the teachers as well as the students. The committee ensures that a good research atmosphere should be maintained in the college and faculty members can engage in researches with full support from the authority. Individual as well as collaborative research projects are being carried out in the college by faculties of the various departments. Moreover, departments arrange special classes for the students to get them updated about research methodology and work.

Library, ICT and Physical Infrastructure / Instrumentation

Library: A well-equipped Central Library is available for all the students and teachers. The library regularly maintains an up-to-date collection and storage of books for different departments of the college. Separate sections for text books, reference books, journals and magazines back volumes are neatly maintained. The library also provides internet services, printing and Xerox facilities to the students as well as the faculties. Moreover, online resources like INFLIBNET are also available. Besides the Central Library, each department maintains and runs departmental library from which major students can easily borrow books and avail other resources. **ICT:** The institution has adequate ICT facilities for academic as well as administrative purposes. The ICT resources are made available for a number of fields in the college. Four Smart Classrooms are set up in different buildings of the

campus. Moreover, each department is provided with a desktop computer for departmental works. The facilities of overhead projector are available in the departments having practical classes. Besides, the college has a computer laboratory for holding computer classes and hands-on trainings. Physical Infrastructure/Instrumentation: The college has adequate physical infrastructure for the benefit of the students. It has one auditorium, one seminar hall, 28 classrooms including 6 smart rooms, different buildings for administrative office, staff common room, departmental rooms for faculty members, well equipped laboratories, library, students' common rooms (for boys and girls separately) playground, canteen, parking areas for students and college staff etc. As safety and security measures, the college is under central surveillance with the installation of CCTVs at different location of the campus. The facility for fire extinguisher is installed in different places in the campus. Biometric attendance for the teaching and non-teaching staff has been maintained for years.

Human Resource Management

The Human resource management system of the college is based on the maximum utilization of the human resources of the institution. The administration makes sure that all the faculties are allotted with academic and non-academic, extracurricular fields and thus to make the students engage in many different activities. The formation of various committees, subcommittees, clubs, student union bodies ensure the enhancement and utilization of the human resources available.

Industry Interaction / Collaboration

There takes place time to time interactions of different departments with related industrial institutions. Departments of Chemistry, Physics, Geography, Economics, Zoology etc. conduct visits to industries for the benefit of the students.

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

E-governance area	Details
Finance and Accounts	The finance section is of the college maintained fully on online mode. Admission and examination fees are

	<p>collected through EIMS software. Submission of salary bills is done through PFMS software. For the purchase of any item to be used for infrastructure, E-tender is notified as per government guidelines. Payments for work order is done through PFMS.</p>
Student Admission and Support	<p>Admission is conducted on online mode. Admission for HS level is done through government portal (DARPAN Online admission Portal). The college website maintains the admission procedure for BA/BSc. Admission. Moreover, Student Scholarship are processed through respective government portals. Registration of students is processed through university online portals.</p>
Examination	<p>The college has adopted online mode of examination for in-semester assessment. Holding of examination, seminars, group discussions, evaluation, displaying of marks are all done on online mode. Moreover, end-semester final examination is partially held through online mode including examination form submission, issue of admission card etc.</p>
Administration	<p>Administration of the college partially runs in MIS. E governance is carried in certain areas like Admission, Scholarships, Students' information, Library works, Employee's salary, Employee's information etc. Online mode of sessional examination, evaluation and result display is now newly added in the e-governance area. Moreover, biometric system is maintained for attendance record of teaching and non-teaching staff. The college maintains a website where all relevant information is uploaded for the students and teachers.</p>

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 support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	00	00	00	Nill
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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)
2019	One day Workshop on Copyright and Plagiarism	00	30/11/2019	Nil	67	Nil

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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
Induction Programme	3	01/07/2019	30/06/2020	30
Refresher Course	2	Nil	Nil	14
FDP	7	Nil	Nil	14

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
39	39	14	14

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
College Cooperative Society	College Cooperative Society	GIS, Student Aid Fund, Merit Scholarship, Prize for the best Arts and Science graduates.

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 administration maintains a transparent system for internal and external audits. At the end of each financial year, internal audit is done with verification of receipts, vouchers, ledgers etc. and the external audit is accomplished by the authorized body of the government. The administration strictly carries out all the rules and regulations for a transparent audit system. All major financial transactions, be it through government sanctioned bodies like RUSA or any other source are maintained with utmost clarity and transparency. Internal audits are undertaken on various financial heads. Internal audit reports are duly cross-checked and verified by the governing

body of the college.

