



NOWGONG GIRLS' COLLEGE

Re-Accredited at A Grade (2nd Cycle) by the
National Assessment and Accreditation Council



CRITERIA 6: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.2.1: The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/perspective/development plan etc.



Submitted to
The NAAC for 3rd Cycle of Assessment and Accreditation

GOVERNING BODY

Submitted to the NAAC for 3rd Assessment Cycle of Assessment & Accreditation



NOWGONG GIRLS' COLLEGE


Re-accredited at A Grade by the NAAC (2nd Cycle)



List of Governing Body Members

Nowgong Girls' College

Sl. No	Name	Designation	Position
1	Dr. Tosheswar Nath	Academician	President
2	Dr. Birinchi Kr. Das	University Nominee	Member
3	Dr. Binita Bhagawati	University Nominee	Member
4	Mrs. Kalpana Bhattacharjya	Vice-Principal	Member
5	Mrs. Marami Gayan	Teachers' Representative	Member
6	Dr. Amiya Pator	Teachers' Representative	Member
7	Mr. Dhruva Kr. Bharali	Guardians' Member	Member
8	Mrs. Nirmali Hazarika	Guardians' Member	Member
9	Mr. Tirtha Jyoti Ujir	Non-Teaching Staff Representative	Member
10	Dr. Kishore Kr. Sarmah	Librarian	Member
11	Dr. Balin Kumar Bhuyan	Principal	Secretary
12	Mr. Rupak Kr. Sarma	MLA, Nagaon Sadar Constituency	Special Invitee


 Principal
 Nowgong Girls' College
 Nagaon : Assam

SAMPLE MINUTES OF GOVERNING BODY MEETINGS

Submitted to the NAAC for 3rd Assessment Cycle of Assessment & Accreditation



NOWGONG GIRLS' COLLEGE

Re-accredited at A Grade by the NAAC (2nd Cycle)

১৩-০২-২০১৭ তাৰিখে বহা নগাঁও ছোৱালী কলেজ
পৰিচালনা সমিতিৰ কাৰ্যবিৱৰণীৰ একাংশ

প্ৰস্তাৱ নং : ২ (ক)

আজিৰ সভাই নগাঁও ছোৱালী কলেজত উচ্চতৰ মাধ্যমিক আৰু স্নাতক পৰ্যায়ত ২০১৭-১৮
শিক্ষাবৰ্ষৰপৰা বিজ্ঞান শাখা খোলা সম্পৰ্কত অধ্যক্ষই আগবঢ়োৱা প্ৰস্তাৱত সন্মতি জনায়। এই সম্পৰ্কত
পৰিচালনা সমিতিয়ে সৰ্বসন্মতিক্ৰমে প্ৰস্তাৱ গ্ৰহণ কৰি অধ্যক্ষক যাবতীয় ব্যৱস্থা গ্ৰহণৰ বাবে পৰামৰ্শ
আগবঢ়ায়।

স্বাক্ষৰ—
সম্পাদক
পৰিচালনা সমিতি
নগাঁও ছোৱালী কলেজ

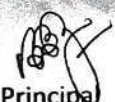
স্বাক্ষৰ—
সভাপতি
পৰিচালনা সমিতি
নগাঁও ছোৱালী কলেজ

প্ৰতিলিপি প্ৰেৰণ কৰা হ'ল—


সম্পাদক/অধ্যক্ষ
নগাঁও ছোৱালী কলেজ
Principal
Nowgong Girls' College
Nagaon :: Assam

C.T.C.

Principal
Nowgong Girls' College
Nagaon :: Assam

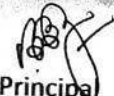

Principal
Nowgong Girls' College
Nagaon :: Assam

Proforma for Sanctioning one Additional Stream
Nowgong Girls' College, Nagaon (Assam)

1	Name of the Provincialized College	Nowgong Girls' College
2	Full Address	P.O.-Haibargaon, Pin-782002 District- Nagaon (Assam)
3	Mail ID for communication	ngcprincipal2@gmail.com
4	Name of the Principal	Dr. Balin Kumar Bhuyan
5	Date of Provincialization	31-12-2005
6	Name of the Stream Already Provincialized like 1. Science Stream 2. Commerce Stream 3. Arts Stream. Mention only names of Provincialized Stream and not streams running without being Provincialized	Arts Stream
7	Total number of sanctioned Posts in the Provincialized Stream (Mention number of Posts)	Principal = 01 Associate Professor = 24 Assistant Professor = 30 TOTAL = 55
8	State any other Stream the College introduced which is not Provincialized? If yes, when such stream was introduced?	No
9	Stream chosen by the College for introduction and sanction, name the stream	Science Stream
10	Name the subjects to be introduced	1. English 2. MIL 3. Botany 4. Zoology 5. Chemistry 6. Physics 7. Mathematics 8. Statistics
11	Likely enrollment in the first year of HS and Degree as expected by the college	H.S. = 150 students Degree = 550 students

C.T.C.

