



INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 3)

PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
NAGAON G. N. D. G. COMMERCE COLLEGE
C-17352

Nagaon
Assam
782003

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21/8/2024

Dr. M. C. Dilipkumar
Chairman

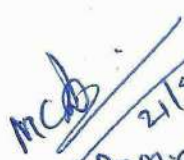
Ramdas
21/8/24


Prof. Ravinderkumar
Member - Coordinators


K. Nithya
21/8/24
K. Muthurazyan
Member

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:	NAGAON G. N. D. G. COMMERCE COLLEGE Nagaon Assam 782003	
2. Year of Establishment	1984	
3. Current Academic Activities at the Institution (Numbers):		
Faculties/Schools:	1	
Departments/Centres:	8	
Programmes/Course offered:	3	
Permanent Faculty Members:	13	
Permanent Support Staff:	9	
Students:	963	
4. Three major features in the institutional Context (As perceived by the Peer Team):	1. A Coeducational constituent urban College with two 2f 12b of UGC 2. Eco-friendly campus 3. The college is primarily catering to the needs of Higher Education of the under-privileged sections of society	
5. Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 20-08-2024 Visit Date To : 21-08-2024	
6. Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. MONIPPALLIL CHANDRASEKHARAN NAIR DILEEPKUMAR	Former Vice Chancellor, SREE SANKARACHARYA UNIVERSITY OF SANSKRIT KALADY
Member Co-ordinator:	DR. RAVINDER KUMAR	Dean, Jamia Millia Islamia
Member:	DR. K MUTHURAMAN KANNAYAN	Dean, ANNAMALAI UNIVERSITY
NAAC Co - ordinator:	Dr. Devender S Kawday	


 21/8/2024
 Dr. M. C. Dileep Kumar
 Chairman


 21/8/24
 Prof. Ravinder Kumar


 21/8/24

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 planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<i>Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum</i>
1.4	Feedback System

Qualitative analysis of Criterion 1

The G.N.G.D. Commerce College, Nagaon (Assam) is in the urban area and spreads over 2.967 acres of land. It is a co-educational institution and provides higher education to both weaker section and affluent section. The college provides reservation as per the Government norms. The college is running two UG programmes and one P.G. programme in Commerce and Management disciplines besides some job-oriented certificate courses. The college follows curriculum and the academic calendar prescribed by the affiliating University - The Guwahati University. The college prepares the annual plans for the effective implementation of the curricular and co-curricular activities. The college has a systematic mechanism for analysing and effective implementation of the curriculum objective set by the affiliating university. The IQAC monitors the curriculum aspects of the college through a well-documented procedure which involves strategic plan, academic calendar of the college, university academic calendar, departmental academic plans, prospectus, etc. The college has effectively implemented Choice Based Credit System (CBCS).

IQAC conducts a meeting in the beginning of the session to verify the syllabi. Departments of the college prepare course plans and regularly maintain Academic Diary. Each academic session starts with a Student Induction Programme organised by IQAC. The curriculum has relevant, significant, and multidimensional issues on gender, human values, environment, and sustainability. ICT methods are used to engage the classes. Seminars, workshops, special lectures, group discussions, tutorials, paper presentation by the students, educational tours, and field trips are some measures taken for effective curriculum delivery. Teacher-mentoring system is implemented as a regular practice of the college. Remedial classes are offered to slow learners. Advanced Learners are also encouraged to learn through self-learning platforms such as SWAYAM, Udemy, edX, etc. The college devises its academic calendar as per its Parent University calendar with minor modifications to facilitate its internal functioning.

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Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
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 and teachers use ICT-enabled tools including online resources for effective teaching and learning process
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website
2.6.2 QIM	Attainment of POs and COs are evaluated. Explain with evidence in a maximum of 500 words
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

An induction programme is organized in the beginning of every academic year for the newly admitted students. It helps the students to familiarize with the course, mode of internal and external assessment as well as facilities available in the college. In the beginning of every academic year, teachers are nominated as the class-in-charge/mentor of every class. Teachers before beginning of their courses informally get the pulse of the students in the class, their knowledge about the course and their comfort level with English as medium of instruction. Remedial and extra classes are conducted for slow learners. The college has ICT-enabled classrooms and LCD projectors are also used by the faculty. The internal evaluation process is fair, and the students are satisfied. The percentage of teaching faculty with Ph.D. is to be enhanced. There are vacant posts to be filled after getting sanction from the government. The institution needs more permanent teachers to ensure quality of education and to have a sense of responsibility in them. The teachers are encouraged to participate in various orientation programmes, refresher courses, etc from time to time. For continuous upgradation of the skill and teaching learning methodology, teachers are encouraged in doing short-term courses from time to time. Continuous evaluation process is implemented as per the university norms. Class assignments, class tests and presentation from the students are regularly conducted to assess the progress of each student. Class attendances are regularly monitored.

