



---

# QUALITY AUDIT REPORT

---

**DON BOSCO COLLEGE KOHIMA**



**JANUARY 24, 2024**

**COORDINATED BY INTERNAL QUALITY ASSURANCE CELL  
DBCK**

# REPORT OF THE QUALITY AUDIT CONDUCTED AT DON BOSCO COLLEGE, KOHIMA, NAGALAND

22-24 JANUARY 2024

**Introduction:** Don Bosco College Kohima (*herein after referred to as DBCK*) is a young, vibrant and reputed Arts, Science and Commerce College situated in Kohima, Nagaland, established in the year 2015. It is founded and administered by the Salesian Province of Dimapur, and was started to commemorate the bicentenary of the birth of St John Bosco, catholic church's saintly patron for youth, and as a response to the requests of the people and the catholic community of Kohima. The college currently offers BA/BSc/BCom programmes in 9 disciplines of study and is recognized by UGC under Section 12B of the UGC Act 1956 and is affiliated to the Nagaland University. In this short span of less than a decade, the college has established itself as a pioneer institution of higher learning in the capital city of Nagaland.

With due admiration, respect and recognition for all the strengths, salient features, and excellence of the college, the following are a few observations and recommendations for improvement based on the Quality Audit conducted in the college during 22-24 January 2024.

## I. Curricular Aspects

1. The implementation of NEP 2020 has been initiated in DBCK with the introduction of the 4-year UG programme. The college should make sure that all the salient features of this 4-year scheme are most effectively and efficiently followed for the benefit of the student community. The PLOs and CLOs should be properly communicated and conveyed clearly to teachers and students through all possible means. Periodic orientation programs for teachers need to be given prominence.
2. The college has a very effective curriculum planning and delivery through a well-planned and documented process. Academic calendar is planned and prepared in advance with due regard for the conduct of continuous internal Assessment.
3. It is recommended that Post Graduate programmes in relevant disciplines be launched in the college at the earliest, subject to the approval by the affiliating University.
4. DBCK offered 8 Certificate/value added courses in the last five years. It is laudable that the management takes great efforts to offer computer skill courses to all the students of the college. However, a greater number of value added/certificate courses need to be offered. It is recommended that each faculty may steer at least one certificate course in an academic year, if not in every semester.
5. There are numerous self-study/online MOOCs available on online platforms like SWAYAM, NPTEL, Spoken Tutorial etc. Students may be encouraged to do relevant

courses at their own leisure. It would be good if course faculty may help students to identify courses complementing and adding on to the respective course. It is recommended that relevant provisions are made in the time table for undertaking such courses.

6. It is observed that 45% of the students have undertaken a self-study course in the last five-year period. This is a good indicator, but collective efforts from the part of management and faculty can motivate more students, if possible, all the students, to enroll and successfully complete such courses.
7. The college deserves appreciation for the fact that all the programmes have components like project work/field work/internships and 100% of the students undertake the same.
8. The college has a structured feedback system and curricular feedback is taken from students. It should be ensured that feedback is also taken from a few more of the stakeholders like teachers, employers, alumni, and parents. The feedback can be structured online/offline and the analysis and action taken reports may be updated on the college website.
9. The college has adequate number of well qualified, experienced and committed faculty. It is praiseworthy that the management has always taken special care to ensure the same and fill all the sanctioned posts with full-time teachers. In necessary cases and as per need basis, the services of guest teachers are also availed.

## **II. Teaching-learning and Evaluation**

10. The average enrollment percentage against sanctioned seats during the last five years seems to be only 63%. In particular, due to various reasons, there is a less demand for science programmes, which caused even the temporary closure of some of them. The management and the staff should collectively discuss the factors and reasons responsible for the not so promising enrollment of students and chalk out action plans for improving the same. Popularization programmes for science among the school students may be considered. It is expected that the enrollment percentage should be at least 80%.
11. The percentage of students enrolled from the reservation categories is 100% and this is highly appreciated.
12. The student- full time teacher ratio is slightly above 20:1. This is a good ratio but efforts should always be made to keep it below 20:1.

13. The commitment of the management to have qualified teachers is reflected in the metric that about 83% of the faculty are NET/PhD qualified. This quality should always be kept and if possible, should be improved to 100%.
14. The pass percentage of the students during the last 5 years is almost 100% and this is highly applauded. It is also expected that a good number of students achieve more than 80% marks aggregate in the assessment.

### **III. Research, Innovation and Extension**

15. Apart from being teaching institutes, HEIs are also expected to be research institutions, where quality research is nurtured and promoted for the benefit of the society. The quality of higher education is highly dependent on the quality of research. Currently, the research component in DBCK is not up to the expected levels. A perspective plan to promote research may be outlined by the management and the faculty. It is noted that the college has an active Research and Development Cell coordinated by a faculty since 2018 and the same Cell can take active initiative in research development.
16. The grant received from research projects/endowments funded by Government or non-Government agencies in the last 5-year period is only 11 lakhs which may be average for a non-autonomous college, but the qualitative growth of the institution to higher levels requires this to be improved. Special training/workshops may be organized for faculty members to familiarize them with various funding agencies/schemes. Teachers should be encouraged to apply for research project funds. The CSR funds of companies also can be tapped for research purposes.
17. The number of workshops/seminars/conferences including those on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years is 39. This is a good indicator but efforts should be taken to conduct at least 10 such programmes a year. Each department may conduct subject related conferences/seminars as a practice.
18. The number of papers published in UGC CARE listed journals per teacher is much below the expected levels. As a policy, each faculty is expected to publish at least 2 papers per year. The possibilities of joint research and publishing with faculty from other institutions also should be explored. AIACHE has MoU with AsiaNetwork of colleges from the North America and collaborative works may be possible with faculty from its member colleges. As mentioned earlier, workshops may be conducted, if necessary, to equip and train teachers in matters of scientific writing and publishing.
19. It is also seen that the faculty have not published adequately enough any books or chapters in books in the recent couple of academic years. Faculty may be encouraged to

publish books individually or jointly. Faculty also should present papers in conferences and get the papers published in the proceedings. The management can stipulate a minimum number of such per faculty per year.

