



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

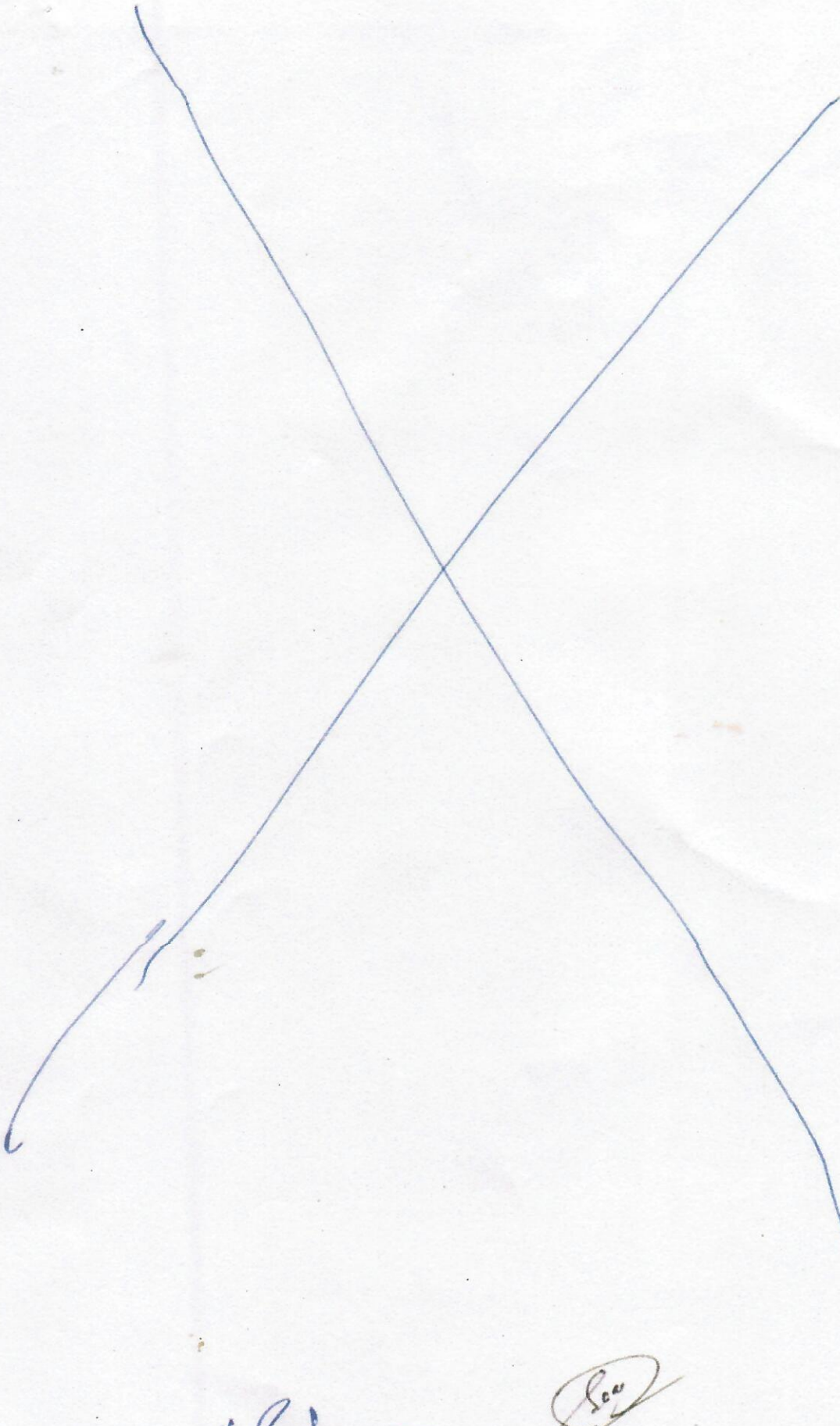
**Accreditation - (Cycle - 3)**

**PEER TEAM REPORT ON**  
**INSTITUTIONAL ACCREDITATION OF**  
**HAJI ANFAR ALI COLLEGE**  
**C-17284**

**Doboka**  
**Assam**  
**782440**  
**(Final)**

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

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**Section I: GENERAL INFORMATION**

