INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 3)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
TINSUKIA COLLEGE
C-8454

Tinsukia
Assam
786125

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:	TINSUKIA COLLEGE Tinsukia Assam 786125
2.Year of Establishment	1956
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	
Departments/Centres:	18
Programmes/Course offered:	19
Permanent Faculty Members:	69
Permanent Support Staff:	27
Students:	2311
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. • 66 Years old college providing diverse programmes 2. • Catering the requirements of rural background students 3. • Active & Supportive Alumni Association
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 07-02-2023 To : 08-02-2023
6.Composition of Peer Team which undertook the on site visit:	

	Name	Designation & Organisation Name
Chairperson	DR. WAZIR SINGH LAKRA	FormerVice Chancellor,CENTRAL INSTITUTE OF FISHERIES EDUCATION
Member Co-ordinator:	DR. MRIDUL DHARWAL	Professor,Sharda University
Member:	DR. SUKHBIR KAUR	FormerPrincipal,KHALSA COLLEGE FOR WOMEN AMRITSAR
NAAC Co - ordinator:	Dr. M.S. Shyamasundar	

Section II:CRITERION WISE ANALYSIS	
Observations (Strengths and/or Weaknesses) on each qualitative metrices 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 Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	**The Institution ensures effective curriculum delivery through a well planned and documented process**
1.1.2 QlM	**The institution adheres to the academic calendar including for the conduct of CIE**
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	**Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum**
1.4	Feedback System

Qualitative analysis of Criterion 1
Tinsukia College is one of the oldest co-educational institution in Assam established in 1956. The college is affiliated to the Dibrugarh University. It offers 19 UG programmes. The curriculum is designed by the affiliating university thus no flexibility as far as curriculum design is concerned. Few teachers of the college are the members of Board of Studies and also involved in evaluation activities of the university. The college adheres to the academic calendar of the University and maintains the teachers' diary where each teacher records their daily progress. The college is following the CBCS which ensures academic flexibility. The College offers 14 + 13 =27 short term certificate/value added courses to enhance the employability of students such as course on cutting and sewing, agricultural training, spoken english. Physics Dept. offer short term certificate course on Basic Astronomy. The College ensures the experiential learning through project/field work. Various programmes have courses on cross cutting issues like Feminism: Theory & Practise, contemporary India: Women & Empowerment, Sustainable development, Biodiversity, Applied Ethics, labour & industrial law. Environment awareness and sustainability is being taught as a compulsory course and also through extra curriculum activities. Feedback on curriculum is obtained from various stakeholders through offline mode.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QlM	**The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners**
2.3	Teaching- Learning Process
2.3.1 QlM	**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences**
2.3.2 QlM	**Teachers use ICT enabled tools for effective teaching-learning process.**
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QlM	**Mechanism of internal assessment is transparent and robust in terms of frequency and mode**
2.5.2 QlM	**Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient**
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	**Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.**
2.6.2 QlM	**Attainment of programme outcomes and course outcomes are evaluated by the institution.**
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2
Admission of Students takes place through Govt. of Assam Portal 'Darpan'. The list of admitted students is published on the website and portal. Majority of students are admitted from the nearby area. College is putting efforts to cater the needs of rural background students through extra /remedial classes. Mentoring is taking place through informal way.

The college adopts several students' centric teaching learning like Experiential learning (field visit to Manas National Park , Dibru- saikhowa national park, District fisheries, industrial visit to research & development unit Oil India limited, Duliajan), Participative learning (wall magazine, mock parliament, debate), and Problem solving methodologies (Presentation, Quiz etc.)

The faculty members practice ICT enabled teaching methodology through ICT platforms such as google classroom, Zoom, smart board, LCD projectors. Various softwares such as SPSS, Mathematica are used by faculty members.

For Internal assessment, the college follows the pattern as prescribed by the affiliating University. The internal evaluation system comprises of two sessional examination, attendance, and seminar/group discussion. Grievances related to examination/evaluation are dealt by class teachers through informal manner.

Student faculty ratio is on higher side.
Programme outcomes and Course outcomes are defined by the affiliating University and college is in the initial phase to learn the process of PO and CO attainment.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Research Publications and Awards
3.3	Extension Activities
3.3.1 QlM	**Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.**
3.4	Collaboration

Qualitative analysis of Criterion 3

The college received grants of Rs. 12.24 lakhs for four minor research projects from government agencies. College has established a weather station in the campus. Students actively participated in National children's' science congress and activities of Aryabhata science centre. An NGO AKASH (Association for advancement of knowledge and service to humanity) is formed by the English dept. in collaboration with its alumni.

