

NALBARI COMMERCE COLLEGE

A Premier Co-educational Institution of Higher Learning

P.O.: Chowkbazar, Dist.: Nalbari, State: Assam, PIN- 781334

Website: www.nccnalbari.in, E-mail: principalncccollege1979@gmail.com

Phone: 03624-220249, Fax: 03624-220969

ACCREDITED 'A' GRADE BY NAAC



INSTITUTIONAL DEVELOPMENT PLAN 2022-2036



Prepared by

Committee for Implementing NEP, 2022

Nalbari Commerce College


From the desk of Principal



We are glade to prepare and publish this edition of Institutional Development Plan of Nalbari Commerce College for the period 2022-2036. This IDP strongly reflects the institutional goals and strategies for execution of the plans for the qualitative development of the institution. Since its inception in 1979, Nalbari Commerce College has been growing rapidly in academic, infrastructure and extra-curricular aspects. The college is one of the most distinguished institutions of higher learning offering Post Graduate Degree in Commerce, Under-graduate degrees in Commerce and Arts, Undergraduate Vocational Degrees in Information Technology (Software Development) and Retail Management and Information Technology under Gauhati University and Higher Secondary Course in Commerce under Assam Higher Secondary Education Council, Assam.

The college is a center for co-educational learning where students from different parts of Assam come for pursuing higher education. We are proud of current strength of about more than 30 accomplished and dedicated faculty members and about 1500 students in different streams. The college is also proud of its very sincere, dedicated and supportive administrative and non-teaching staff, providing a liberal, lively and competitive environment, which has enabled our learners to carve out a niche for themselves in their respective fields. The Internal Quality Assurance Cell (IQAC) of the college has been taking quality initiatives for years as a result of which the college has been able to expose its strengths in various fields. As a result of its richness in the fields of academic, infrastructure, co-curriculars field, research and publication, the college was accredited A Grade by NAAC in 2016.

The Institutional Development Plan (IDP) of Nalbari Commerce College for the period 2022-2036 has been prepared by the Committee for Implementing NEP, 2022 of the college. We hope that this IDP will guide us towards academic as well as infrastructural excellence within the targeted period.



Principal cum Secretary
Nalbari Commerce College
Nalbari, Assam

Dr. Basanta Kalita
Principal cum Secretary
Nalbari Commerce College
Nalbari, Assam

Institutional Development Plan (2022-2036) Preparation Committee

The Institutional Development Plan (2022-2036) of Nalbari Commerce College, Nalbari has been prepared by the Committee for Implementation of NEP, 2020 of the college.

- Chairman: Dr. Basanta Kalita
Principal, Nalbari Commerce College, Nalbari
- Co-ordinator: Sri Bibhuti Bhusan Das
Senior Assistant Professor, Department of Management
- Members: Sri Manoj Kumar Kalita
Senior Assistant Professor, Department of English
Co-ordinator, IQAC
- Dr. Nupur Kalita
Senior Assistant Professor, Department of Accountancy

About Nalbari Commerce College:

Nalbari Commerce College, Nalbari, is a premier co-educational institution of higher education primarily imparting education in commerce. Experiencing the vacuum and realizing the urgent need of such an institution, a good number of personalities from different walks of lives comprising of educationists and intellectuals, social workers, thinkers, businessmen had made a drive to establish Nalbari Commerce College in the late eighties of the past century. The pioneering zeal and endeavor of those learned persons gave birth to the college on 18 August, 1979. It is located in the southern part of the district head quarter and at a distance of about 72 kilometers from the state capital.

It was a daunting task to the college to make people aware of the importance of commerce and other professional education, as the socio-economic condition of Assam is predominantly an agrarian one instead of being an industrial one. However, the situation has been rapidly changing with the thirst of having commerce education, most particularly in the era of worldwide phenomena like Liberalization, Privatization and Globalization (LPG) of recent times. Presently, narrowing down of opportunities to get employment in Govt. Departments vis-a-vis growing scenario of privatization has also awakened the people, inspiring the students to acquire commerce education besides the other technical and semi-technical and professional courses which may patronize the new generation to find out paths for getting employment in govt. departments, corporate bodies and for being a self-employed. The vision of the college is to motivate and strengthen new entrants to the institution to acquire practical education for being self-employed and making them job-giver rather than job-seekers and also injecting work-culture so as to confront the challenges that have been emerging.