1.Name & Address of the institution:	HAJI ANFAR ALI COLLEGE Doboka Assam 782440	
2.Year of Establishment	1986	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	1	
Departments/Centres:	7	
Programmes/Course offered:	7	
Permanent Faculty Members:	17	
Permanent Support Staff:	7	
Students:	1174	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Situated in a rural area 2. Co-Education 3. Green Campus	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 22-11-2023 Visit Date To : 23-11-2023	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. DEEPAK MOHANRAO SHINDE	Professor,Swami Ramanand Teerth Marathwada University Nanded
Member Co-ordinator:	DR. PRAVIN SAXENA	Professor,DAYALBAGH EDUCATIONAL INSTITUTE
Member:	DR. PAUL DHAYABARAN	Principal,Bishop Heber College
NAAC Co - ordinator:	Dr. Pratibha Singh	



## 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)

Criterion I - Curricular Aspects (Key Indicator and Qualitative Metrics (QIM) in Criterion I)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	<b>The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment</b>
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<b>Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum</b>
1.4	Feedback System

### Qualitative analysis of Criterion 1

The College is affiliated to University of Gauhati situated in rural area. College ensures curriculum delivery through Academic Calendar and Class Routine,

The Choice Based Credit System (CBCS) is implemented. The digitalized logbook is used for academic records along with students' attendance. Continuous internal assessment is conducted. The affiliating University conducts final examination at the end of semester. Feedback are collected for teachers duly filled by students in offline mode and only 85 responses were collected on online mode as per NAAC guidelines for the year 2021-22 only. The feedback reports are placed before the Governing Body of the college and action reports are uploaded in the college website from the year 2021-22 of only offline feedback. The IQAC of the college monitors the entire process of curriculum delivery ICT tools are effectively used as a part of teaching-learning methods along with traditional methods. The college follows the affiliating University prescribed curriculum to integrate crosscutting issues relevant to professional ethics, gender, human values, environment, and sustainability.

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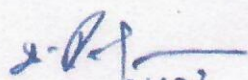
Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
2.3	Teaching- Learning Process
2.3.1 QIM	<b>Student centric methods, such as experiential learning, participative learning and problem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


#### Qualitative analysis of Criterion 2

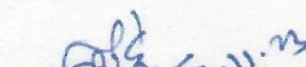
Experiential learning is achieved through tours and field visit. Some Certificate courses are offered to acquire skills and for employability. Students participated in the seminar, workshops and talks are delivered by resource persons.

ICT tools are used for enhancing the teaching-learning process. Two classrooms are equipped with smart interactive panel and few with LCD projectors. As per verification of records only 2 Training programmes and workshops have been organised to equip the staff with ICT by the college. Teaching faculties have attended Webinars, Workshop and seminars organised by the other Institute and parent university.

Continuous internal assessment examination and special examinations are conducted. The evaluated answer scripts are shared with the students. The external examination are conducted by the affiliating University as per schedule. The examination related anomalies or grievances of students are redressed by Departmental HoDs in consultation with the Principal of the college. The website of the college contains Programme Outcomes (POS) and Courses Outcomes (COs) as stated by the affiliated university..

  
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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	<b>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</b>
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	<b>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.</b>
3.4.2 QIM	<b>Awards and recognitions received for extension activities from government / government recognised bodies</b>
3.5	Collaboration

#### Qualitative analysis of Criterion 3

Research projects funded by the government and non-government agencies is one during the last five years. The college is unable to receive any Grants from Government and non-governmental agencies for research activities. No financial contribution by the management is being made for promoting research and innovation activities. The teachers are provided leave for attending FDP and other training program. The number of teachers as research guides are 3. No papers have been published in Web of Science, Scopus ,UGC care list etc. No collaborative activities and MoU has been signed with national or international institutes of eminence for research, Faculty exchange, Student exchange/ internship.

