

# The Annual Quality Assurance Report (AQAR) of the IQAC

## 2017-2018

### SADIYA COLLEGE, SADIYA, ASSAM

#### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

SADIYA COLLEGE

1.2 Address Line 1

CHAPAKHOWA

Address Line 2

CHAPAKHOWA

City/Town

TINSUKIA

State

ASSAM

Pin Code

786157

Institution e-mail address

sadiyacollegeprincipal@gmail.com

Contact Nos.

9435410837

Name of the Head of the Institution:

Dr. Haragobinda Borkakoty

Tel. No. with STD Code:

03756 - 244122

Mobile:

+919435410837

Name of the IQAC Co-ordinator:

Dr. Karunakar Panda

Mobile:

+919706754176

IQAC e-mail address:

iqacsadiyacollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879):

ASCOGN12658

1.4 NAAC Executive Committee No. & Date:

EC/38/146 dated 02/02/2006

1.5 Website address:

www.sadiyacollege.org.in

Web-link of the AQAR:

[www.sadiyacollege.org.in/aqar](http://www.sadiyacollege.org.in/aqar)

1.6 Accreditation Details

| Sl. No. | Cycle                 | Grade | CGPA  | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|-------|-----------------------|-----------------|
| 1       | 1 <sup>st</sup> Cycle | C+    | 61.50 | 2006                  | 5 years         |
| 2       | 2 <sup>nd</sup> Cycle |       |       |                       |                 |
| 3       | 3 <sup>rd</sup> Cycle |       |       |                       |                 |
| 4       | 4 <sup>th</sup> Cycle |       |       |                       |                 |

1.7 Date of Establishment of IQAC: DD/MM/YYYY

19/03/2007

**1.8 AQAR for the year (for example 2010-11)**

2017-18

**1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))**

- i. AQAR 2014-2015 submitted to NAAC on 31.12.2018
- ii. AQAR 2015-2016 submitted to NAAC on 31.12.2018
- iii. AQAR 2016-2017 submitted to NAAC on 31.12.2018
- iv. AQAR 2017-2018 submitted to NAAC on 31.12.2018

**1.10 Institutional Status**

|                                        |       |                                     |         |                                     |        |                          |         |                          |
|----------------------------------------|-------|-------------------------------------|---------|-------------------------------------|--------|--------------------------|---------|--------------------------|
| University                             | State | <input checked="" type="checkbox"/> | Central | <input type="checkbox"/>            | Deemed | <input type="checkbox"/> | Private | <input type="checkbox"/> |
| Affiliated College                     | Yes   | <input checked="" type="checkbox"/> | No      | <input type="checkbox"/>            |        |                          |         |                          |
| Constituent College                    | Yes   | <input type="checkbox"/>            | No      | <input checked="" type="checkbox"/> |        |                          |         |                          |
| Autonomous college of UGC              | Yes   | <input type="checkbox"/>            | No      | <input checked="" type="checkbox"/> |        |                          |         |                          |
| Regulatory Agency approved Institution | Yes   | <input type="checkbox"/>            | No      | <input checked="" type="checkbox"/> |        |                          |         |                          |

(eg. AICTE, BCI, MCI, PCI, NCI)

|                     |                               |                                     |                        |                                     |         |                                     |
|---------------------|-------------------------------|-------------------------------------|------------------------|-------------------------------------|---------|-------------------------------------|
| Type of Institution | Co-education                  | <input checked="" type="checkbox"/> | Men                    | <input type="checkbox"/>            | Women   | <input type="checkbox"/>            |
|                     | Urban                         | <input type="checkbox"/>            | Rural                  | <input type="checkbox"/>            | Tribal  | <input checked="" type="checkbox"/> |
| Financial Status    | Grant-in-aid                  | <input type="checkbox"/>            | UGC 2(f)               | <input checked="" type="checkbox"/> | UGC 12B | <input checked="" type="checkbox"/> |
|                     | Grant-in-aid + Self Financing | <input type="checkbox"/>            | Totally Self-financing | <input type="checkbox"/>            |         |                                     |

### 1.11 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐  
Others (Specify)

- BPP and BA courses under KKHSOU, Guwahati, Assam.
- D.El.Ed. courses under KKHSOU, Guwahati, Assam.