Principal
 Nowgong Girls' College
 Nagaon, Assam


Principal
 Nowgong Girls' College
 Nagaon (Assam)

1. Name of the Institution
Nowgong Girls' College
2. Year of Establishment
1962
3. Affiliating University
Gauhati University
4. Address
Haibargaon, Nagaon, Assam (782002)
5. NAAC Accreditation
Accredited at 'A' Grade by the NAAC in the 2nd cycle of assessment in 2015.
6. Name of the Principal
Dr. Balin Kr. Bhuyan
7. Existing Academic Stream
 - a. Arts
 - b. Recognition of the subjects of Mathematics, Statistics, Geography & Economics by the Gauhati University as subjects in the Science Faculty
(Annexure I: Permission for recognition of subject combination under science faculty issued by Gauhati University)

8. a. Details of Existing Departments in Arts Stream

Sl.	Name of Department	Faculty Members		Courses Offered	
		Permanent	Part-time	Program	Major/General
1	Geography	6	-	H.S., B.A.	Major & General
2	Economics	4	-	H.S., B.A.	Major & General
3	Mathematics	2	-	H.S., B.A.	Major & General
4	Statistics	3	-	H.S., B.A.	General
5	English	5	-	H.S., B.A.	Major & General
6	Assamese	5	2	H.S., B.A., M.A.	Major & General
7	Hindi	4	-	H.S., B.A.	Major & General
8	Bengali	4	-	H.S., B.A.	Major & General
9	Sanskrit	4	-	H.S., B.A.	Major & General
10	Philosophy	4	1	H.S., B.A.	Major & General
11	History	4	-	H.S., B.A.	Major & General
12	Political Science	4	-	H.S., B.A.	Major & General
13	Education	4	1	H.S., B.A.	Major & General
14	Home Science	-	2	H.S., B.A.	General

Table 1: Details of Existing Departments of the Nowgong Girls' College in Arts Stream

b. Details of Existing Departments under both Science & Arts Stream

Sl.	Name of Department	Faculty Members		Courses Offered	
		Permanent	Part-time	Program	Major/General
1	Geography	6	-	H.S., B.Sc.	Major & General
2	Economics	4	-	H.S., B.Sc.	Major & General
3	Mathematics	2	-	H.S., B.Sc.	Major & General
4	Statistics	3	-	H.S., B.Sc.	General

Table 2: Details of Existing Departments of the Nowgong Girls' College in Science Stream

9. About the College

Nowgong Girl's College is a premier institution of higher education for women in Central Assam. It has been continuing its glorious journey since 12th September 1962. Established as *Nowgong Women's College*, this institution was later known as *Lal Chand Todi Girls' College* and finally in 1968 it was renamed as *Nowgong Girls' College*. Since its inception, the institution has travelled a long way imparting higher education to the women of Nagaon and adjoining districts in various subjects of Arts and Science stream. The college is affiliated to Gauhati University and is included under Section 2(f) of the UGC Act, 1956. The Nowgong Girls' College, at present, has more than 1600 girl students at Higher Secondary, Degree and Postgraduate level. The college was recently re-accredited at 'A' Grade by the NAAC during the second cycle of assessment.

10. Need Statement

In the district of Nagaon, there are 22 Government Higher Secondary schools with science stream. If it is assumed that, on an average, there are 5 girl students in each of these schools in the science stream, then the total girl students passing out of these schools every year stands at 110 students.

Further, there are 20 private junior colleges in and around Nagaon and during the present academic session, the total number of girls at the H.S. final year (Science) is estimated at 550 girl students in these colleges.

On the other hand, there are 52 girls admitted in the H.S. 2nd year Science stream during the present academic year in Kendriya Vidyalaya, Nagaon.

C.T.C.
Principal
Nowgong Girls' College
Nagaon :: Assam

Thus, the total number of girls expected to pass out from these institutions during the present academic year, which would look to seek admission in the B.Sc. 1st Semester course stands at **712 girl students**. It is to be noted that this number (712 girl students) excludes the girls which are studying science at the H.S. 2nd Year level in the existing degree colleges in Nagaon and Hojai districts.