The college needs to encourage its faculty to publish research papers in Scopus and UGC care listed journals and to undertake more research oriented activities.

The Zoology department has conducted surveys and projects on diversity of birds in motapung- maguri wetland, study of tea pest population, traditional bee keeping practices and many more.

The college is conducting the extension activities through NSS, NCC, Eco club, Environment & climate cell. College is creating awareness regarding relevance of nature conservation and cleanliness and organised plantation drives, health check-up camps, blood donation camps.

The college has signed MoUs with various organisations such as University of Science & technology, Meghalaya, Tool room and Training centre, Tinsukia for collaboration.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	**The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**
4.1.2 QlM	**The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.**
4.2	Library as a Learning Resource
4.2.1 QlM	**Library is automated using Integrated Library Management System (ILMS)**
4.3	IT Infrastructure
4.3.1 QlM	**Institution frequently updates its IT facilities including Wi-Fi**
4.4	Maintenance of Campus Infrastructure
4.4.2 QlM	**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 College is spread over 5.65 acres of land and having adequate facilities which ensures holistic development of students. College has adequate number of classrooms, science labs, computer labs, seminar hall and multipurpose auditorium. Some of the classrooms are equipped with LCD projectors and sound system. A total no. of 100 computers were found to be used for academic purposes. The college has limited sports facilities and no sports officer. The college has made efforts to sign a MoU with Tinsukia District Sports Association for utilizing their sports facilities. Provision of Yoga training exists in the college. The library is partially automated using ILMS and SOUL 2.0 software. It is stacked with more than 55,000 books and subscribed 35 print journals in addition to quite good number of e-books and e-journals. IT facilities such as wi-fi, printing, scanning are available in the campus. College uses softwares for teaching of major subjects. Administrative office, Staff rooms and library are equipped with ICT facilities. A more effective mechanism requires to be introduced for proper maintenance and utilization of infrastructure, academic and support facilities.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QlM	**Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)**
5.4	Alumni Engagement
5.4.1 QlM	**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 facilitates the students for scholarships & free ships from various agencies and also supports the students through Career Orientation Programmes & activities. College is conducting short term certificate courses to enhance the self employability of students and also provide career guidance for further studies and placements. Students have shown the performance in sports and cultural activities at various platforms. Students are also involved in different committees/associations such as IQAC, Women's Studies and Development Cell, Students' grievance redressal cell, Anti ragging, Eco club. Students organise various events under the banner of NSS, NCC & Red Ribbon. Alumni association is registered and very supportive in the augmentation of infrastructural facilities. Old Students Day is conducted and prominent Alumni are invited. College Alumni are well settled in different sectors of services and self employment. Alumni association supports in organising camps outside the college. Alumni engagement needs to be further strengthened.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QlM	**The governance of the institution is reflective of and in tune with the vision and mission of the institution**
6.1.2 QlM	**The effective leadership is visible in various institutional practices such as decentralization and participative management**
6.2	Strategy Development and Deployment
6.2.1 QlM	**The institutional Strategic / Perspective plan is effectively deployed**
6.2.2 QlM	**The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.**
6.3	Faculty Empowerment Strategies
6.3.1 QlM	**The institution has effective welfare measures for teaching and non-teaching staff**
6.3.5 QlM	**Institutions Performance Appraisal System for teaching and non-teaching staff**
6.4	Financial Management and Resource Mobilization
6.4.1 QlM	**Institution conducts internal and external financial audits regularly**
6.4.3 QlM	**Institutional strategies for mobilisation of funds and the optimal utilisation of resources**
6.5	Internal Quality Assurance System
6.5.1 QlM	**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes**
6.5.2 QlM	**The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities** **(For first cycle - Incremental improvements made for the preceding five years with regard to quality** **For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)**

Qualitative analysis of Criterion 6
The vision of the college is portrayed through its motto 'Tomoso Ma Jyotirgamaya' (Lead me to light from Darkness). The Management i.e. the Governing Body act as the patron facilitator for achieving the goal of making its stake holders active participants in the process of social transformation. Though the Principal is the main administrator, different activities are performed by teaching staff, IQAC and other different functionaries in consultation with the Principal. Decentralised structure and participatory management is practised in both academic and administrative spheres. The academic and non academic activities are planned and effectively carried out through the collective endeavour of the Principal, teaching and non-teaching staff. Various well being and welfare schemes are adopted for the teaching and non teaching staff. The college is generating funds from self financing programmes and Study centre of KKHS open university. The college has received Rs. 02 crore grants from RUSA for Infrastructure development. The college has also received funds

through minor research projects.