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
00	0	00
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6.4.3 – Total corpus fund generated

142653

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	00	Yes	College Authority
Administrative	No	00	Yes	College Authority

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

1. Annual departmental meetings between Parent-teachers 2. Individual counselling with the parents and the students for improvement in academic, moral and spiritual welfare of the students. 3. The college authority maintains a good correspondence and ensures the participation of parents in the different activities of the college.

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

1.College administration maintains the Support staff quite sensibly so that it can carry out the duties without problem. 2. The requirements and problems of the support staff is seriously dealt with. 3. The support staff is given short training courses on the handling of modern equipment like the computer etc. by the senior faculty members 4. The college support staff is provided with free medicines at first aid centre when required

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

1. Setting up of a mini-gym inside the college premises 2. Building of 5 ICT based classrooms 3. Construction of Volleyball and Badminton court 4. Construction of drainage system in the college 5. Construction of a Conference Hall 6. Implementation of Mentoring system in each department ? All Constructions are Funded by RUSA

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
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2019	A Talk on New Education Policy by Dr. Dinesh Baishya, Rtd. Principal. B.Baruah College	01/10/2019	Nil	Nil	237
2019	Release of a Volume of an Anthology of Research Articles AxomPrasang	01/10/2019	Nil	Nil	17
2019	Woprkshop on Copyright and Plagiarism	30/11/2019	Nil	Nil	67
2020	An Awareness Programme on Covid 19 in Bokahola Tea Estate, Titabar	20/03/2020	Nil	Nil	135
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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
00	Nil	Nil	Nil	Nil

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
00

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil

Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

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
2020	1	1	Nil	1	COVID Awareness Conducted by Teachers Unit	Health and Hygiene to local communities (Village Awareness Programme at nearby villages)	26
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
00	Nil	00

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Women's Day organized by women cell, NNSC	08/03/2020	08/03/2020	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<p>1.Landfilling to avoid water logging in the campus 2.Encouraging the bicycle Culture on the campus 3.Making the college a plastic free zone 4.Green garbage disposal system 5.Introduce digital communication methods to achieve paperless system 6.Brainstorming sessions on national Science day 7.Organize Swachh Bharat Abhiyan 8.Creation of a Natural Biodiversity Zone on the campus 9.Habitat conservation initiative and drainage system</p>
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Initiatives to protect the environment of N N Saikia College maintains and

improves the greenery on its campus, which is home to a variety of animal and plant species. The college campus, which is very close to the Gibbon Wildlife Sanctuary (Hollongapar Reserve Forest), is itself a biodiversity hotspot, and the college has prioritized green initiatives in recognition of the importance of preserving the rich diversity of flora and fauna in such an area. Plantation drives organized by various departments and organizations have contributed to the campus green cover. An aquaculture pond on-campus is a habitat for a variety of endemic fish species, amphibians, reptiles, insects, and flora. The garden and the college are home to a wide variety of bird species. The colleges waste management system ensures that waste from the hostels, laboratory and offices, and departments is properly disposed of. Science laboratories hazardous waste materials are disposed of safely and responsibly. The departments of Botany and Zoology are involved in teaching and research activities to improve the ecology of the region, while departments in the Faculty of Arts also include environmental awareness and responsibility components in their teaching and research. Even as the college undertakes construction and development projects, it takes care not to destroy the trees. Trees are not cut down, and adequate plantation is done around new buildings.

