

N A A C

for Quality and Excellence in Higher Education

Draft Report on Institutional Accreditation

of

Nehru College

P.O. Pailapool, Dist. Cachar, ASSAM

PTV: 29th – 30th September 2004

National Assessment and Accreditation Council

2/4 Dr. Rajkumar Roadm P.O. Box No. 1075, Rajajinagar, Bangalore

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P.O. Pailapool, Dist. Cachar, ASSAM**Section I: Preface**

Nehru College, P.O. Pailapool, Dist. Cachar, Assam, volunteered to be assessed by the National Assessment and Accreditation Council (NAAC), Bangalore and submitted a Self-Study Report in December 2003. NAAC constituted a Peer Team to visit the College and validate the Self-Study Report. The Peer Team composed Prof. Sukadev Nanda, Vice-Chancellor, Fakirmohan University, Balasore, Orissa as Chairman, Prof. ----- as Member, and Dr. Sadasiba Pradhan, Professor of Ancient Indian History, Culture & Archaeology, Utkal University, Bhubaneswar, as Member-Coordinator. The Peer Team visited the institution of higher learning on 29th – 30th September 2004.

Nehru College at Pailapool in the district of Cachar, Assam, was established in July 1965. It is affiliated to Assam University. It is a Non-Government Deficit Grant-in-Aid College. Since 1971 the College has been recognized by the University Grants Commission under Section 2(f) and 12(B) of the UGC Act, 1956.

The College has a well-maintained campus on 3.00 acres located in a **semi-urban** surrounding. The College has reasonably good infrastructure for the programmes run at present. It is an Undergraduate College offering U.G. courses in 07 subjects leading to B.A. Degree of Assam University. The College also runs the Higher Secondary course of the Assam Higher Secondary Education Council. There are 20 permanent, 07 temporary and 01 part-time teachers. Three of the permanent teachers have Ph.D. and another three have M.Phil Degrees. There are 10 members of Non-teaching staff. The College has 258 students including 04 students from other States. About 50% of students (130) are girls. While the success rate of the students is about%, the dropout rate is about%. The students are largely from the nearby rural areas with more than 50% belonging to the ST/SC and OBC category. Thus the College is catering to the needs of the different sections of the rural population in and around Pailapool. The College has a Central Library, Common Rooms, Sports facilities, Health Care, Canteen, Vehicle Parking Shed, Grievance redressal cell and some welfare schemes for employees. The unit cost of education of the College including the salary component is Rs./- and excluding the salary component is Rs./-.

The Peer Team meticulously analyzed the Self-Study Report submitted by the institution. During the two-day visit to the College, the Team went through all the relevant documents. Visited various departments and the facilities – academic, co-curricular, extra-curricular, sports and extension services of the institution. The members of the peer team also interacted at length with the members of the Governing Body, Principal, Faculty, Non-Teaching Staff, Representatives of Students, Parents and Alumni of the College. Based on the above exercise and keeping in mind the Seven Criteria identified by the NAAC, the Peer Team has given its concerted and objective assessment of the institution including the commendable features and the issues of concern in the following pages.

Section 2: Criterion-wise Analysis

Criterion I: Curricular Aspects

It is an Arts imparting Undergraduate teaching in Pass and Honours in English, Bengali, Hindi, Manipuri, Economics, History and Political Science. A students can opt for any of the languages Bengali, Hindi, Manipuri or Alternative English as Modern Indian Language. Honours is offered in English, bengali, Manipuri, Economics and Political Science. English is compulsory for all Degree students.

The programme have some amount of flexibility in time-frame and horizontal mobility.

The College follows syllabi framed by Assam University. Some of the teachers of the College are members of the commitees on courses of studies. The syllabi are revised and updated at intervals of 3 to 5 years. They are unitised by each department. It takes about a one year for the College to introduce a new subject as per the existing provision of the University.

Criterion II: Teaching Learning and Evaluation

The College admits students on merit on the basis of academic performance of students in the qualifying Examination. **Students opting for major programmes of study are required to appear at more than one screening test.**

The College admits a large number of first-generation entrants to higher education, belonging to SC/ST and OBCs. **Some remedial classes are held occasionally for the benefit of the academically weaker students.**

The College has 145 teaching days out of 227 working days per year on the average in the last three years. **The number falls short of 180, the stipulated by UGC, due to loss of a large number of teaching days during examinations and natural calamities.** 80% of the classes are taught by the permanent faculty.

