



INSTITUTIONAL ASSESSMENT AND ACCREDITATION **(Effective from July 2017)**

Accreditation - (Cycle - 3)

PEER TEAM REPORT ON **INSTITUTIONAL ACCREDITATION OF** **KAMARGAON COLLEGE**

GOLAGHAT

Assam

785619

(Draft)

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

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	KAMARGAON COLLEGE GOLAGHAT Assam 785619	
2.Year of Establishment	1972	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	1	
Departments/Centres:	8	
Programmes/Course offered:	8	
Permanent Faculty Members:	21	
Permanent Support Staff:	7	
Students:	789	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Located in a tribal area. 2. Co-educational college affiliated to Dibrugarh University. 3. Offers four self-financed programmes.	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 29-03-2019 To : 30-03-2019	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. VENKATA CHALAM KURUMA	FormerVice Chancellor(in-charge),PALAMURU UNIVERSITY
Member Co-ordinator:	DR. MANJU JAIDKA	FormerProfessor,PANJAB UNIVERSITY CHANDIGARH
Member:	MR. BITKUPAR LAITFLANG	FormerPrincipal,NONGSTOIN COLLEGE
NAAC Co - ordinator:	Dr. Ruchi Tripathi	

Section II: CRITERION WISE ANALYSIS

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

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

The institution has been established to develop the defining elements of quality life in the society. Value based, job oriented courses are offered in addition to the traditional courses under the parent university. In tune with the goals and objectives of the institution, academic programmes are also initiated with the proper implementation of plan and strategy. To assess the quality and relevance of curriculum, feedback mechanism is adopted among the stakeholders.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

Since teaching, learning and evaluation is one of the major components of the institution, the college gives wide publicity to the admission process through prospectus, institutional website and advertisement. Cut-off mark is set for selection of students for various courses. To ensure effective teaching and learning, the institution organizes extra tutorial classes for academically backward students. Guidance and counseling cell is in place. The institution also prepares academic calendar, annual teaching plan and schedule and formulates monitoring and feedback mechanism and all information is disseminated to the students and faculty. The college provides modern teaching aids such as: LCD projector, Overhead Projector and other audio visual aids and internet classroom transaction and reading materials. In order to raise the teaching competence, regular feedback is taken from the students. For further professional development of the teachers, the management of the college grants study leave to participate in national and international seminars. Some of the teachers are involved in minor and major research projects as well. Moreover programmes are organized by the college on various academic and social issues. The institution maintains a healthy relationship with the parents of the students and regular meeting are organized to share the problems.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

The college has a research committee for promotion of research consisting of teachers and students. The faculty members and the students carry out research activities under the provisions of various funding agencies. The faculty members engage themselves in Minor Research Projects funded by UGC. They also participate in various National seminars, workshops and conferences.

Besides, the institution has promoted the participation of the students and faculty in extension activities. The college has adopted two villages for extending community service. Moreover the college organizes programmes like health camp, eye camp, flood relief camp, agrobased training programme, self employment training programme etc. to cater to the needs of the society.

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

Qualitative analysis of Criterion 4

The total area of the college is 7.17 acres. The college has a sufficient number of classroom and a well equipped seminar hall and an auditorium, administrative block, women's hostel, technically enabled, smart classroom, digitalized library, language lab, computer lab. The college has other learning resources such as: LCD, OHP, internet with some Wi-Fi facility, reprographic facilities, two generators, cctv, etc. the college has also provided separate common rooms for boys and girls. The library is digitalized and equipped with computers, reprography, printer, internet, e-books, e-journals, inter library loan facilities, N-List, OPAC service and book bank etc. At present the library is making use of SOUL (2.0) software provided by INLIBNET, HYDERABAD. There are 10 newspapers and 15 magazines in the library. Apart from this the college has a central computer lab for the staff and students. The institution's website is kamargaoncollege@yahoo.co the college also has a girl's hostel with recreational sports facilities. The college takes special measures to ensure women's participation in intra and inter institutional sports and cultural events. Moreover, the college has provided the services such as a departmental room, Pure drinking water, toilets for the students and staff, canteen, telephone, central computer room, parking facilities, etc. There is a gymnasium and grounds for outdoor games like volleyball, basketball, badminton.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

The college has adopted certain plans and chalked out various programmes for inculcating the desirable values amongst students. The college has also adopted certain schemes for skill development of the students to make them fit in the competitive Job market. Students have made a mark in international and national football.