Sl.	Institutions with Science Faculty	No. of Girls at H.S. Final Year
1	Govt. H.S. Schools	110
2	Private Junior Colleges	550
3	Kendriya Vidyalaya	52
TOTAL		712*

Table 2: Details of Institutes with Science Strength at the H.S. Level in Nagaon & Hojai.

* This excludes the girls which are studying science in the existing degree colleges in Nagaon and Hojai districts

There are **7 colleges** offering science at the degree level in Nagaon & Hojai districts and each college has an approximate intake capacity of **250 students**, which includes both male and female students. Thus, there are approximately only **1750 science seats** at the degree level in these colleges for students belonging to both the genders. Given the fact that these colleges have to admit both male and female students coming from the H.S. schools, Kendriya Vidyalaya and the Junior Colleges along with the science students passing out of these colleges, it is evident that the seats available in these colleges is not sufficient to absorb all the girls who pass out of the H.S. level during every year. Therefore, every academic year, many girl students are deprived of their wish to study science at the degree level. Thus, it is evident that there is a tremendous demand for seats in the science stream at B.Sc. level in Nagaon district alone.

11. Objectives:

- To introduce Science Stream at the degree level in the Nowgong Girls' College
- To provide an opportunity to the girl students of Nagaon and adjoining areas to study Science at the degree level;

12. Justification

a. Demand at the Source

The maximum student intake per stream at the H.S. level per institution is 150 students (both male and female students). Thus, in 7 degree colleges, the total intake stands at **1050 seats**. If we consider that approximately 50% of this number comprises of girl students, then the total seats occupied by girls stands at **525 students**. Along with this number, if we add the **712 girl students** which are studying in various institutions as mentioned in Para 2., then the total girls seeking admission at the B.Sc. level stands at **1237 girl students**. If we consider this number against the total estimated available seat in the degree colleges (as worked out in Para 2.) i.e. **1750 seats** (for both boys and girls), then it is evident that there is a shortage of seats for students seeking admission in the Degree science stream every year.


Existing Science Seats in H.S. 2 nd Year		Seats	Science Seats offered by Existing Degree Colleges	Seats
Degree Colleges (7 colleges x 75* seats)		525	Degree Colleges (7 colleges x 125# seats)	875
Others (From Table 2)	Govt. H.S. Schools	110		
	Private Junior Colleges	550		
	Kendriya Vidyalaya	52		
Total Girls seeking Science Seats at the Degree level		1237	Total Seats available for Girls at the Degree level	875

Table 3: Assessment of Seat Demand against Availability for Girls seeking admission in the Degree Science Level.

* 75 science seats is calculated on the basis that 50% of the students studying science at the H.S. 2nd year level are girls

125 science seats is calculated on the basis that 50% of the seats offered by the existing degree colleges is filled up by girl students.

Thus, the seat deficit for girl students seeking admissions to the degree level science streams works out to be (1237 - 875) **362 seats**. This justifies the need for opening science stream in the Nowgong Girls' College.

C.T.C.

Principal
Nowgong Girls' College
Nagaon :: Assam

b. Expectation of Parents

The opinion of parents *vis-à-vis* opening of science faculty in the Nowgong Girls' College was collected with the help of questionnaires. In all, a total of 500 such questionnaires were circulated. It is heartening to see that 100% of all such parents among whom the survey was conducted were in support of opening of science stream in the college (*Annexure 2: Specimen Survey Form*).

Given the structure of the society in general, there are still many parents, who hesitate to send their female wards for higher education in co-educational institutions. The Nowgong Girls' College is a much preferred institution for many such parents, and at present, the college, has limited ability to cater to the similar expectations of parents whose students belong to the science stream in spite of having the subjects of mathematics, statistics, geography and economics under the science faculty. This is primarily because the college lacks the science subjects of physics, chemistry, botany & zoology. Thus, if these subjects are introduced under Science stream in the Nowgong Girls' College, then it will go a long way in addressing the expectation and demand of such parents.

c. Opinion of Staff & Students

A staff meeting was conducted by the Principal, Nowgong Girls' College where in the opinion of the teaching and non-teaching staff of the college was collected regarding the introduction of science stream in the college. The members present unanimously supported the proposal of the Principal (*Annexure 3: Copy of Meeting Minutes & Staff Attendance Signature*).