### 1.12 Name of the Affiliating University (*for the Colleges*)

Dibrugarh University, Dibrugarh,  
Assam

### 1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## 2. IQAC Composition and Activities

|                                                                   |     |
|-------------------------------------------------------------------|-----|
| 2.1 No. of Teachers                                               | 05  |
| 2.2 No. of Administrative/Technical staff                         | 01  |
| 2.3 No. of students                                               | NIL |
| 2.4 No. of Management representatives                             | 01  |
| 2.5 No. of Alumni                                                 | 01  |
| 2.6 No. of any other stakeholder and<br>community representatives | 01  |
| 2.7 No. of Employers/ Industrialists                              | 01  |
| 2.8 No. of other External Experts                                 | Nil |
| 2.9 Total No. of members                                          | 10  |
| 2.10 No. of IQAC meetings held                                    | 02  |

2.11 No. of meetings with various stakeholders:

|                    |    |          |    |
|--------------------|----|----------|----|
| No.                | 09 | Faculty  | 04 |
| Non-Teaching Staff | 04 | Students | 01 |
| Alumni             | 01 | Others   |    |

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

|            |     |               |     |          |     |       |     |                   |     |
|------------|-----|---------------|-----|----------|-----|-------|-----|-------------------|-----|
| Total Nos. | Nil | International | Nil | National | Nil | State | Nil | Institution Level | Nil |
|------------|-----|---------------|-----|----------|-----|-------|-----|-------------------|-----|

(ii) Themes

Choice Based Credit System: In Indian Universitys Scope and Challenges

#### 2.14 Significant Activities and contributions made by IQAC

The IQAC has taken significant steps towards quality enhancement and development of the college. These are enumerated as: -

The IQAC takes steps for opening of the college canteen on 28-05-2018  
Swadesh Darshan course is introduced in the college.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year is as follows:

| Plan Action                                                                                                                                                                            | Achievements                                                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i. To organize Health Awareness Programme on 17 <sup>th</sup> August 2017                                                                                                              | i. Health Awareness Programme is organized on 17 <sup>th</sup> August 2017                                                                                                                                       |
| ii. To Make Academic and Administrative Audit Regularly                                                                                                                                | ii. Academic and Administrative Audit is done                                                                                                                                                                    |
| iii. To make recreation centre for the students                                                                                                                                        | iii. Steps are taken for students' recreation                                                                                                                                                                    |
| iv. To give more stress on games and sports. And filed developmental work should be made for the said purpose.                                                                         | iv. Steps are taken for game and sports for field development works are done                                                                                                                                     |
| v. To request the college authority for opening of Science Stream in the College                                                                                                       | v. Opening of Science Stream is under process.                                                                                                                                                                   |
| vi. To give a memorandum the Hon'ble Minister, Education and Finance, Govt. of Assam, Dispur for opening of Science Stream with other demands as regards to development of the College | vi. The Hon'ble Education Minister, Govt. of Assam visited the College on 04/10/2017 and a memorandum is given to him. He declared opening of Science Stream in the Public meeting held in the College premises. |
| vii. To enplant Medicinal Plants in the College Campus.                                                                                                                                | vii. Some Medicinal Plants are enplanted in the College Campus.                                                                                                                                                  |
| viii. To obtain recognition of HS Commerce Stream                                                                                                                                      | viii. Recognition of HS Commerce Stream is under process                                                                                                                                                         |
| ix. To complete the College Canteen building at the earliest                                                                                                                           | ix. The College Canteen is functional on 28/08/2018 and made open for the students.                                                                                                                              |
| x. To use modern methodology for farming and fishery                                                                                                                                   | x. Modern methodology is used for farming and fishery. Fund is generated for the College.                                                                                                                        |
| xi. To utilize the IQAC fund released by UGC as per UGC guidelines.                                                                                                                    | xi. Some amount of IQAC fund is utilised.                                                                                                                                                                        |
| xii. To organize a workshop on sericulture involving students and Alumni                                                                                                               | xii. Steps are taken but not materialized                                                                                                                                                                        |
| xiii. To organize a Seminar on Tourism which will encourage the students in present context                                                                                            | xiii. Initiatives are taken to organize in the next session                                                                                                                                                      |
| xiv. To request Union Bank authority for installation of ATM in the College Campus.                                                                                                    | xiv. Installation of ATM in the College Campus is under process.                                                                                                                                                 |
| xv. To open Science Stream in the College from next academic session.                                                                                                                  | xv. Initiatives are taken to open in the next session.                                                                                                                                                           |
| xvi. To open Swadesh Darshan Course for HS Classes                                                                                                                                     | xvi. Swadesh Darshan Course is introduced                                                                                                                                                                        |
| xvii. To organize International Day of Yoga 2018 on 21/06/2018                                                                                                                         | xvii. International Day of Yoga is organized on 21/06/2018                                                                                                                                                       |

2.16 Whether the AQAR was placed in statutory body      Yes ☒ No ☐  
                                          Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The IQAC meeting held on 29-11-2018 and Sadiya College Governing Body meeting held on 31-12-2018 accepted the AQAR 2014-15 as per revised guideline with effective from 01-01-2014