The emblem of the college reflecting the motto of the college bears an open book in front of the rising sun. The open book symbolizes awakening everybody to acquire knowledge while the spreading rays of the rising sun symbolize enlightening the learners, the sinister with the power of wisdom. The Sanskrit words mean, "Let us acquire knowledge to enlighten our minds".

Started as a single faculty commerce college affiliated to the Gauhati University, the college came under deficit Grants-in-Aid system in 1992 and then in 2005 the college was provincialized by the Govt. of Assam as per provisions of Assam College Employees (Provincialization) Act, 2005. The college celebrated its Silver Jubilee in 2009, a few years late than its actual time due to some constraints. The college was assessed and accredited (Cycle 1) by the National Assessment and Accreditation Council (NAAC) in 2004 with 'C+' in its first cycle assessment but in 2016 the college was accredited A Grade in its 2nd Cycle assessment.

Initially, the college started Pre-University Course in commerce stream under Gauhati University and then in 1984, it started Bachelor of Commerce (B.Com.) Program under the same university offering Major in Accountancy, Management and Finance. Then from the Academic Session 2015-2016, the college started Master of Commerce (M.Com.) Program after obtaining necessary permission from Gauhati University. Besides, the college has also been offering Bachelor of Arts with Major in Assamese, Sociology, Education, English, Political Science and Economics and Bachelor of Vocation in Information Technology (B.Voc. IT) since 2017-2018 and Bachelor of Vocation in Retail Management and IT since 2019-2020. Moreover, the college also provides opportunity to learn certain short-term computer courses as well as certain vocational courses on self-finance mode so that the students can accommodate themselves in the current job market immediately after completion of their graduation.

The college has been offering various PG and UG programs parallelly in distance mode under Krishna Kanta Handiqui State Open University (KKHSOU), Assam and Institute of Distance and Open Learning (IDOL), Gauhati University. There is also a Study Centre of Assam State Open Schooling (ASOS) under Assam Higher Secondary Education Council (AHSEC) where learners can pursue Higher Secondary education in Arts and Commerce streams. The Study Centre of Krishna Kanta Handiqui State Open University offers certain short-term computer courses on self-finance mode.

Vision and Mission of the College:

The vision of the college is to motivate and strengthen new entrants to the institution to acquire practical education for being self-employed and making them job-givers rather than job-seekers and also to inject work culture so as to confront the challenges that have been emerging.

Institutional Identity:

Name of the Institution: Nalbari Commerce College

Type of Institution: Provincialization

Category: Co-education

Location: Ward No. 6, P.O.: Chowkbazar, Dist.: Nalbari, PIN: 781334, Assam

Official website: www.nccnalbari.in

Affiliation: Gauhati University

Recognition: UGC 2(f) and 12 B

Accreditation: 2nd Cycle accreditation by NAAC in 2016 with A Grade

Funding Agency: Govt. of Assam, RUSA

SWOC ANALYSIS OF THE INSTITUTION:**Strengths:**

1. It Post-Degree Degree college.
2. Dedicated teaching staff
3. Healthy communication facilities
4. Fast networking through WhatsApp and Facebook page
5. Capacious Computer Laboratory
6. Computerized admission and online payment.
7. Digital library facility with book bank facility
8. NCC Unit
9. Cool environment away from city life
10. State-of-the-art sports infrastructure.
11. In-campus hostel accommodation for girl students.
12. In-campus Wi-Fi for students and staff
13. Canteen facility
14. Uninterrupted power supply
15. Cross-cultural students

Weakness:

1. Lack of campus recruitment
2. Lack of Boys Hostel.
3. Lack of teaching and non-teaching vacancies.
4. No playground
5. Minimum digital learning facility
6. No Gym facility.
7. Inadequate land

Opportunities:

1. Infrastructure up-gradation and purchase of plot of land are possible subject to availability of funds
2. Introduction of Bachelor of Physical Education and Master of Physical Education.