20. It is laudable that financial incentives are given to staff for publication in UGC Care listed journals and for book publication.
21. The number of linkages with other institutions for faculty exchange/students exchange/research purposes, internships, field projects, OJTs, etc. need to be enhanced, as the current number of 12 is less than the expected 20. The college may start joint events and collaborations with other quality institutions which can be enhanced to MoUs. MoUs with AIACHE/Xavier Board colleges are also highly recommended.
22. The college conducts adequate number of extension and outreach programmes through forums like NCC/NSS, Clubs, etc. Community engagement activities should always be a priority.
23. The faculty of the college may offer consultancy/resources/training for college teachers across the country in their own specialized and expert areas, especially in topics related to the North East.

#### **IV. Infrastructure and Learning Resources**

24. The college has adequate infrastructure by way of well-furnished class rooms, meeting halls, laboratories, library, playground, canteen, office and staff rooms, washrooms, etc. The construction of a new block is in progress and this will give a facelift to the institution by means of facilities.
25. The library of the college needs to be enhanced with more books, e-books, journals, e-journals, etc. The digitalization of the library seems to be only in progress and this has to be completed at the earliest.
26. Suggestions may be consistently invited from faculty/students regarding the purchase of new books to the library. Also, it will be a good practice if current students or alumni may be encouraged to donate books to the library on special days/occasions like birthdays.
27. Efforts should be taken to increase the footfall/ per day usage of library by the students. Faculty may engage students through assignments which involve the use of library.
28. It is noted that the college has an active Library Committee. The same Committee should oversee the planning and implementation of everything related to library development.
29. The student-computer ratio is good with 13:1; however, this can be improved with purchase of more desktops for academic use. The expected NAAC benchmark is less than or equal to 5:1.

30. The management deserves appreciation for spending the expected or more than expected percentage of its resources for infrastructure development, augmentation, maintenance of academic/physical facilities, etc. The college office and finance staff are also very efficient and keep records properly.
31. The college has adequate internet bandwidth. Wifi access may be given to all students for academic and educational purposes.
32. Facilities for e-content creation have to be considerably enhanced and developed. Studio recording facilities/ Lecture capturing system etc. need to be properly in place and the students also need to be given adequate training in e-content development using these facilities.

## **V. Student Support and Progression**

33. It is a matter of pride and joy and deserves salute that 100% of the students are benefitted by scholarships and free ships by Government/non-government bodies, institution, industry, philanthropists, etc.
34. Short-term courses/ training in relevant and useful foreign languages are recommended as this will empower students who wish to migrate for job/higher studies. Language lab facilities also may be established.
35. The percentage of students benefitted by guidance for competitive examinations and career counselling during the last 5 years is only 27%. This has to be considerably improved. If possible, all the students should be given career guidance and training. The college should have a strong Career Training and Placement Cell (CTPC) who should coordinate all such events. The career/higher education options of students be collected at the time of admission or later during the programme.
36. The percentage of outgoing students placed or progressing to higher education is only 16% which is much less than the expected benchmark of 60%. All efforts should be adopted to improve on this. It would be great if the college adopts orientation programmes such that all the students who pass out either get placed or self-employed or progress to higher education. It would be a good practice, in line with the Salesian spirituality of care for the youth, if some consistent mechanism to regularly and continuously track the progress of pass out students is brought into practice. An outlook like “Once our student, always our student” will be highly rewarding.
37. The percentage of outgoing students qualifying in state/national/international level examinations also is below average with 1.24%, whereas the expected benchmark is at least 10%. Organizing coaching for such examinations may be considered.

38. The college has adequate and robust grievance redressal mechanisms. As per norms, there should be provision for online grievance submission by students on the college website. Also, grievance committees should conduct periodic meetings.
39. The number of awards/medals obtained by the students of the college for performance in sports/cultural activities at university/state/national/international level is quite dismal with a very low 2 numbers in 5 years. The expected number is 30. The IQAC and the faculty may verify whether all possible data was explored for this metric.
40. Like the above, the average number of sports and cultural programmes in which students of the institution participated for the last 5 -year period is also very less with 4. If this is factual, the college should make sure that at least 5-10 programmes are conducted every year.
41. Implementation of support schemes like Group Insurance schemes may be thought of for students, if not yet in place.
42. The college does not seem to have adequate hostel facilities for boys/girls. The management may think about the possibilities for the same. This may also help to increase the enrollment percentage of students.
43. In order to cater to the various student support programmes and schemes, the college has created the portfolio of the Office of Dean, Student Affairs. It is advised that Soft Skill Enhancement Cell be created by the management.