A similar meeting was conducted by the Principal among the students of the college and in this meeting; the students too unanimously supported the move (*Annexure 4: Copy of Students' Attendance Signature & Photograph*).

d. Existing Science Departments

Despite being a dedicated Arts college, the Nowgong Girls' College has 4 full-fledged departments which belong to the Science faculty. These departments are Mathematics, Statistics, Geography and Economics. Of these, Geography Mathematics and Economics offer B.A. Major Course along with B.A. General course. When science stream is introduced in the college with Physics, Chemistry and Life Sciences (Botany and Zoology) then the students will have the choice to opt for various combinations under the science faculty.

C.T.C.
Principal
Nowgong Girls' College

Date: 11.05.2021

13. Resolution of the Governing Body

The Governing Body of the Nowgong Girls' College, in the meeting conducted on 13th February, 2017 accepted the Principal's proposal for introduction of Science stream in the college. The Governing Body passed an unanimous resolution for opening of Science Stream in the college and directed the Principal, Nowgong Girls' College to do the needful (*Annexure 5: Copy of the Governing Body resolution*)

14. Targeted Intake

The Nowgong Girls' College aims to enroll a total number of 200 students for the B.Sc. General Course from the 2017-18 academic session. Further, the college also aims at offering Major course for Physics, Chemistry, Botany and Zoology along with Economics, Geography and Mathematics major at B.Sc. level.

Each of the proposed new Major subjects (physics, chemistry, botany & zoology) would have a maximum intake capacity of 40 students while the major seats in the existing 3 science departments would be proportionately increased.

Course	Subjects proposed under B.Sc. Level		Maximum Seats Proposed
B.Sc. General	New Subjects	1. Physics	200 seats
		2. Chemistry	
		3. Botany	
		4. Zoology	
	Existing Subjects	1. Mathematics	
2. Statistics			
3. Geography			
4. Economics			
B.Sc. Major	New Subjects	1. Physics	40 seats
		2. Chemistry	40 seats
		3. Botany	40 seats
		4. Zoology	40 seats
	Existing Subjects	1. Mathematics	40 seats
		2. Statistics	40 seats
		3. Geography	40 seats
		4. Economics	40 seats

Table 4: Subject-wise proposed maximum student intake at the B.Sc. level
(Both Major & General)

C.T.C.

Principal
Nowgong Girls' College
Assam

15. Permission Sought

The Nowgong Girls' College hereby seeks permission from Gauhati University for the introduction of the following new and existing subjects under **SCIENCE STREAM**.

a) New Subjects:

- Physics Major & General
- Chemistry Major & General
- Botany Major & General
- Zoology Major & General

b) Existing Subjects in the college which comes under science stream:-

- Mathematics Major & General
- Statistics Major & General
- Geography Major & General
- Economics Major & General

16. Infrastructural Availability against Proposed Intake for introduction of B.Sc. Course

Course		Status	Maximum Intake Capacity Proposed	Room		Room Capacity
				Theory	Practical	
B.Sc. General		Newly proposed & Existing subjects	200 seats	SB* 001		200
B.Sc. Major	Physics	Newly proposed subjects	40 seats	SB* 002	SB* 006	44
	Chemistry		40 seats	SB* 003	SB* 007	44
	Botany		40 seats	SB* 004	SB* 008	44
	Zoology		40 seats	SB* 005	SB* 008	44
	Mathematics	Existing Subjects	Existing Infrastructure			
	Statistics					
	Geography					
Compulsory Subjects	English	Existing Subjects	Existing Infrastructure			
	Env. Studies					

Table 5: Infrastructural Availability against Proposed Students Intake under the proposed B.Sc. Course in Nowgong Girls' College

*SB - Science Block

C.T.C.

Principal
Nowgong Girls' College
Nagaland 785001

17. Library Facility

The Nowgong Girls' College has a rich, well equipped and well furnished library with about 42,000 books along with many reputed journals, daily newspapers, magazines etc.

The college aims to purchase and subscribe to science-based books, journals and other such academic requirements at the earliest.

18. Computer Laboratory

The Nowgong Girls' College has a well-equipped computer laboratory with dedicated faculty which can seat more than 50 students at a time.

19. Staff Requirement at the Initial Stage

i. Teaching Faculty :-	Physics	:-	2 faculty members
	Chemistry	:-	2 faculty members
	Botany	:-	2 faculty members
	Zoology	:-	2 faculty members
	Total	:-	8 faculty members
ii. Laboratory Bearer	Physics	:-	1 bearer
	Chemistry	:-	1 bearer
	Botany	:-	1 bearer
	Zoology	:-	1 bearer
	Total	:-	4 bearers

20. Common Facilities

The Nowgong Girls' College is a full-fledged degree college having all facilities needed for imparting quality higher education to girl students. Many of available facilities in the college would serve the common purpose of supporting the students which are to be admitted to the proposed science stream.