3. Upgradation of digital teaching-learning facilities is possible subject to availability of fund.
4. Installation of solar power hub will be possible.

Challenges:

1. Majority of the student's are coming from remote areas.
2. Lack of sufficient provision of transport facility.
3. Lack of boarding facility for all the degree students.
4. Its challenge to bring the underprivileged SC and ST students of our college and to include them in the mainstream of the society.
5. Lack of faculty improvement program for the teachers.

Guiding Principles for Preparation of IDP:

The Institutional Development Plan (2022-2036) has been prepared keeping in consideration of the following rationale –

- Higher education institution must set up individual quality benchmarks through a wide array of activities as envisaged in the quality assessment exercises.
- The college has its own set of vision and mission, which tends to define the institutional commitments towards different stakeholders of the institution.

Aims and Objectives of the IDP:

The aims of this IDP can be summarized as under –

- To act as a model guideline for all institutional stakeholders in improving upon the gaps that are inherently present in different developmental sectors of the institution.
- To ensure a holistic development of the institution during the post-accreditation period, by ensuring maximum utilization of all resources – human, financial and material.
- To ensure a continuous quality assurance system in place for making the college one of the most sought-after institutions of higher learning by students.
- To acquire better grades in all future quality assessment of the college.
- To promote good governance practices with a view towards introducing greater efficiency and transparency in all institutional procedures and practices, by enhancing coordination amongst the different institutional units.
- To incorporate a higher level of decentralization mechanism in the management and functioning of the institution.
- To augment paradigm changes in curricular aspects, aided through qualitative as well as quantitative up-gradation of learning resources, institutional infrastructure, student support and progression as well as research and extension activities.
- To usher in a galaxy of good practices in different arenas for attaining quality benchmarks in different paradigms.

INSTITUTIONAL DEVELOPMENT PLAN

CURRICULAR ASPECTS:

- a) To introduce Bachelor and Master Degree Programs in Physical Education.
- b) To introduce Master Degree program in various departments of Arts Stream.
- c) To introduce add-on courses under Gauhati University.
- d) To introduce new vocational, career-oriented, value-added short-term courses.
- e) To introduce additional institutional divisions/ wings to fulfill and cater various demands of the students
- f) To conduct academic programs through collaborative mode.
- g) To collect feedback from stakeholder regarding curricular changes and needs on a periodical basis, and to implement the suggestions advocated therein.
- h) To conduct academic audit on a periodical basis by external bodies.
- i) Conducting Student Exchange Programs and Faculty Exchange Programs through signing and execution of MoUs with academic and research organizations.
- j) Conducting research projects in collaboration with research institutions.

LEARNING RESOURCES:

- a) To upgrade teaching-learning resources by installing ICT-enabled digital/smart classrooms.
- b) To upgrade e-learning resources, laboratory equipment, etc.
- c) To upgrade the existing traditional classrooms to smart/digital classroom.
- d) To extend in-campus wi-fi facilities to all students.
- e) To undertake various measures to popularize and provide easy access to all students to various forms of e-learning resources that are available in different modes and platforms.
- f) To procure more computer devices to replace the outdated and old ones through govt. schemes like Star College Scheme under DBT, Govt. of India.
- g) To ensure cent percent teachers ICT-enabled, so that they become competent enough to get involved with the production of MOOCs under SWAYAM.
- h) To purchase of recent text books, reference books, etc. for catering to the upgraded CBCS syllabi.
- i) To increase of internet bandwidth to cater to the need and use of all campus users.
- j) To organize academic seminars/conferences/workshops/training programs in collaborative mode sponsored by ICSSR, NAAC, etc.