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

4.1	Physical Facilities
4.1.1 QIM	<p><b>The Institution has adequate infrastructure and other facilities for,</b></p> <ul style="list-style-type: none"> <li>• teaching – learning, viz., classrooms, laboratories, computing equipment etc</li> <li>• ICT – enabled facilities such as smart class, LMS etc.</li> </ul> <p><b>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.)</b></p>
4.2	Library as a Learning Resource
4.2.1 QIM	<b>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</b>
4.3	IT Infrastructure
4.3.1 QIM	<p><b>Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection</b></p> <p><b>Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words</b></p>
4.4	Maintenance of Campus Infrastructure



#### Qualitative analysis of Criterion 4

The college has adequate infrastructure and physical facilities for ideal teaching and learning such as ICT facility including smart classroom, Computer lab, English language lab, Auditorium which can accommodate 300 persons.

The college has a separate examination and office room for maintaining and keeping accounting records. It has separate offices for operating distance and open learning education under Krishna Kanta Handiqui State Open university (KKHSOU). The college has a library which is automated with SOUL-3.0 version, ILMS (Integrated Library Management System) with OPAC facility. The library provides e- resources such as NLIST and NDLI membership. There is only one single rare book. Through RUSA scheme the college have renovated reading room with AC facility. The library has 5,940 of book title with number of books 18,340 and 4 journals and magazine each. To ensure security on the campus CCTV facility is available. The IT facility is maintained under AMC through external sources. The college has a small canteen and a girls' hostel which can accommodate limited girls. There is no boys hostel, health Centre and DSW.

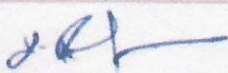
#### Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)


5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.4	Alumni Engagement
5.4.1 QIM	<b>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b>


#### Qualitative analysis of Criterion 5

Students are benefited by scholarships and freeships provided by the Government of Assam on continuous basis. The institution has organized periodic capacity development and skills enhancement programs for improving the quality of students in different dimensions. These training programs include soft skills, language and communication skills, life skills (Yoga, physical fitness, health and hygiene and ICT /computing skills. Students benefited from the guidance for competitive examinations and career counseling offered by the institution during the assessment period is only 0.9 % and it has to be improved. The institution has a student Grievance redressal mechanism to meet out the students' grievances and take appropriate actions.

Students pursuing higher education during the assessment period is only 6.71%. Only 0.4% of students qualified state/national/international examinations. The number of awards and medals for outstanding performance in sports/cultural activities at the university / state /National/International level is only one. The alumni association of the college is unregistered. Student council exist with 13 members which include only two female members.

  
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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	<b>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.</b>
6.2	Strategy Development and Deployment
6.2.1 QIM	<b>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</b>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	<b>The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression</b>
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	<b>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)</b>
6.5	Internal Quality Assurance System
6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities</b>

#### Qualitative analysis of Criterion 6

College has perspective plan for upgradation of courses, the vision of college is excellence in Academic life in tune with this they have plans for new courses. The college have only a girls hostel with limited seats of 30 students and no hostel facilities are available for boys.

College doesn't have appraisal system for teaching staff. It is observed that there is limited number of non teaching staff. Internal audit of only receipt and payment accounts are conducted by external professional firm and no income expenditure account and balance sheet has been prepared and audited. One faculty attended NEP workshop.

No initiative has been taken by the college for Account Bank of Credit for students. There is no separate examinations and Accounts officer. There is no welfare scheme for teaching faculty providing any financial help to any of the staff. The teaching faculty are allowed to avail leave and TA has been provided for attending workshops and seminars. Institutional organogram has been explicitly structured. A registered cooperative society in the name of Haji Anfar Ali College Thrift and Credit cooperative society ltd was established in 2016-17 No group insurance facility is available for staff. Maternity, Childcare, medical and fraternity leave are available.