The College has 20 permanent and 07 temporary and 01 part-time teachers for 258 students. The teacher-student ratio is thus **1:9**. The College hours are from **10.00 AM to 4.00 PM**. The teaching load of the whole-time teachers is **18-20 periods per week**. The teachers make teaching plans in the beginning each academic session, using the unitized syllabi. The progress of teaching is monitored at regular intervals and necessary corrective steps are taken.

The chalk and talk method is the basic mode of teaching at Nehru College.

When the need arises, the College can appoint temporary teachers on its own. However, these teachers are not covered by the scheme of grant-in-aid from the Government and the College has to bear the corresponding financial burden.

The College follows Government Rules in the recruitment of teachers. When a post is created or falls vacant, the College advertises the post in local dailies with the approval of the Government in the Department of Higher Education. The Governing Body forms a Selection Committee as per Government norms for the term of two years, which includes the Head of the Department concerned and two experts nominated by the Chairman of the GB out of a panel of names approved by the Vice Chancellor of the affiliating University. The College has recruited one teacher during the last two year.

The teachers (only one teacher) participate in national and international seminars and conferences. Departmental seminars are regular held. The

teachers very often attend refresher courses and orientation programme conducted by different Universities and Academic Staff Colleges. In the years 2001 and 2002, the numbers of teachers attending such programmes were and respectively.

The College has introduced self-appraisal of teachers for evaluating their performance. The self-appraisal reports are examined by the Principal and endorsed by to the Director of Higher Education. **The Principal and GB also obtain feedback about the performance of the teachers from students and their guardians through interactions and questionnaires handed out at random.** One teacher of Nehru College has received recognition for his contribution to Manipuri literature. The teachers participate in the administration of the College as members of various committees, like the Administration Committee, Examination Committee and the Library Committee, etc.

The College regularly publishes its updated prospectus informing the students the methods of evaluation, time-schedules, fees structure, discipline courses offered, faculty, Scholarships and stipends and other support services available in the institution.

Students of Nehru College have opportunity to participate in sports and other recreational activities. The College also encourages cultural activities of the students.

Criterion III: Research, Consultancy and Extension

Being single faculty undergraduate institution, Nehru College does not have intense research activity. The College does not lend financial support to research and there is no Research Committee to assist in preparing research projects. There are, however, three teachers with Ph.D. and three three teachers with M.Phil. Degrees. About 12% teachers are presently active in research.

The College does not publicise the expertise of its faculty members nor does it undertake any formal consultancy. **However, some of the teachers render honorary service to schools, societies, NGOs etc.**

The College has some extension activities on Community Development, Health and Hygiene awareness, Adult Education, AIDs awareness, Blood donation camps and Environment awareness.

They work in collaboration with Nehru Yuba Kendra.

The NSS unit of the College

Criterion IV: Infrastructure and Learning Resources

The campus of Nehru College measures three acres. It has Building on the campus, accommodating Principal's chamber, the College office, class rooms, the Central library, common rooms for boys and girls, a canteen and a museum.

The Central Library of the College has about 11,380 books. It subscribes to some periodicals. **In the last two years, the Library purchased books and periodicals worth Rs.** Several newsletters and newspapers are available in the Library. The Library has a computer **and the process of computerisation of the Library has started.** However, it does not have any reprographic facility. The Central Library is open on all working days from 10.00 AM to 04.30 PM. **The individual departments have their own Departmental Libraries, some of which are linked with the Central Library. The Central Library has a Library Advisory Committee consisting of some teachers and the Librarian, who acts as Convenor.**

The College undertakes construction of new building and other developmental work with the help of the development fund created by collecting development fees from students. It also receives donations for the purpose. It maintains its infrastructure mainly by utilising savings from its development and other funds.

The College has developed an ethnic museum for preservation and projection of local and tribal culture.

Criterion V: Student Support and Progression

Nehru College brings out a Prospectus every year at the time of admissions. It contains an introduction to the College, its aims and objectives, infrastructural facilities, courses and programmes offered, the admission procedure, the fee structure, scholarships and awards available, general rules of discipline, the list of staff and the Academic Calander.