The college always aspires to make teaching-learning a two-way process by encouraging and motivating the students to actively participate in the teaching-learning activities. To cater to the heterogeneous background of the learners, the college adopts diverse assessments and learning strategies such as Class Quiz, Periodical Test, Viva-voce, remedial class, group discussion etc. The faculty members extensively use Google classroom, Google quiz, Google meet, Google sheets, Zoom platform, e-resources to deliver the contents of the course and for the evaluation purpose. Institution has Grievance Redressal Mechanism. Average pass percentage of the students during last 5 years is 68.4%.

The college has adopted effective measures such as Project work, Field surveys and other value-added activities, Group discussions, Students' seminars, editing departmental wall-magazine etc. To promote participative learning Faculty exchange programmes are organized at the local level by the college to

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accelerate mutual exchange of ideas and knowledge besides visits to higher educational institutions. Quiz and Debate competitions are also arranged by the college to facilitate participative learning.

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, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.
3.4.2 QIM	Awards and recognitions received for extension activities from government / government recognised bodies
3.5	Collaboration

Qualitative analysis of Criterion 3

The college promotes research along with routine curricular and cocurricular activities. A good number of faculties has the aptitude for academic excellence, and they are actively engaged in research. Some minor research projects sponsored by U.G.C have already been completed. The IQAC of the college monitors and addresses issues related to research. Towards fulfilment of social responsibility, the college frequently carries out several extension activities such as awareness programmes on women empowerment, cleanliness drive, village adoption etc. In emergency or crisis, the institution is always there to support local people. As part of curriculum the students undertake field study, project work, etc. The members of the Research Development Cell and Innovation and Career Guidance Cell (ICGC) take the lead to support research activities and innovation initiatives amongst the faculty and students. Several extension activities and community outreach programs were frequently organized by NSS and NCC in collaboration with NGOs and other organizations. Along with the regular commerce subjects like accountancy, management and banking, students are also taught about environment, communication skills and soft skills, vernacular and world literature, and Information technology. The research activities need to be strengthened. More postgraduate courses are inevitable. Rainwater harvesting and waste management systems are in track. NCC cadets and NSS volunteers are performing well in the college as well as at the university level. The principal himself is directly monitoring the innovations and extension activities with the help of assigned teachers. Both male and female students are actively engaged in NCC.

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Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)

4.1	Physical Facilities
4.1.1 QIM	<p>The Institution has adequate infrastructure and other facilities for,</p> <ul style="list-style-type: none"> • teaching – learning, viz., classrooms, laboratories, computing equipment etc • ICT – enabled facilities such as smart class, LMS etc. <p>Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)</p>
4.2	Library as a Learning Resource
4.2.1 QIM	<p>Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students</p>
4.3	IT Infrastructure
4.3.1 QIM	<p>Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection</p> <p>Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words</p>
4.4	Maintenance of Campus Infrastructure