## **VI. Governance, Leadership and Management**

44. The college has a very efficient, dynamic and committed management. The Salesian fathers are fully committed in missionary spirit for the education of students from various walks of life, especially those from underprivileged sections of the society. They have a noble track record of dedicated service in the field of youth training and education. The Rector, the Principal, and the priest staff live in the residential block attached to the college and are available 24/7 for the good of the college. They discuss the everyday functioning of the college, dedicate the same in prayer for God's blessings, and take collective decisions along with the faculty and other stake-holders.
45. E-governance is implemented in all areas like administration, finance and accounts, student admission and support, and examinations. If the e-governance in any area needs further improvement, measures may be taken for the same.
46. It is seen that only 35% of the faculty have been provided with financial support to attend conferences/workshops and towards membership in professional bodies over a 5-year period. This has to be enhanced to cover at least 50%. Teachers may be encouraged to

attend such programmes. The college also may think of hosting conferences/workshops (online or offline) for faculty from other colleges.

47. The percentage of the faculty and the non-teaching staff participating in FDPs/MDPs/training programmes, etc. is only 26%, whereas the expected benchmark is at least 50%. Teachers may be encouraged to attend online/offline FDPs. The college should periodically organize training programmes for non-teaching staff also in required areas like office management, computer skills, language skills, accounting packages, etc.
48. The college has a well-functioning IQAC led by an enthusiastic and dedicated coordinator. The Faculty Quality Circles are also performing well. IQAC conducts regular meetings, organizes periodic academic and quality audits, and facilitate collaborative quality initiatives with other institutions. However, it is noted that the college has not participated in the NIRF so far. The college may participate in NIRF 2025 onwards.

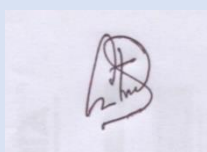
## **VII. Institutional Values and Best Practices**

49. The college has alternate sources of energy like the solar energy, but it can be enhanced as there is enough potential for the same. Water conservation, waste management, green campus initiatives, are all done efficiently well. The college in general displays good ambience and surroundings. The campus is clean and maintained tidy. The campus is also disabled-friendly.
50. The college undertakes periodic quality audits and is actively engaged in beyond the campus environmental activities.
51. Students are given adequate representation in permissible fronts through elected or nominated, as per norms for the same, student's council/ student cabinet. As students of the college are future leaders, this practice would highly promote the rich democratic practices of the nation. The Students Secretary and other office bearers, in general, actively support and strengthen the functioning of the college.
52. Gender equity measures should be consistently adopted. An active Women's Cell is functioning in the college. Women faculty/students have rest room facilities. The Women's Cell should facilitate the implementation of all facilities specially needed for women.
53. Even though the college is young, efforts must be taken to convene the alumni periodically and ensure their support for the college.
54. The college has a well implemented vision and mission which undertake to prepare the students with personal/academic/research and professional excellence.
55. The college has adequate welfare measures for the staff. However, the staff may suggest further welfare schemes to the management when necessary.



56. The annual Performance Appraisal System needs to be properly implemented for the teaching and the non-teaching staff.
57. Regarding the code of conduct for staff and students and programmes for their appraisal, more orientations should be conducted. A staff committee may monitor the same. It is good that there is already an active discipline committee for students which is monitored by a staff member.
58. Some of the recommended Policy documents (e.g.: Admission Policy, Examination Policy, Research Policy, Infrastructure Policy, Consultancy Policy, IT Policy, Staff Welfare Policy, etc.) are already in force in the college. Others should be prepared for the smooth and effective governance of the college and should be discussed and approved in appropriate statutory bodies.

**Conclusion:** Don Bosco College, Kohima, has been serving the state and nation in a meritorious manner for about a decade now. The Salesian Congregation, the visionary management of the college, has been committed to the fullest for the most excellent performance of the college. The college also is blessed with committed, qualified, and experienced faculty. Overall, the college is a high performing college as per the various indicators of quality assurance in higher education. A few areas in which the college may perform better for the good of the stakeholders are indicated above to the best of my observation and assessment. The qualitative improvement of the college gathers all the more relevance as the students of the college need to be globally competent enough to excel in any part of the world. The strategic location of the college in the capital of Nagaland adds to be a positive factor and should be fully benefited. I feel that DBCK has the potential to grow to be one among the best colleges in the North East region and in the country while at the same time marking its due presence in global academic circles. I wish and pray the same.



Fr Dr Gigi Thomas  
Dean of Studies and Former Principal  
Mentor and Assessor, NAAC Accreditation Process  
Mar Ivanios College (Autonomous)  
Thiruvananthapuram, Kerala.

24.01.2024



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

**Accreditation - (Cycle - 1)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
DON BOSCO COLLEGE, KOHIMA  
C-54345  
KOHIMA  
797001**

*Ganesh Kumar Dewangan*

*J. P. Suresh*  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001, Nagaland

**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:	DON BOSCO COLLEGE, KOHIMA KOHIMA Nagaland 797001	
2. Year of Establishment	2015	
3. Current Academic Activities at the Institution (Numbers):		
Faculties/Schools:	6	
Departments/Centres:	6	
Programmes/Course offered:	6	
Permanent Faculty Members:	15	
Permanent Support Staff:	9	
Students:	498	
4. Three major features in the institutional Context (As perceived by the Peer Team):	<ol style="list-style-type: none"> <li>1. • Almost newly-built co-ed college with modest but effective infrastructure engaged in imparting higher education in a disciplined and holistic way</li> <li>2. • Private and partly Grant-in-aid institution offering UG (Arts) programmes committed to overall upliftment of students mostly belonging to tribal population.</li> <li>3. • The college has earned reputation and recognition from Directorate of Higher Education, Govt. of Nagaland within a very short period and it has intention to be upgraded in near future.</li> </ol>	
5. Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 29-03-2021 Visit Date To : 30-03-2021	
6. Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. JAGRUP SINGH SEKHON	Former Professor, Guru Nanak Dev University Amritsar
Member Co-ordinator:	DR. GOURI SANKAR BANDYOPADHYAY	Principal, SYAMSUNDAR COLLEGE
NAAC Co - ordinator:	DR. VINITA SAHU	