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--------------------------------------------|-------------------------------------|----------------------------------------------------|
| PhD                    | -                             | -                                          | -                                   | -                                                  |
| PG                     | -                             | -                                          | -                                   | -                                                  |
| UG                     | 2                             | -                                          | -                                   | -                                                  |
| PG Diploma             | -                             | -                                          | -                                   | -                                                  |
| Advanced Diploma       | -                             |                                            |                                     |                                                    |
| Diploma                | -                             | -                                          | -                                   | -                                                  |
| Certificate            | 01                            | -                                          | -                                   | -                                                  |
| Others                 |                               |                                            |                                     |                                                    |
| <b>Total</b>           | 03                            | -                                          | -                                   | -                                                  |
| Interdisciplinary      | -                             |                                            |                                     |                                                    |
| Innovative             | -                             |                                            |                                     |                                                    |

##### 1.2 (i) Flexibility of the Curriculum: Core /Elective option

##### (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | 02                   |
| Trimester | -                    |
| Annual    | -                    |

1.3 Feedback from stakeholders\* Alumni ☒ Parents ☐ Employers ☐ Students ☒  
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

*\*Provided an analysis of the feedback in the Annexure- II (see page – 33)*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Dibrugarh University designs and revises the curriculum

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 20    | 08               | 12                   | -          | -      |

2.2 No. of permanent faculty with Ph.D.

03

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors |   | Associate Professors |    | Professors |   | Others |   | Total |    |
|------------------|---|----------------------|----|------------|---|--------|---|-------|----|
| R                | V | R                    | V  | R          | V | R      | V | R     | V  |
| 07               | - | 10                   | 02 | -          | - | -      | - | 17    | 02 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

0 06 06

2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | 0                   | 0              | 07          |
| Presented papers | 01                  | 0              | 0           |
| Resource Persons |                     |                |             |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The Students are encouraged to acquire computer knowledge. Frequent class tests are conducted and assignments are given to the students

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

No, University system is followed

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Nil

Nil

Nil

2.10 Average percentage of attendance of students

83%

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division      |     |      |       |        |
|------------------------|--------------------------------|---------------|-----|------|-------|--------|
|                        |                                | Distinction % | I % | II % | III % | Pass % |
| BA                     | 226                            |               | 07  | 44   | 73    | 54.87% |
| BSc                    |                                |               |     |      |       |        |
| BCom                   | 28                             |               | 01  | 05   | 06    | 42.86% |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The following measures are taken by IQAC:

- i. IQAC keeps class monitors on preparation of routine, academic calendar, conducting of unit test, session exam. The HODS monitors the classes taken by teachers .

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i>  | <i>Number of faculty benefitted</i> |
|------------------------------------------------|-------------------------------------|
| Refresher courses                              | 01                                  |
| UGC – Faculty Improvement Programme            | Nil                                 |
| HRD programmes                                 | Nil                                 |
| Orientation programmes                         | Nil                                 |
| Faculty exchange programme                     | Nil                                 |
| Staff training conducted by the university     | Nil                                 |
| Staff training conducted by other institutions | Nil                                 |
| Summer / Winter schools, Workshops, etc.       | Nil                                 |
| Others (Short term Courses)                    | Nil                                 |

2.14 Details of Administrative and Technical staff

| Category             | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|------------------------------------------------------|----------------------------------------|
| Administrative Staff | 05                            | 2                          | 0                                                    | 05                                     |
| Technical Staff      |                               |                            |                                                      |                                        |

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The faculty members have been encouraged to participate in national and international seminars and publish books, and articles
- The IQAC encourages faculty members to procure Major and Minor
- The IQAC felicitates the teachers who obtains M.Phil., Ph.D. degrees.
- The IQAC encourages faculty members to take up small projects.

#### 3.2 Details regarding major projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | Nil       | Nil     | Nil        | Nil       |
| Outlay in Rs. Lakhs | Nil       | Nil     | Nil        | Nil       |

#### 3.3 Details regarding minor projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | Nil       |         |            |           |
| Outlay in Rs. Lakhs | Nil       |         |            |           |

#### 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | Nil           |          |        |
| Non-Peer Review Journals |               |          |        |
| e-Journals               |               |          |        |
| Conference proceedings   |               |          |        |

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

| Nature of the Project                                                          | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|--------------------------------------------------------------------------------|---------------|----------------------------|------------------------|----------|
| Major projects                                                                 | Nil           | Nil                        | Nil                    | Nil      |
| Minor Projects                                                                 | Nil           | Nil                        | Nil                    | Nil      |
| Interdisciplinary Projects                                                     | Nil           | Nil                        | Nil                    | Nil      |
| Industry sponsored                                                             | Nil           | Nil                        | Nil                    | Nil      |
| Projects sponsored by the University/ College                                  | Nil           | Nil                        | Nil                    | Nil      |
| Students research projects<br><i>(other than compulsory by the University)</i> | Nil           | Nil                        | Nil                    | Nil      |
| Any other(Specify)                                                             | Nil           | Nil                        | Nil                    | Nil      |
| Total                                                                          |               |                            |                        |          |

3.7 No. of books published i) With ISBN No.

Nil

Chapters in Edited Books

Nil

ii) Without ISBN No.