The College has 258 students in its Degree classes and admits around 100 each year. The admission policies are explained by the Principal to the prospective applicants and are also stated in the College Prospectus. There are no applications from students of foreign origin and the College does not have any special policy for such applicants.

The dropout rate is about 10% and the pass rate is about 75%.

The College does not keep track of its students who succeed in qualifying examinations like NET/SLET, GRE, TOEFL etc or the State and Central Civil Service Examinations. However, one ex-students is known to have cleared the UGC-SLET.

Students of the College are eligible to get the Merit Scholarships awarded by the Central and State Governments. Stipends are also available to students belonging to SC, ST and OBC categories fro state government. In the last years, student received merit scholarship and nearly students belongong to SC/ST/OBC categories received stipends.

Poor students are granted with full and halh free studentship from the 'Students Aid Fund' of the College.

The College provides opportunities to perticipate indoor and outdoor games and cultural programmes. The students perticipate in debates and write in the College magazine and the **Wall Magazines published by some departments.**

The College does not have any employment cell or placement cell. However, the College has **an Information, Career Guidance and Counselling Cell, that conducts some training programmes.** The teachers often act as personal and academic counsellors both inside and outside the class rooms. When the need arises, the teachers meet the students at their homes or in the teachers' residences.

A large number of alumni of the College hold prominent positions as administrators, College and University teachers, and School-teachers, performing artists, professionals and businessmen. There is an Alumni Association plantation and campus cleaning drives.

Criterion VI: Organisation and Management

Nehru College is being managed by a Governing Body (GB) formed according to the Assam Aided College Management Rules, 1976, as amended from time to time. The State Government nominates the President and three other members. The Principal acts as the Member-Secretary and the Vice-Principal is an ex-officio member. The Vice-Chancellor of the Assam University nominates two members, the teachers elect two representatives from among themselves and the Principal nominates one member of the non-teaching staff. The Principal is the academic and administrative head of the institution. The Governing Body and the Principal run the administration of the College according to provisions of Government orders and directives of the University. The GB has accepted all the recommendations made by Selection Committees in the recent past in the matter of appointment of teachers and non-teaching staff.

Several Committees constituted by the Principal help in running the day-to-day administration of the College. The College prepares the Academic Calander, the updated prospectus and the general routine. The college obtains self-appraisal reports of teachers and takes necessary steps to maintain discipline in the College. The Admission Committee is in charge of conducting the admission process to both Degree and Higher Secondary Classes. Besides these, the Examination Committee, the Library Committee, Committee for Extension Activities and the Career Guidance and Counselling Cell have demarcated areas of responsibilities. The functioning of the Committees ensures the decentralisation and transparency of administration.

The tuition fees collected by the College for programmes covered by the deficit grants are guided by directive of the State Government and are uniform all over the State. The tuition fee of a student is Rs. 720/- p.a.. In addition all students have to pay Rs. 80/- p.a. as Library fee.

The College prepares its Annual Budget and gets it approved by the GB. The amounts spent on different non-salary items closely follow the amounts provided in the budget, which indicates good financial discipline. The College has a system of

Internal Audit and it also faces regular Govt. Audit. The College has a deficit budget.

The Principal and the GB monitor the performance of non-teaching staff. When the situation demands, the positions of the staff members are reshuffled.

Financial resources of the College come mainly from students' fees, the deficit grant from the State Government, donations and fund raising drives.

The annual budget of the College includes income and expenditure related to the Higher Secondary programmes as well.

There is no staff development programme for training of the non-teaching staff.

For the teaching and non-teaching staff, the College has Thrift and Credit Co-operative Society for providing financial aid to the member in times of exigencies. The College has recently constituted a Grievance Redressal Cell (GRC) with the Principal as the Chairman.

The has intercom facilities.

Criterion VII: Healthy Practices

The Peer Team has observed some good practices designed to improve the administration and academic performance of the college. These are as below:

- ▶ The College has a democratic and participative administration. Several committees constituted with specific responsibilities related to admission, examinations, extension work, cultural activities, etc.
- ▶ The College has some community orientation programmes by way of organising various awareness campaigns in the neighbouring rural areas.
- ▶ Students of the College are disciplined and follow a uniform dress code, which gives them a sense of identity.
- ▶ Feedback from students on campus experience and on teachers' teaching.