Qualitative analysis of Criterion 4

Nagaon GNDG Commerce College has total campus area of 135039 sq ft (2.967 acres), total built up area of 10430 sq ft. Total number of classrooms: 14, 1 computer lab with 65 computers in working condition. Wi-Fi facility is available for both the students and the staff on the campus with 380 Mbps. There are totally 8 departments with specific identity in the college, namely Accountancy, Finance, Statistics, Economics, English, Assamese, BBA, and M.Com. There are 9 digital classrooms along with 2 digital smart halls. College has 2 seminar halls wherein the programs of academic importance and co-curricular activities like conferences, workshops, meeting on the celebration of National and International events are organized for the benefit of the students and the faculties. College has a computer lab to provide practical learning on computers for the students. It has 40 computers in the lab for both students and teachers. College has a Central Library which contains total number of 12,962 textbooks, a few journals, magazines, and other important collections. The library is confined to the area 2640 sq ft. Besides the central library, a few departmental libraries are also there in the college. The college has one Indoor stadium confined with area 3857sq ft. The stadium has two badminton courts, two table tennis courts, and artificial flooring. The college has one gymnasium, girls' common room, teachers' common room, departmental room, and an examination control room, boys' common room, NSS, NCC, Students' Union Body, and medical room, Grade IV staff quarters, and a functional canteen. College has also separate vehicle parking facilities for college staff and the students. The college has ramp facilities for PWD students and differently-abled-friendly toilet facility too. There is a well-equipped gymnasium in the college. Students both boys and girls work out in the Gymnasium. The college shares playground with a nearby Government Higher Secondary school. The college should find out some space inside the campus to facilitate the needs of the students for sports activities. Even if the college is having a safe and secured girls hostels right inside the campus, a boys' hostel is also inevitable for catering to the needs of male students who outnumber the female students.

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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
5.4	Alumni Engagement
5.4.1 QIM	There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Qualitative analysis of Criterion 5

The college creates a positive ambience for the multi-dimensional development, progression, and career augmentation of the students. Continuous efforts are made to provide a well-planned support system for the welfare of the students. The institution facilitates student representation and engagement in administrative, co-curricular and extracurricular activities. The college provides seven value added courses for the students. The college also organizes various programs on badminton, basketball, cestoball, acting skills, and other co-curricular activities for the all-round development of the students. The college has a career counselling and placement cell to give special focus on coaching for competitive exams, career counselling, soft skill development, remedial teaching etc. but there is no language lab available for the students. Gym and Yoga facilities are provided for the students. An effective Grievance Redressal mechanism is in place. Some scholarships and free ships are available from the government and meritorious students avail scholarships from non-govt. agencies too. The college has adopted zero tolerance policy for ragging and sexual harassment. The college has a Students Union. The members of the student's union are incorporated into various cells and committees of the college. Students Union organizes and celebrates local and national important days, birth, and death anniversaries of eminent personalities. NCC and NSS units of the college are functioning smoothly. The college has an active registered Alumni Association with its own functioning guidelines, which provides various supports to the college. The Alumni Association was very active during the Covid Pandemic period to reduce the stress and strain of the students by ensuring supportive services including counseling. The Alumni Association donated a water fountain on the college, an important step towards beautification of the campus. The Association provided many infrastructural facilities like book bank for economically poor category students, Water Coolers, solar light, etc. in the college campus. A prominent alumnus of the college, Mr. Rupak Sarma, present MLA of Nagaon Batadrava Constituency is the president of the current Alumni Association.

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Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	<i>The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.</i>
6.2	Strategy Development and Deployment
6.2.1 QIM	<i>The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc</i>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)
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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Qualitative analysis of Criterion 6

The college with a dedicated teaching faculty and efficient administrative staff under the guidance of the principal is making a sincere attempt to prepare the students for a good career in Commerce and industry and helps them to build up character and personality for becoming of responsible citizens of Bharat. The vision of the college is to serve as an effective institution of development and change in a globally competitive environment by providing quality education in Commerce and Management disciplines. The college offers ample opportunities to the students develop their potential in art, culture and literature, and sports. Now the college offers the Four-Year Undergraduate Programme (FYUGP) of Guwahati University as per UGC's Curricular Framework, in tune with NEP 2020. Decentralization and participatory management are key features of academic and administrative framework of the institution. The governing body is the apex body of the college which has representatives from the state govt., affiliating university, teaching staff, non-teaching staff, guardians, and donors. IQAC has representatives from the teaching and non-teaching staff of the institution. Committees and cells are given adequate power to truly implement decentralization policy of the institution. The organizational structure of the institution comprises the governing body at the apex level, followed by the Principal, Vice Principal, Heads of Departments, Faculty Members and Support staff. E-governance measures are adopted in the admission process, examination form fill-ups, library and learning support system and many others. Office of the college is increasingly becoming paperless i.e., environment friendly. The institution has performance evaluation system that includes teacher performance through student's feedback etc. The institution regularly conducts Academic and Administrative audits, Green Audit, and Energy Audit. Due to effective functioning of IQAC, significant contribution is made in the assessment including smart classroom. Memorandum of Understandings (MoUs) for student-faculty exchange, quality audit, introducing digital library, online admission, paperless transactions, students' satisfaction survey etc. The college has received grant in aid from the State govt. and RUSA during the assessment period.