*P. Suresh*  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

*J. S. Suresh*  
*Gouri Sankar Bandyopadhyay*  
Page 2/18

## 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 delivery through a well planned and documented process</b>
1.1.2 QIM	<b>The institution adheres to the academic calendar including for the conduct of CIE</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 into the Curriculum</b>
1.4	Feedback System

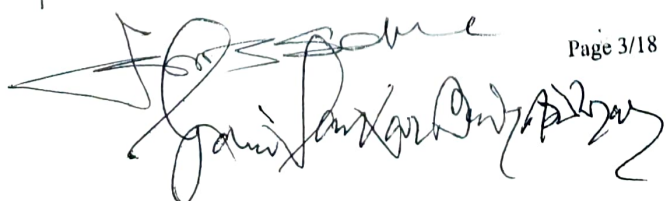
### Qualitative analysis of Criterion 1

The College, affiliated to the Nagaland University has evolved an effective and modern relevant methods of teaching following

he prescribed syllabus/curriculum to enhance the learning levels in the courses. It is offering three years Bachelor degree in Arts with honours in (i) Education, (ii) Political Science, (iii) Sociology, (iv) English and (v) History; B.A General and Environmental Science as compulsory subject for the final year's students. In relation to prescribed syllabus additional group works, projects, assignments, class seminars etc. are conducted by the college in a very regular way.

It is noted that academic timetable at college level known as Academic Year Plan (AYP) is maintained effectively. General faculty meeting and departmental meetings are held frequently and the proceedings of the meeting is recorded and maintained meticulously. The college maintains 'Staff Log Book' for each and every paper/subject, faculty, lesson plan, lecture summary, class attendance etc. Remedial classes and tests along with project work and field work are held in regular way. DBCK has maintained the practices of Continues Internal Assessment (CIA) and transparency for all its functions. The college's Controller of Examination (COE) prepares test schedules and assignment/activities with the help of other committees. It has no such wider scope of academic flexibility. Semester system under CBCS pattern introduced. Institution has followed mentoring system and orientation programmes for its students. Teachers mostly use modern teaching aid such as projectors and ICT enabled class rooms. The teachers of this college take part in the assessment and evaluation of the affiliating university examinations. There are no such add-on/certificate courses in the institution presently.

Due to its religious and spiritual affiliation the DBCK gives special emphasis on value and moral education. Apart from syllabus students of the college are taught several crosscutting topics in their classes on gender equity, environment and sustainability, religious contents of value, morality, business ethics, non-violence, human rights, disaster management and on other socially relevant similar topics. It runs a prescribed course/programme on environmental studies. The College has two NSS units, Women's Cell, Placement Cell etc. which facilitate the cocurricular and extra-curricular activities of the students. Recently the college got the required approval of NCC unit consisting of 100 cadets. There is an existing system of online feedback from



the students on teaching learning process. The college follows mentoring and orientation programme for the students. However, the practice of collecting feedback, its analysis and action taken plan should be strengthened more effectively.

*[Handwritten signature]*  
*[Handwritten signature]*

*f. p. Sawish*  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	<b>The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners</b>
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</b>
2.3.2 QIM	<b>Teachers use ICT enabled tools for effective teaching-learning process.</b>
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	<b>Mechanism of internal assessment is transparent and robust in terms of frequency and mode</b>
2.5.2 QIM	<b>Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient</b>
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<b>Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.</b>
2.6.2 QIM	<b>Attainment of programme outcomes and course outcomes are evaluated by the institution.</b>
2.7	Student Satisfaction Survey

### Qualitative analysis of Criterion 2

Students of this college mostly come from the poor and downtrodden Scheduled Tribes population of the state. College has been practising Three Days Orientation for the newcomer students. No students in the institution from foreign countries but a small number of students is from neighbouring states. The admission process is based on first come first serve policy. It maintains the process of identification of the advanced and slow learners with utmost care mainly on the basis of Continuous Internal Assessment (CIA). There are three main components of CIA: Test, PPT Presentation and Written Assignment. PPT presentation is mandatory for students having Hons papers. Special assistance/attention is usually given to the advanced learners in the form of wider external cum internal opportunities, and Special Remedial Classes or Extra Classes are offered to the slow learners. After the class hours the slow learning students discuss their problems with their teachers. To promote learning in effective as well as holistic way DBCK follows student body election cum formation, field trips, educational tours, group discussion, seminar presentation, debate and so on. BEEA (Bosco Extension and Enrichment Activities) is their unique umbrella organization consisting of 11 clubs which proved helpful for their students' involvement in different spheres of academic and extra-curricular activities. ICT facilities are available in the institution widely, and it possesses few numbers of equipment such as laptop, desktop, LCD projectors etc. E-learning resources are also available in the college library. To ensure surveillance CCTV cameras are installed inside and around the college. There is no practice of student exchange programme in this college.