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Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	<b>Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.</b>  <i>Describe the gender equity &amp; sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words</i>
7.1.4 QIM	<b>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)</b>
7.2	Best Practices
7.2.1 QIM	<b>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual</b>
7.3	Institutional Distinctiveness
7.3.1 QIM	<b>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</b>

#### Qualitative analysis of Criterion 7

The college is sensitive towards gender sensitisation with 60% female students on roll, environmental awareness & sustainability, human values and ethics through their NSS Cell. The Institution has disabled-friendly, barrier free environment and has ramps with assistive facilities for divyangian. The college has women cell to deal with women grievances.

There is no solid and liquid waste treatment in the campus. No E waste management system exist in the college. No environment and energy audit been undertaken by the Institution. Green campus initiatives has been undertaken by the college through restricted entry of automobiles, Use of Bicycles, Pedestrian Friendly pathways.

Blood Donation camp, Cleanliness/Plantation drives are organised. The college celebrates national and commemorative days to inoculate constitutional responsibilities and patriotic spirit.

The college has the following best practice:

1. Use of digital log book for keeping academic records leading to paper less filing.
2. The college has a specific addon course on cane sofa and other bamboo products manufacturing leading to promote entrepreneurship skills for students and community at large.
3. The college has a green campus and give importance for medicinal plants being planted for the benefit of the college and the community at large.

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

Overall Analysis

Strength:

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1. Big Campus with sufficient facilities
2. Trying to provide Good Higher Education to the rural and semi urban population
3. A sorawkubg campus in a naural environment.

**Weaknesses:**

1. Shortage of Teaching Staff
- 2.Placement is not vibrant , Very Low Placement
- 3.Inadwquate ICT enable classrooms
4. Skill Development and Add on couses are not available.
- 5.Need to focus on Cleaniness in hygiene
6. Lack of Hostels for Boys
7. Communication and Soft skills to be improved

**Opportunities:**

1. To Open more PG Courses
2. To open new UG courses of Science and Commerce.
3. Industry Linkeges should be established
4. Alumni Association should be registred and strenthen

**Challenges:**

1. To fulfil the requirement of NEP framework and guidelines
- 2.Furthering research and publications among the faculty members
- 3, Academic flexibility and autonomy
4. Leveraging highly placed and very appreciative alumni

*J. K. P. 23-11-23* *S. C. 23/11/23* *(123) 23-11-23*



#### 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)

- Innovative and skill based programmes to cater to the local need
- Research publications with impact factor by the faculty need to be emphasized
- steps may be taken for smart campus
- decadal institutional plan may be put in place
- Enterpreneurial cell should be setup and strengthened
- Need to provide Sports facilities
- Clean Canteen and Cafeteria facilities should be available for the staff and students
- Reading room for the Teaching staff must be establish in Library
- Common room for boys with wash room be establish
- Health care Centre must be started in campus for the college community
- Parking facilities have to be enhanced
- Need to be started Self finance courses for UG and PG courses
- Academic, Administrative ,Green and Environmental Audit should be conducted in every academic year
- Need to focus on Renewable energy
- IQAC cell should be strengthen

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

Signature of the Head of the Institution  
Principal

Haji Anfar Ali College  
Doboka : Hojai : Assam

Seal of the Institution

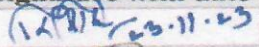




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Sl.No	Name		Signature with date
1	DR. DEEPAK MOHANRAO SHINDE	Chairperson	 23-11-23
2	DR. PRAVIN SAXENA	Member Co-ordinator	
3	DR. PAUL DHAYABARAN	Member	 23-11-23
4	Dr. Pratibha Singh	NAAC Co - ordinator	

Place DOBOKA.

Date 23-11-2023