INFRASTRUCTURE UP-GRADATION:

- a) To construct Administrative Block replacing the old building.
- b) To construct academic blocks/ annexes to accommodate the departmental up-gradation.
- c) To set up a designated parking shade for staff and students.
- d) To construct a state-of-the-art auditorium hall with 500 seating capacity.
- e) To construct gymnasium for the staff and students.
- f) To upgrade indoor sports facilities.
- g) To purchase more sports equipments.
- h) To renovate the Women Hostel.
- i) To upgrade the college canteen.
- j) To restructure the current office set-up and arrangements

- k) To replace of old and run-down office and classroom furniture with modern furniture.
- l) To make elaborate LAN arrangements for the computers in different academic departments, office, library and the IQAC.

STUDENT SUPPORT AND PROGRESSION:

- a) To provide enhanced career counseling facilities for students by the Career Counselling Cell.
- b) To provide coaching for competitive examinations, through collaborative mode in association with external academic institutions.
- c) To establish linkage with private sector units for providing placement facilities to the graduates of the college.
- d) To organize workshops, training programs by the Entrepreneurship Development Cell to train students for taking up entrepreneurial activities.
- e) To mobilize the Alumni Association for qualitative and quantitative up-gradation of the college.
- f) To organize study tours, field and industrial visits for students to provide practical education to the students.
- g) To upgrade the boys' and girls' common rooms with more recreational facilities.
- h) To formulate and implement different student welfare and financial support schemes introduced by the government.
- i) To support students through student mentoring mechanism.
- j) To identify the slow learners and to implement corrective policies like remedial classes, tutorial classes, special classes etc. for the educationally disadvantaged students.

RESEARCH AND EXTENSION ACTIVITIES:

- a) To adopt villages under Unnat Bharat Abhiyan and to undertake various welfare programs for the benefit of the people.
- b) To provide research grants to the teachers for taking up research projects from the college fund.
- c) To motivate and encourage faculty members for availing research projects under various schemes.
- d) To take in-house research projects by the students on collaborative mode with other academic and research organizations.
- e) To publish departmental journals with ISSN annually.
- f) To conduct various extension programs by the Extension Activity Cell, NSS, NCC, Red Ribbon Club and Rover Crew in collaborative mode with various stakeholders for the welfare of the society.

GOVERNANCE, LEADERSHIP AND MANAGEMENT:

- a) To create maximum number of statutory and non-statutory committees to operate the day to day academic and administrative activities.
- b) To ensure cent percent paper-less administration and academic functioning of the college.
- c) To form policies to improve the financial position of the institution.

- d) To motivate the teachers to attend faculty development/ teacher training programs for up-grading and up-dating the knowledge base.
- e) To motivate the teachers and students to publish research papers in UGC Care listed or reputed journals.
- f) To provide research grants to teachers for taking up research projects on current issues.
- g) To conduct an annual performance appraisal system for all teachers and staff.
- h) To conduct Academic and Administrative Audit, Green Audit, Energy Audit, etc. at regular interval.
- i) To take part in qualitative assessment through NIRF ranking.
- j) To take part in qualitative assessment through ISO certification.
- k) To implement welfare schemes and programs for staff and students.
- l) To obtain grants from funding agencies like UGC, ICSSR, CSIR, DST, RUSA, NAAC etc. and other similar sources for infrastructure development as well as for organizing seminar, conferences, workshop etc.
- m) To take steps for ensuring a hygienic, clean and green campus.
- n) To ensure a participatory and decentralized mechanism with accountability through active involvement of all stakeholders.
- o) Promotion of e-governance in the matter of academic discourses, administrative domain, feedback acquisition and grievance redressal.
- p) Adoption and implementation of an effective Management Information System (MIS) in order to proper channelization of information among the stakeholders of the institution.

BEST PRACTICES:

- a) To organize workshops to make newly enrolled students aware of the syllabus and evaluation system.
- b) To organize workshops on research methodology to equip students with research techniques.
- c) To ensure a tobacco-free and plastic-free campus through a mechanism.
- d) To promote energy conservation practices like the installation of solar panels and usage of LED lights.
- e) To initiate practices of paper and water recycling.
- f) To encourage Research Cell and academic departments to publish departmental newsletters/ journals/ magazines etc.

(Dr. Basanta Kalita)
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