The college follows diversified teaching methods and strategies for its students coming from



Page 5/18

*A. P. Suresh*  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

30-03-2021 05:40:13

different strata of the society mainly from ST category: (a) conventional Lesson Plan, (b) Experimental Learning through field trips, educational tours etc, (c) Participatory Learning through participation of the students in seminars, PPT presentation, debate, group discussion etc, (d) Problem Solving Oriented Learning (maintaining departmental notice boards updated, periodical departmental meeting, taking remedial and extra classes).

Almost all the teachers are using ICT enabled tools, and all the classrooms are well-equipped with microphone, laptop, LCD projectors etc. Yet more improved methods and practices are needed especially for nowadays when pandemic is still vibrant. Mechanism for Internal Assessment is noteworthy and the methods adopted are transparent as well as robust divided into three segments: (i) Class Test (ii) PPT Presentation and (iii) Written Assignment. PPT presentation is mandatory for all Hons students. Library should be more updated with new books, journals and online resources. Few e-journals are subscribed and staff of the college have been offered the membership of NDL (National Digital Library). Compulsory Parent-Teachers Meeting are practised. DBCK provides mentoring system to the students for their holistic development. The institution communicates the Programme and Course Outcomes to its students through online and offline modes using College website etc. Result analysis is done every year subject/course wise under the guidance of the Examination Committee.

*[Handwritten signature]*  
*[Handwritten signature]*



*F. P. Surish*  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Research Publications and Awards
3.3	Extension Activities
3.3.1	<b>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.</b>
QIM	
3.4	Collaboration

**Qualitative analysis of Criterion 3**

A number of extension and outreach programmes are organised annually to promote understanding and enrichment of community network relationship. Numerous types of such extension and outreach activities, including sensitization ventures are carried out by the students under the leadership of BEEA (Bosco Extension and Enrichment Activities) through college's NSS units, Rovers and Rangers Club and Jesus Youth Movement. The students of the college under BEEA organization have motivated the local residents to become active participants at the grassroots level for maintaining peace and harmony in the society. Students of the college organise from time-to-time different types of extension services and outreach programmes like women and gender sensitization, Blood Donation, Mental Health and general Health Check-up, etc. Under the leadership of NSS weeklong yearly special camps are held in the adopted villages under the banner of Swachh Bharat Aviyon as part of community service. Again, the NSS units of the institution carries on various outreach programmes such as tree plantation, arranging yoga training and so on particularly inside their two adopted villages. The NSS volunteers are motivated to take up charity works among the needy and downtrodden section of the society.

Similarly, the Rovers and Rangers Club of the college take part in rendering their services as volunteers in the state official programmes. On the other hand, Jesus Youth wing of the college is very keen to provide service towards old, sick, prisoners and needy people. Under this organisation the students of the college visit old-age homes, prisons and orphanages inside and outside the state. They assist the school children during summer Bible camps. Such outreach activity and community service towards society is commendable. Besides, the students of the college are involved in cleaning the campus and the neighbouring locality. The institution follows and observes different programmes and campaigns, initiated by the Central Government such as Swachh Bharat Avijaan. The college has at present NCC wing for their students.

J. P. Suresh  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland



Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1	<b>The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.</b>
4.1.2	<b>The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.</b>
4.2	Library as a Learning Resource
4.2.1	<b>Library is automated using Integrated Library Management System (ILMS)</b>
4.3	IT Infrastructure
4.3.1	<b>Institution frequently updates its IT facilities including Wi-Fi</b>
4.4	Maintenance of Campus Infrastructure
4.4.2	<b>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</b>

#### Qualitative analysis of Criterion 4

The institution has modest infrastructure and physical facilities covering 07 acres of land and the total built up area is 16,261 sq. meters. The college has 09 classrooms (mostly are ICT enabled), 2 halls, one administrative office, 2 staffrooms, canteen, one rest room, students' Forum Office, common room for girls, Counsellor's room, Examination wing, NSS cum NCC room, Child Day Care room, BEEA room, library, playground, basketball courts, chapel, assembly hall etc. It has an all-purpose auditorium and an ethnic museum, maintained by the Dept. of History. The college has quarters for teaching and nonteaching staff and adequate toilets.

It offers adequate scope and facility to the students for cultural activities, sports, indoor and outdoor games and for their all-round development. The college runs a number of cells like IQAC, anti-ragging cell, women cell including sexual harassment cell, and so on. It regularly organises various types of cultural events and drama competition. Under BEEA there are 11 clubs and many committees to enable students to develop and hone their innate talents in different spheres. College has a sports centre known as Bosco Sports Academy to promote games and sports among its students.

Library of the college is moderate in capacity having 6848 books, a number of journals, e-books and other e-resources, 10 computers and also with reading and lending facility. The partly automated Library is fitted with ILMS (known as eBLIS), OPAC and LAN Wi-Fi facility. College has subscribed Shodhganga and Sodhsindhu but it does not possess reprographic facility. More books (in titles and copies), journals and e-resources are needed for upgradation of library. The college library should be fully automated as well as digitized to cater its student better service. The college publishes the annual magazine entitled 'Episteme'.

There is highspeed broadband connection around whole college. College has 23 computers, 10 laptops and few necessary accessories such as printers, scanners, LCD projectors. It has installed Bio-Metric fingerprint system for monitoring attendance of teachers and staff. For electronic surveillance over the campus there are 21 CCTV cameras inside the college.