Some of these common facilities are listed below:

- Generator
- College Canteen


C.T.C.

Principal
Nowgong Girls' College
Nagaon :: Assam

- c. Hostels with more than 225 seats
- d. Students' Common Room
- e. Students' scholarship facilities
- f. Career Guidance Cell
- g. NCC
- h. Health Care Centre
- i. Self Sponsored Courses
 - i. Beautician Course
 - ii. Cutting & Tailoring
 - iii. Computer Course

21. Conclusion

The Nowgong Girls' College is a premiere college for girls' education in the Central Assam College. Till date, the college has been catering to the educational aspirations of girl students primarily in the arts stream. In recent times, the demand for studying science subjects has seen an exponential increase. Many girl students nowadays study science in the H.S. level in both private junior colleges and government schools. However, the overall seat availability at the degree level colleges having science faculty remained the same till date. Due to this, there is a marked shortage of seats for students studying science, which is more so in case of girls. The present feasibility report highlights the fact that if full-fledged science stream is introduced in the Nowgong Girls' College, then it would go a long way in fulfilling this demand.


Principal
Nowgong Girls' College
Nagaon : Assam

C.T.C.

Principal
Nowgong Girls' College
Nagaon : Assam

GOVERNMENT NOTIFICATIONS REGARDING GOVERNING BODY

Submitted to the NAAC for 3rd Assessment Cycle of Assessment & Accreditation



NOWGONG GIRLS' COLLEGE

Re-accredited at A Grade by the NAAC (2nd Cycle)

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA,.....GUWAHATI - 19.

No. DHE/PA/GB/Misc/4/2018/30

Dated Kahilipara, the 15th February 2020.

From:

Smti. G. Phukan, ACS
Director Higher Education, Assam,
Kahilipara, Guwahati-19.

To,

The Principal

..... Provincialised College (all)

P.O-.....

Dist:-.....

Sub:- Regarding appointment of President Governing Body of Provincialised Colleges.

Sir,

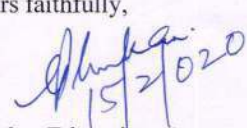
In inviting a reference to the subject cited above, I would like to request you to furnish proposal along with panel of eminent educationist for appointment of President Governing Body for those colleges whose term of Governing Body President has already expired or will expire within March 2020 for taking further necessary action.

The Colleges which have already sent proposal to this Directorate need not send the same again.

The information should reach the undersigned within 18th February 2020 positively through email directorhigherassam123@gmail.com

The matter be treated as Top Most Urgent.

Yours faithfully,



Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Memo No. DHE/PA/GB/Misc/4/2018/30-A

Dated Kahilipara, the 15th February 2020.

Copy to:-

1. The P.S to Hon'ble Minister Education, Assam Dispur, Guwahati-6 for kind appraisal of the Hon'ble Minister.
2. The Secretary to the Govt. of Assam, Higher Education, Dispur, Guwahati-6 for information.


Director of Higher Education, Assam
Kahilipara, Guwahati-19.

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR GUWAHATI-6

No.AHE.331/2008/51

Dated Dispur the 30th August, 2013.

From : Shri R. Hazarika, ACS,
Deputy Secretary to the Govt. of Assam,
Higher Education Department

To : ✓ The Director of Higher Education, Assam,
Kahilipara, Guwahati-19.

Sub : Strengthening of Governing Body of Provincialised College by inclusion of Public
representative as special invitee.

Sir,

You are aware that infrastructure in the Provincialised Colleges of the State have to be strengthened and augmented. You are also aware that academic environment and general administration of a College including maintenance of proper social responsibilities is a mandatory requirement of the College.


With a view to achieve these objectives, it is felt that public representatives that is the MLAs can play a very important role in this regard. The MLAs can also provide lot of financial and other assistance to the College authority from many other available and untapped sources.

In view of the above, the State Govt. has decided that the Director of Higher Education should request all the president of the Governing Bodies of the Provincialised Colleges to invite the local MLA to participate in the Governing Body meetings as a permanent special invitee.

The Governing Bodies' presidents may also be requested to seek all possible assistance including financial aids wherever necessary from untapped sources and other resources within the discretion of the MLAs.

Further, a proposal to be sent at the earliest for amendment of the relevant rules (Assam Non-Govt. College Management Rules, 2009) for effecting the modifications in the formation of the Governing Bodies with induction of public representatives as full time member.

Yours faithfully,


Deputy Secretary to the Govt. of Assam,
Higher Education Department