Regular Internal (Annually) and External Audits (once in three years) are conducted by respective agencies and audit reports are maintained in the institution.

IQAC has undertaken various quality initiatives such as organized ICSSR sponsored conference, 03 UGC sponsored workshops, establishment of language lab, AAA audit. Regular meeting are held and minutes of meeting are uploaded on website. The college is participating in NIRF and submitting the AQAR regularly.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QlM	**Measures initiated by the Institution for the promotion of gender equity during the last five years.**
7.1.3 QlM	**Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)** • **Solid waste management** • **Liquid waste management** • **Biomedical waste management** • **E-waste management** • **Waste recycling system** • **Hazardous chemicals and radioactive waste management**
7.1.8 QlM	**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**
7.1.9 QlM	**Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**
7.1.11 QlM	**Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**
7.2	Best Practices
7.2.1 QlM	**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**
7.3	Institutional Distinctiveness
7.3.1 QlM	**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

Qualitative analysis of Criterion 7

The institution has installed CCTV Cameras for the safety and security of the students and Girls' and Boys' common rooms are in place. A day care centre facilitates the employees.

 ICC organised awareness programme on 'Understanding Gender Inclusiveness' and gender champions club was formed. Disposal of solid waste is managed by Tinsukia Municipality & Care north east foundation on payment basis. The College was awarded Certificate of Appreciation for clean and green campus under Swachh Bharat Abhiyaan from Tinsukia Sports & Cultural Association & LUIT Group.

The college has functional Vermi composting bed and solar energy panels (installed by local administration)

College conducted Green audit and Energy audit during 2020-21.

Organisation of National Festivals and Birth/Death Anniversaries of great personalities is evident. The college has organised events on Hindi Diwas, National Science Day, International Mother language day, World Food day, National Voters' Day, International Human Rights day etc.

Best Practices: - The college has mentioned the following two Best Practise which is evident during Peer Team Visit.

1. Walk with Scholar with Encouragement
2. Eco Friendly Campus

Impact analysis of best practices needs to be documented.

Thrust area of the college is to encourage extensive use of ICT in teaching learning process through establishment of language lab, computer labs, softwares, Smart boards etc.

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

Overall Analysis

Strength:

- Supportive & Active Alumni Association
- One of the oldest co-educational institution with Provincial status
- A good number of well qualified faculty members
- A good basic infrastructure

Weaknesses:

- No PG Programmes
- Inadequate research environment and innovation
- Campus Placement is negligible
- Lack of ERP System

Opportunities:

- Rich biodiversity for research work
- To Start local need based vocational & skill oriented courses
- UGC 12 B status for mobilisation of resources
- Initiation of Post Graduate programmes

Challenges:

- Sharing of infrastructure facilities with school (10+02)
- Mobilization of funds for infrastructure and research facilities

- First generation of learners
- Improvement in Language Proficiency (English)

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)

- • Long term strategy plan for academic developmental & research facilities

- • Upgradation of library facilities & ERP

- • Initiation of Need based PG Programmes

- • Local need based vocational & skill oriented courses

- • Improvement of Sports facilities

- • Motivation to faculty members for major/minor research projects

- • Collaborative efforts should be made to sign MoUs with Industry

- • Mentor-Mentee and Feedback system should be formalised

- • Use of ICT in teaching learning process needs to be strengthened

- • Transport facilities are suggested for students

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

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Sl.No	Name		Signature with date
1	DR. WAZIR SINGH LAKRA	Chairperson	
2	DR. MRIDUL DHARWAL	Member Co-ordinator	
3	DR. SUKHBIR KAUR	Member	
4	Dr. M.S. Shyamasundar	NAAC Co - ordinator	

Place

Date

1	DR. WAZIR SINGH LAKRA	Chairperson	
2	DR. MRIDUL DHARWAL	Member Co-ordinator	
3	DR. SUKHBIR KAUR	Member	
4	Dr. M.S. Shyamasundar	NAAC Co - ordinator	

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