The college has developed a system of regular maintenance, supervision and periodically

*[Handwritten signature]*

upgradation of its entire infrastructure. Cleaning, functioning and repairing work are done on regular basis. First-aid kits are always available for any emergency. The college has one diesel generator for emergency power supply though presence of small unit of solar energy is found in the campus. More endeavour and emphasis should be given on using renewable energy for better and healthy environment. There is effective use of waste management in the institution. Water harvesting facility is available in the college with capacity of more than 6 lac litres of water used for drinking and other purposes.

*[Handwritten signature]*  
*[Handwritten signature]*

*[Handwritten initials]*  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

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
5.3.2 QIM	<b>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 )</b>
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

The college has an elected student body known as DBCK Students' Forum (on the basis of Article 6 of the DBCK Students' Forum Constitution). Its office bearers are fairly elected by general council members consisting from various departments for one year's term. It plays an important role in various administrative, co-curricular and extra-curricular activities. This body is an interface between the management and the common students. This forum is monitored and supervised by the principal and a few teachers. To organise sports and cultural events, and to render community service this students' body plays an effective role. Under the leadership of the students' body the students of this institution took part in national and state level extension activities where they received recognitions and awards. The institution should offer wider scope of students' representation and involvement in mainly student-related spheres. The Students' Forum can help better in finding the needy students and also in providing the financial help and assistance for continuation of their study.

There is a registered Alumni Association in the college. It consists of three passed out batches of students in 2018, 2019 and 2020. An Alumni Association Committee, convened by one faculty of the college monitors its activities. Though AA has no such financial contribution to the college, it offers various support services as and when needed by the institution. It renders immense service to the college in time of admission process and in organizing sports and cultural events. Alumni has been a part of the Bosconian family affording support and assistances in various events and administrative tasks of the college. For example, under the initiative and monitoring of the alumni, the NSS units of the college has represented Nagaland with the rest of India. The alumni of the college have always been supportive for the welfare of the students and the growth of the college. More emphasis should be given and mechanism be adopted to develop a strong and effective Alumni Association.



*J. P. Barua*  
 Don Bosco College  
 PB - 430  
 Kohima-797001 Nagaland

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1	The governance of the institution is reflective of and in tune with the vision and mission of the institution
QIM	
6.1.2	The effective leadership is visible in various institutional practices such as decentralization and participative management
QIM	
6.2	Strategy Development and Deployment
6.2.1	The institutional Strategic / Perspective plan is effectively deployed
QIM	
6.2.2	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.
QIM	
6.3	Faculty Empowerment Strategies
6.3.1	The institution has effective welfare measures for teaching and non-teaching staff
QIM	
6.3.5	Institutions Performance Appraisal System for teaching and non-teaching staff
QIM	
6.4	Financial Management and Resource Mobilization
6.4.1	Institution conducts internal and external financial audits regularly
QIM	
6.4.3	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
QIM	
6.5	Internal Quality Assurance System
6.5.1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
QIM	
6.5.2	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
QIM	
( 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 institution has framed its core policies in tune with the stated vision and mission. The college has followed a noble practice of Mass Service & Prayer Service centring chapel and assembly hall to enhance the moral-spiritual upright of its students. It arranges wide range of extension activities and experiences to sensitize the students on various social issues and human values. Effective, decentralised and participatory college management is visible in the college. The Principal acts like a bridge between the management and other stakeholders. More active Teachers' Council and Students' Forum is highly needed for greater democratic representation in the college management.

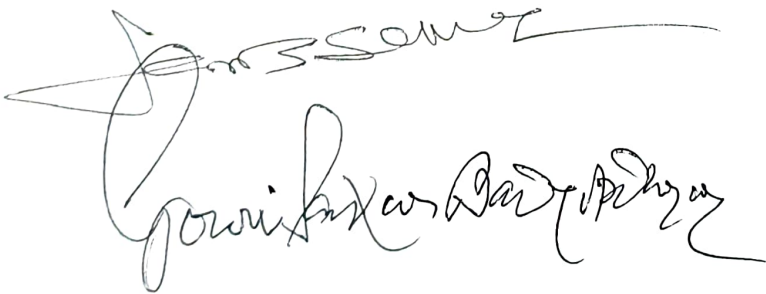
The institution's strategic and perspective plan is effectively deployed. Students and the teachers are allowed to express any suggestion to improve the excellence in any aspect of the institution. It follows a collective decision-making strategy at all levels of academic and administrative affairs with transparency. The

principal along with the academic committees led by IQAC formulates common working procedures. Following the institutional strategic plan, the IQAC team chalks out Academic Year Plan (AYP). It is distributed among the students at the beginning of the academic year. There is need to appoint permanent office-in-charge/Head Clerk for smooth functioning of the college office.

Institution provides few welfare incentives for its teachers and staff: (i) It offered study leave, maternity and paternity leave, academic leave etc. to faculty members, (ii) The college promotes Staff Development Programme for professional growth and development, (iii) Faculty members are offered 'Capacity Building Programme', (iv) It provides Staff quarters for teachers and nonteaching staff etc. The institution has developed few performance appraisal systems such as enhancing the salary of the teachers who completed 3 years, acknowledging the senior faculty with cash & medal on the 'Gratitude Day', offering cash & prize to the departments on the basis of their progress and performance yearly. More staff training programmes, orientation and especially financial incentives are needed to encourage the dedicated staff for better results.