The college has introduced career oriented courses such as Yoga, Beautician course, computer education Proof reading etc. for the benefit of the students. The required infrastructural facilities such as computer internet, guidance and counseling, scholarship, free ships are available in the college for students support and progression. More than 70% students are from ST category.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

In pursuance of the institutional vision and mission the leadership and management of the college has made some commitments to the stake holders which have been executed in a desirable way. The college has organized academic as well as administrative bodies for functioning of their respective responsibilities. The college has a management information system to provides all important information to the teachers, students and the other stakeholders as well.

The college has an annual budget and financial statement for day-to-day and periodical expenses. Transparency and economy in financial management and administration are followed since the source of funding is the government and the scope of financing the institution is limited. External and internal audit takes place.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The college helps neighboring villagers during times of flood by giving them shelter, clothes, food, and monetary assistance.

A weaving centre has been set up in the hostel in order to promote traditional handcrafts.

There is a dress code; the students wear a college uniform and assemble for morning prayers daily.

With the help of a language lab an effort is made to improve the communications skills of students in the English language.

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

Strength

Institutional Strength :

1. Only Tribal College in the entire locality.
2. Pioneering institution in Arts in this locality.
3. PG course in distance mode in Assamese, English and Political Science under KKHSOU.
4. PG distance-learning courses under Dibrugarh University in the subjects of Assamese, English, Sociology, Pol.Sc. and Economics.
5. NAAC accredited with B grade in 2011.
6. A well equipped library with more than 17,000 books 18 regular journals and 3800+ e- journals.
7. College runs a weaving centre, tailoring classes, and a beautician course for the students.
8. Language Laboratory with 15+1 computers.
9. Computer Laboratory with internet access.
10. College uses solar energy for streetlights and hostel facilities.

Institutional Weakness :

1. PG Courses are not available in all subjects.
2. Research facilities may be improved.
3. Insufficient teaching and nonteaching staff.
4. Inadequate Sports facility.
5. No hostel facilities for boys.
6. Lack of residential quarters for staff.
7. Lack of sufficient land area for infrastructural expansion.

Institutional Opportunity :

1. Locational advantage having proximity to the NH 37.
2. Scope for collaboration with industries such as NRL and the nearby Tea Estates.
3. Collaborations with institutes of higher learning (State & National).
4. Opportunities for the students to pursue further studies in higher educational Institution in Jorhat and Golaghat which is only 50 & 25 kilometers away from the college.
5. Opportunities for Inter-State educational Exchange Programmes with the North Eastern States like Nagaland and Arunachal Pradesh.

Institutional Challenge :

1. Threat from other academic institutions having more infrastructure and other academic facilities.
2. Large-scale migration of students to the colleges situated in towns and cities.
3. Growing demand for more application of ICT in academic transactions.
4. Lack of freedom regarding Curriculum Development, Examination reform etc.
5. Lack of prompt initiatives of the concerned government departments in matters related to the recruitment, promotion of faculty etc.
6. Due to shortage of faculty, running of PG course in the college has become difficult.
7. Since the government has not introduced any scheme for introduction of New Streams, the college is finding it difficult to compete with the nearby colleges having more than one stream.

Section IV: Recommendations for Quality Enhancement of the Institution

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

- Vacant teaching positions may be filled.
- Faculty may be encouraged to attend/organize seminars and conferences.
- New courses in science and commerce may be initiated.
- Career counselling, effective communication skills, and personality development of students needs to be focused on.
- Sports facilities may be strengthened.
- Canteen facilities and toilets need improvement.
- Efforts may be made to counter the high dropout rate of students.
- College may consider opening a performing arts dept to hone the talents of the students.
- Efforts may be made to convert the distance mode PG classes into regular Master's classes.

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

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. VENKATA CHALAM KURUMA	Chairperson	
2	DR. MANJU JAIDKA	Member Co-ordinator	
3	MR. BITKUPAR LAITFLANG	Member	
4	Dr. Ruchi Tripathi	NAAC Co - ordinator	

Place

Date

NAAC