Inside the campus, which is also a no-smoking zone, biomass burning is prohibited. Many departments have strict rules against the use of single-use plastic, and efforts are being made to make the college plastic-free. Official notices have been issued through WhatsApp to reduce the use of paper in communication. Organizations such as the Nanda Nath Saikia Teachers Association also use paperless communication via a WhatsApp group. The College takes an active role in Swachh Bharat Abhiyan programs to keep the environment clean and clutter-free. 2. Nanda Nath Saikia College, founded in 1959 in response to concerted demands and efforts for the establishment of a college in this part of the country, strives to maintain its democratic character while meeting the hopes and aspirations of the people of the Titabar region. Decentralization and participatory management are two ways in which the college has consistently maintained its character. The college operates at various levels through a process that ensures everyones participation and keeps exclusion. The college takes a bottom-up approach, with most academic policies initiated at the colleges lowest level academic units, such as Departmental and various committees formed by the college. These bodies decisions are then ratified by the college teachers association, college authority and the governing body. Again, there is a strict follow-up mechanism based on the suggestion and advice of the University Grants Commission, New Delhi and the Department of Higher Education, Government of Assam. Rashtriya Uchchattar Shiksha Abhiyan(RUSA) and UGC funding have been properly implemented and audited, and all utilization certification has been submitted to the concerned authorities on time. Nanda Nath Saikia College, as a peoples college, ensures that all stakeholders have a say in the institutions functioning and well-being. In keeping with this internal philosophy and practice of decentralization and participatory management, Nanda Nath Saikia Colleges Internal Quality Assurance Cell (IQAC) has ensured that its own functioning is democratic and supportive of everyones participation. The IQAC also has seven different co-coordinators to deal with the seven assessment criteria. The co-coordinator members come from various departments and have varying levels of seniority. As a result, the college in general, and the IQAC in particular, operate from the bottom up rather than from the top down. Within the college, a variety of organizations of teachers, students, and employees operate, each with a unique perspective on the colleges activities. When taken as a whole, all of these entities contribute to the institutions democratic functioning.

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

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

Nanda Nath Saika College, the oldest college in Assam India, was founded with an overwhelming sense of expectation from the regions society. That expectation has been met by the colleges embrace of programmes, courses, activities, and research that benefit the region in various ways. The college location in a region known for its rich ethnic, sociocultural, and linguistic diversity, as well as its biodiversity, is reflected in studies and research that take both human and biodiversity into account. In many of its teaching and research initiatives, the college responses to its location is unique to its transformation and development vision. This is reflected in the work of various departments. Each of the 13 academic departments is distinct in its own way, engaging in teaching and research in areas that reflect its distinct identity.

Department of Assamese is the flagship department in the humanities and languages. The Department of Assamese incorporates various aspects of the sociocultural ethos of the regions ethnic groups into its teaching and research programmes. Other language departments, such as English, play an important role in the study of languages, literature, and culture. Humanities and social science departments such as History, Education, Political Science, and Economics have taken the lead in teaching and research specific to the region. The Department of History is dedicated to the study, documentation, and preservation of Assams and the Northeast's rich cultural heritage and diversity.

Physics, Chemistry, Botany, Zoology, Computer Science, and Mathematics departments have been conducting pioneering research in region-specific areas.

The Departments of Geography has been at the forefront of their respective disciplines, with pioneering research and innovative teaching. The Department of Botany has been working on mapping medicinal plant resources in the Titabor area, as well as conservation of rare, endangered, and threatened plant species, as well as exploration of microbial resources through in-situ and ex-situ processes. Furthermore, various national and international collaborations have been initiated, and a state-of-the-art research facility institutional biotech hub (IBT) has been established with funding from the Department of Biotechnology, Government of India.

Provide the weblink of the institution

<https://nnsaikiacollege.org>

8.Future Plans of Actions for Next Academic Year

- Collaboration with other institutions and universities so that resources, information, experiences, and opportunities can be exchanged and utilized for the greater benefit of the students.
- Holding a special workshop for the local farmers and involve students in the events so that they can gather a practical idea of cultivation and farming.
- Holding an awareness programme, agricultural training programme and plantation programme in the adopted village of the college.
- Extension of ICT based classrooms in the college so that the teachers and students can have a better accessibility to the modern and up-to-date methods of teaching and learning.
- Holding a training programme for teachers regarding the use of smart classrooms.
- A training programme for the girl students of the college on small-scale commercial enterprises.
- To launch a Vocational Course on "Dress Designing" for the girl students of the college in collaboration with Thengal Kachari Autonomous Council.
- Awareness programme on Covid 19 and the importance of hygiene among the neighbouring villages of the college.
- Holding Career Counselling among students by competent professionals and career guidance bureaus to help students plan for their future.
- Holding several interactive programmes with students and teachers of nearby High Schools on the following

topics: ? English Learning: grammar, construction of sentences, vocabulary development etc. ? Spoken English ? Map Reading ? Development of Basic Mathematics ? Different subjects of Science • Organize competition of the following areas of science ? Scientific model ? Science fairs ? Destination imagination ? Science poster ? General Science Subjects ? Arrange Science model competition among school students. • To promote and train NCC and NSS cadres for different social activities, physical activities and other extension activities.