So far financial management is concerned, college conducts internal and external audits regularly. Strict financial description is ensured with transparency. It has well-framed budgeting, accounting and auditing system. The college uses 'Account Made Easy' software for all accounting purposes. As per govt. rules all accounts are audited and reviewed by the Director of the Higher Education. DBCK caters financial assistance to the rural areas and poor students and it provides concession of fees to the needy students. DBCK funds are mobilized to promote various social works, adopted by NSS and other wings. Although major portions of the fees collected are spent in salary purposes, sufficient funds are budgeted for the effective teaching learning practices.

IQAC of the college is functioning satisfactorily through various strategies and plans. Yearly Action Plan is prepared by this cell and different wings and committees under IQAC perform their works for quality growth of teachers, staff and students. It helps the principal in evaluation of faculties, maintaining feedback system, in the sphere of result analysis and in adopting remedial measures.



f. p. Smith  
Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

Criterion 7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion 7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	Measures initiated by the Institution for the promotion of gender equity during the last five years.
7.1.3 QIM	Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words) <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• Biomedical waste management</li> <li>• E-waste management</li> <li>• Waste recycling system</li> <li>• Hazardous chemicals and radioactive waste management</li> </ul>
7.1.8 QIM	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 QIM	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 QIM	Institution celebrates / organizes national and international commemorative days, events and festivals (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 its own institutional values and best practices and it has keen interest to implement these. It has tried to impart value-based education even in the formal courses and programmes in UG level. So far gender issues are concerned, the college takes few measures to promote gender equity among its students and staff in last five years. It has a Women's Cell working on it around the campus. The said cell organises seminars and workshops against gender discrimination. The college campus is under CCTV surveillance. The institution emphasises on human values and organises programmes on women empowerment.

The college has always shown its concern for environmental issues such as climate change, increasing pollution etc. It takes the oath: "Go Green and Keep Campus Clean" and spreading the awareness of preservation of environment and ecosystem. It has taken certain measures to build up plastic free campus, no smoking zone and waste management system. Plantation and other programmes are taking place in regular way. The entire college is equipped with LED bulbs to conserve energy. The institute follows its own waste management system divided into three segments: Solid waste management, Liquid waste management & E-waste management. College has set up two full-fledged rain water harvesting units. The college building has ramp facility for special children. The college has done Green Audit and Academic Audit.


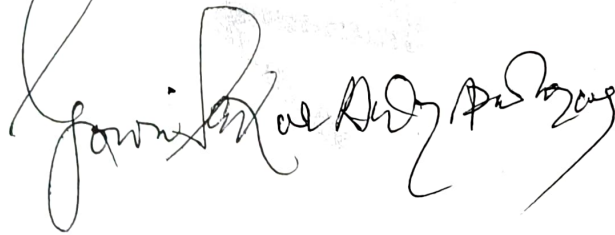
To promote diverse culture, the institution observes few programmes and practices. The students are

*[Handwritten signature]*  
*[Handwritten signature]*

basically trained to respect to the different ethnic cultures and way of lives of Nagaland as well as India. Institution celebrates / organizes national and international commemorative days, events and festivals such as International Women's day, Yoga Day, world Environment Day etc., in regular way. College should arrange and organise more effective and attractive programmes and practices to promote our traditional cultural diversity with inherent unity. In this field, there is a wide scope to arrange programmes for paying homage with reverence to our national heroes and freedom fighters throughout the year.

Two best practices of the institution in last five years are: (1) Observance of monthly Research Day and (2) Compassion Channel. The college's Research Cell initiated a day every month to be dedicated for research activities of the faculties. But without sufficient infrastructure it is tough to achieve expected success. On the other hand, to encourage and motivate the NSS volunteers to take up compassionate activities or charity works targeting the needy and the weaker sections of society few measures have been taken. For this purpose, the college adopted further few useful practices such as 'earning while learning' and keeping seed money. Both are in experimental stages and have been providing limited success presently.

DBCK has developed full automated college management system known as 'HIGRADE'. However, it has been trying its best to provide the value-based education of the students on the basis of reason, religion, loving kindness, spiritual commitment, accountability and integrity. The college through preventive system is moulding students by imparting holistic and personalized education.

Principal  
Don Bosco College  
PB - 430  
Kohima-797001 Nagaland

Overall Analysis

**Institutional Strength:**

1. The College, located in North-eastern tribal heartland has been engaged in imparting value-based education based on the ideas and philosophy of Saint Don Bosco among the students of catchment area.
2. The college management is functional, enthusiastic and visionary.
3. The infrastructure of the institution is good and well-maintained, clean and suitable for academic, cultural and sports activities.
4. The college caters higher education to ample number of students coming from rural areas and belonging to more than 16 tribal categories with an affordable fee structure.
5. The extension and outreach activities and initiatives particularly under BEEA organization of the college is noteworthy.
6. It follows transparency in academic, financial and management operation.
7. It has earned reputation and recognition from the Directorate of Higher Education, Government of Nagaland within a very brief period of its inception.
8. Undoubtedly it has enough potentiality and proper educational environment for further growth.

**Institutional Weakness:**

1. The institution needs more faculty members with doctoral degrees and who are research-oriented and ready to avail for minor and major research projects.
2. Lack of sufficient number of classrooms and infrastructure for accommodating more students and for opening of new courses.
3. Lack of hostel facility especially required for students who are coming from distant and remote areas.
4. Lack of inter and multi-disciplinary approach in teaching-learning process.
5. Lack of Add-on and or skill-oriented courses/programmes.
6. The college library lacks upgradation and there is inefficiency in procuring sufficient number of books and study materials.
7. Insufficient Grant-in -aid from government and semi-government agencies.