Section 3: Overall Analysis

Nehru College has the distinction of extending the benefit of higher education in Arts among the rural and weaker section of the society. It primarily caters to the first generation learners of the society in this part of Assam. It is a backward and flood prone area. The performance of the students of the College in University examinations does not fulfill the expectation of the teachers and management due to the weak academic background of a large section of students admitted. However, the shortage of teaching days may be another reason for such poor performance.

The College offers teaching in conventional subjects in Arts.

The College has a good management, which is sensitive to the needs of the institution. However, it functions under uncontrollable constraints. The difficulty of raising resources in a backward area, the loss of teaching days and the pressure on the infrastructure due to floods and the general shortage of resources stand in the way of rapid development of the College. The Peer Team, after a thorough overview of the different aspects of functioning of the College, likes to commend the College for the following:

- Initiatives taken to computerise the Central Library to provide better service to the users.
- Though research activity is not very significant, the College encourages research.
- Publications by some teachers.
- The College is sensitive to the needs of the local populace. It plays an active role in organising relief during flood.
- Students and teachers willingly take part in the relief works.
- Provision of safe drinking water.

Recommendations:

The Peer Team would also like to make certain recommendations for further development of the College.

- The College may consider diversifying its courses by introducing more need-based and career-oriented in Science and Commerce, BCA, Mass

Communication and Journalism, Tourism and Travel Management, Home science, Entrepreneurship, Communicative / Functional English. Some short term courses suitable for girl students may also be thought of, like Food Processing, screen printing, DTP, Tailoring and Knitting and Fashion designing etc.

- The College may seriously contemplate to introduce some UGC sponsored Vocational Courses taking in to account the local needs.
 - However, before introducing any such courses, college may obtain feedback from Academic Peers, employers and various stake holders.
 - The College may impress upon the university to bring about structural changes in the existing traditional courses, keeping pace with the changes and challenges of the 21st Century.
 - All teachers need to be encouraged to improve their acadmic qualifications under faculty improvement programmes such as pursuing research leading to M.Phil. and Ph.D. Degrees, participating regularly in seminars and conferences and attending U.G.C Orientation Programmes and Refresher Courses. This will strengthen the academic base of the institution.
 - The College needs to expand its extension and outreach activities by introducing N.S.S.
 - Library facilities need to be augmented by procuring more text books and reference books, particularly of latest editions. The computerisation of the library may be completed early.
 - The College may consider strengthening the newly established computer centre by adding more systems and providing internet facility for browsing by students and yeachers.
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- The teachers may use the teaching aids like OHP and Slide Projectors to generate interest in the subjects.
 - The number of teaching days falls short of the number stipulated by UGC, viz. 180per year. The College may consider ways of reducing the number of teaching days lost due to examinations, natural calamities like Flood and vacations.
 - The pass rates in some subjects like English and Economics are rather low. The College may try to impart remedial coaching in these subjects for the academically weaker students.
 - The Management may consider the possibility of organising training programmes for teaching as well as non-teaching staff in computer applications.
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- Sports activities may be geared up.
 - The College may move the UGC for hostel facilities for the students coming from far of places.
 - The College may act as a facilitator for its employees for availing various loans from banks.

The Peer Team is pleased to note the contribution of the College in spreading higher education among the weaker section of the society. Its accomplishments are noteworthy and the institution has ample opportunities to reach newer academic heights. The Peer Team also appreciates the enthusiasm and commitment of the Principal and his colleagues in the Progress of the institution. The Peer Team compliments the entire academic community of the College for maintaining congenial atmosphere.

The members of the Peer Team would like to place on record their sincere thanks to the Principal, Members of the Governing Body, faculty, non-teaching staff, students, parents of the students and alumni for their co-operation and assistance during the visit of the NAAC Peer Team.

NAMES AND SIGNATURES OF THE PEER TEAM MEMBERS :

(Prof. Sukadev Nanda)
Pradhan)

(Prof. Manjari Choudhuri)

(Prof. Sadasiba

Chairman
Coordinator

Member

Member

I have read the Report and agreed with its contents.

(Dr. A. S. Chowdhury)

Principal I/c

Nehru College

P.O. Pailapool, Dist. Cachar, ASSAM