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Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. <i>Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words</i>
7.1.4 QIM	Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)
7.2	Best Practices
7.2.1 QIM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual
7.3	Institutional Distinctiveness
7.3.1 QIM	Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Qualitative analysis of Criterion 7

The college has taken up practices to create a green and eco-friendly campus. The college has also undertaken community engagement initiatives to instill a sense of responsibility, and promote woman empowerment and ecosystem. During the assessment period the institution implemented various best practices. The woman cell and various departments organized several gender equality programs to bring a positive change in the attitude and support equality among genders within the institute and in the outreach. The objective is to promote inclusiveness, tolerance, harmony and women empowerment. Health and hygiene related interactive programmes were conducted by the women cell of the college. Specialists were invited from Narayana Hospital Guwahati to provide insights on health issues of girls and an awareness program on Cervical Cancer was organized in one of the adopted villages of the institution. Students played an active role in various programmes on entrepreneurship development. Also, they attended training programmes on soft skills, waste management, etc. Functioning of CCTV is visible in the campus and a solar power system is functioning. Several solar power-based streetlights have been installed in the college campus as an alternative source of energy. A rainwater harvesting unit is functioning properly. Green audit and energy audit is a positive sign. Efforts have been taken to manage the waste in a proper way. Students are aware of the ill effects of the waste in the environment. Majority of staff and students use the public transport, and it helps to avoid pollution and to ensure ecofriendly environment. The college observes National Leaders Memorable Days with special programmes and remember their contribution to the society. The college takes efforts to ensure plastic free environment in the campus.

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

Overall Analysis

Strength:

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1. The college has a beautiful and ecofriendly campus.
2. The Wi-Fi facility is made available in the campus for both teachers and students.
3. Systematic coordination and intervention of IQAC in academic matters.
4. Academic programmes are envisioned on gender equality and ethical standards.
5. Remedial coaching for slow learners is provided.

Weaknesses:

1. Lack of sufficient permanent teachers.
2. No playground for the college.
3. No language lab to develop the communication skills of learners.
4. No hostel facility for boys to attract students from far off places.
5. Placement activity has to be strengthened.

Opportunities:

1. Since the college is located in the urban environment, it has more scope for on the spot training and the introduction of more number of MoUs.
2. By considering the recent technological advancement (AI, etc.), new programmes of study can be introduced.
3. There is a possibility of introducing a greater number of add-on courses.
4. Special training may be given to NCC cadets to create job opportunities in defence service.

Challenges:

1. Poor socio-economic background of students.
2. Lack of communication skills in English.
3. Establishing an industry-institutional interface.
4. Being a constituent college, less autonomy in academic and administrative matters.

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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)

- The college has to appoint required number of permanent teachers.
- The college must identify land for playground with all sports facilities.
- The institution must accumulate more books for the library to cater to the needs of students.
- The college must construct a hostel for boys.
- The institution must exploit the resources of alumni for the all-round development of the institution.
- More endowments and scholarships must be created to support students.
- The capacity of the computer lab may be enhanced by installing more number of computers.
- The institution must establish industry-institutional interface.
- More job-oriented undergraduate and postgraduate degree programmes may be introduced.
- To increase computer literacy, add on courses may be introduced.

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

Dr. M. C. Dileep Kumar
Chairman
MCQ
21/8/2024

Ramadev
21/8/24
Member-Coordinator

Signature of the Head of the Institution

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NAGAON GNDG
COMMERCE COLLEGE
NAGAON : ASSAM
Seal of the Institution

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21/8/24
Member



Sl.No	Name		Signature with date
1	DR. MONIPPALLIL CHANDRASEKHARAN NAIR DILEEPKUMAR	Chairperson	<i>ncb</i> 21/8/2024
2	DR. RAVINDER KUMAR	Member Co-ordinator	<i>Ravinder</i> 21/8/24
3	DR. K MUTHURAMAN KANNAYAN	Member	<i>K. Muthuraman</i> 21/8/24
4	Dr. Devender S Kawday	NAAC Co - ordinator	

Place

Nagaon (Assam)

Date

21-08-2024