**Institutional Opportunity:**

1. Introduction of new courses/programmes into Humanities and Social Science streams and opening of Science, Commerce, Law, B.Ed streams in the college.
2. Huge scope of extension of campus as well as infrastructure for all-round progress and development.
3. Opportunity for collaboration with local tourism and other industries under college-industry linkage programmes.
4. To create a synergy with neighbouring institutions of the state of Nagaland.
5. To introduce skill-oriented, professional and value-added courses.
6. Scope for availing minor and major research projects by the faculties.
7. Scope to encourage more campus placements.



### Institutional Challenges:

1. Attracting more external funding from outside agencies including government contribution and financial resources.
2. Introducing more UG courses/programmes in different streams.
3. Strengthening online teaching and learning activities.
4. To train and groom teachers in latest pedagogies and developments in their disciplines.
5. To increase the intake of students.
6. To get and retain the highly qualified, experienced and research-minded faculties.

### 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)

- • More infrastructural development particularly construction of classrooms and laboratories are needed for introduction of new streams and courses in future though the process has started.
- • The DBCK should open and introduce science and commerce streams and more professional, skill and job-oriented multi-disciplinary, Add-on courses/programmes.
- • Special care should be taken up for upgradation of College Library procuring more books and reading materials and constructing office set up.
- • ICC Cell should be formed in earliest opportunity, and activities of the Grievance Cell, Anti-Ragging Cell and Career Guidance Cell should be more effective in its functioning.
- • More permanent and substantive teachers and staff are needed for better tuning of the teaching learning activities.
- • Existing faculties should be encouraged and motivated to pursue Ph. D and research works and to avail Minor and Major Research Projects.
- • Students' Body should be more functioning and effective with wider representation of the students' community for greater interests of the students.
- • Computer Labs should be opened with more IT facilities.
- • The college should promote the programmes of exchange of faculties and the students effectively.
- • The college management should focus on enhancing the capacity of solar power in the campus to make it more environment-friendly.

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

*J. R. Smith*

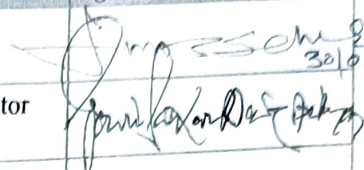
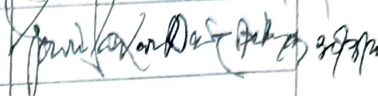
Signature of the Head of the Institution  
Principal

Don Bosco College  
PB - 430

Kohima-797001 Nagaland  
Seal of the Institution

*J. R. Smith*  
*Garvin Alexander Bantay*

NAAC

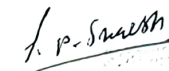
Sl.No	Name		Signature with date
1	JAGRUP SINGH SEKHON	Chairman	 30/03/2021
2	GOURI SANKAR BANDYOPADHYAY	Member Co - ordinator	 30/03/2021
3	DR. VINITA SAHU	NAAC Co - ordinator	

Place

KOHIMA, NAGALAND

Date

30.03.2021

  
J. P. Suresh  
Coordinator  
Kohima, Nagaland



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

# *Certificate of Accreditation*

*The Executive Committee of the  
National Assessment and Accreditation Council  
is pleased to declare the  
Don Bosco College, Kohima  
Ziehezou, Kohima, affiliated to Nagaland University, Nagaland as  
Accredited  
with CGPA of 1.85 on four point scale  
at C grade  
valid up to April 07, 2026*

*Date : April 08, 2021*



*S. C. Sema*  
Director



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

## Quality Profile

Name of the Institution : Don Bosco College, Kohima

Place : Ziekezou, Kohima, Nagaland

Criteria	Weightage ( $W_i$ )	Criterion-wise Weighted Grade Point ( $CrWGP_i$ )	Criterion-wise Grade Point Averages ( $CrWGP_i / W_i$ )
I. Curricular Aspects	100	075	0.75
II. Teaching-Learning and Evaluation	350	751	2.15
III. Research, Innovations and Extension	105	150	1.43
IV. Infrastructure and Learning Resources	100	244	2.44
V. Student Support and Progression	130	200	1.54
VI. Governance, Leadership & Management	100	213	2.13
VII. Institutional Values and Best Practices	100	189	1.89
<b>Total</b>	$\sum_{i=1}^7 W_i = 985$	$\sum_{i=1}^7 (CrWGP_i) = 1822$	

$$\text{Institutional CGPA} = \frac{\sum_{i=1}^7 (CrWGP_i)}{\sum_{i=1}^7 W_i} = \frac{1822}{985} = \boxed{1.85}$$

Grade =

Date : April 08, 2021



S. C. Sanyal  
Director

- This certification is valid for a period of Five years with effect from April 08, 2021
- An institutional CGPA on four point scale in the range of 3.51 - 4.00 denotes A<sup>++</sup> grade, 3.26 - 3.50 denotes A<sup>+</sup> grade, 3.01 - 3.25 denotes A grade, 2.76 - 3.00 denotes B<sup>++</sup> grade, 2.51 - 2.75 denotes B<sup>+</sup> grade, 2.01 - 2.50 denotes B grade, 1.51 - 2.00 denotes C grade
- Scores rounded off to the nearest integer