Nil

3.8 No. of University Departments receiving funds from

UGC-SAP

Nil

CAS

Nil

DST-FIST

Nil

DPE

Nil

DBT Scheme/funds

Nil

3.9 For colleges

Autonomy

Nil

CPE

Nil

DBT Star Scheme

Nil

INSPIRE

Nil

CE

Nil

Any Other (specify)

Nil

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

| Level               | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number              | 0             | 0        | 0     | 0          | 0       |
| Sponsoring agencies | Nil           | Nil      | Nil   | Nil        | Nil     |

3.12 No. of faculty served as experts, chairpersons or resource persons

Nil

3.13 No. of collaborations

International

Nil

National

Nil

Any other

Nil

3.14 No. of linkages created during this year

Nil

3.15 Total budget for research for current year in lakhs :

From funding agency

Nil

From Management of College

2,00,000

Total

2,00,000

3.16 No. of patents received this year

| Type of Patent |         | Number |
|----------------|---------|--------|
| National       | Applied | Nil    |
|                | Granted | Nil    |
| International  | Applied | Nil    |
|                | Granted | Nil    |
| Commercialised | Applied | Nil    |
|                | Granted | Nil    |

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| Nil   | Nil           | Nil      | Nil   | Nil        | Nil  | Nil     |

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

Nil

Nil

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

Nil

SRF

Nil

Project Fellows

Nil

Any other

Nil

3.21 No. of students Participated in NSS events:

University level

Nil

State level

Nil

National level

Nil

International level

Nil

3.22 No. of students participated in NCC events:

|                  |     |                     |     |
|------------------|-----|---------------------|-----|
| University level | Nil | State level         | Nil |
| National level   | Nil | International level | Nil |

3.23 No. of Awards won in NSS:

|                  |     |                     |     |
|------------------|-----|---------------------|-----|
| University level | Nil | State level         | Nil |
| National level   | Nil | International level | Nil |

3.24 No. of Awards won in NCC:

|                  |     |                     |     |
|------------------|-----|---------------------|-----|
| University level | Nil | State level         | Nil |
| National level   | Nil | International level | Nil |

3.25 No. of Extension activities organized

|                  |     |               |    |               |
|------------------|-----|---------------|----|---------------|
| University forum | Nil | College forum | 02 |               |
| NCC              | Nil | NSS           | 02 | Any other Nil |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The college students participated in Swachha Bharat Abhijan in Paikasta. Balasore, Odisha while they were on study tour.
- The saplings are planted in the college campus.
- Organic farming encouraged among the alumni and the students.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

| Facilities                                                                        | Existing                     | Newly created                                                           | Source of Fund       | Total |
|-----------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------|----------------------|-------|
| Campus area                                                                       | 40 Bisha 4<br>Katha 15 Lessa | Nil                                                                     | College Fund         |       |
| Class rooms                                                                       | 18                           | 03                                                                      |                      | 21    |
| Laboratories                                                                      |                              |                                                                         |                      |       |
| Seminar Halls                                                                     |                              |                                                                         |                      |       |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. |                              | Water Tank pure drinking water plane (from P.K. Market cave technology) | 1,33,000<br>1,15,000 |       |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   |                              |                                                                         |                      |       |
| Others                                                                            | 10                           | From Compu Service 6Nos Laptop full set                                 | 2,59,680             |       |

#### 4.2 Computerization of administration and library

Internet access is provided in the library and the IQAC room.

#### 4.3 Library services:

|                   | Existing |             | Newly added |             | Total |             |
|-------------------|----------|-------------|-------------|-------------|-------|-------------|
|                   | No.      | Value (Rs.) | No.         | Value (Rs.) | No.   | Value (Rs.) |
| Text Books        | 2,629    | 5,32,764.00 | 840         | 1,91,221.00 | 3,469 | 7,23,985.00 |
| Reference Books   | 1,295    | 7,67,440.00 | 427         | 2,21,980.00 | 1,722 | 9,89,420.00 |
| e-Books           |          |             |             |             |       |             |
| Journals          | 17       | 23,304.00   | 08          | 12,250.00   | 25    | 35,554.00   |
| e-Journals        |          |             |             |             |       |             |
| Digital Database  |          |             |             |             |       |             |
| CD & Video        |          |             |             |             |       |             |
| Others (Magazine) |          |             |             |             |       |             |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 54              | 22            | 01       |                  |                  | 01     |             |        |
| Added    | 10              |               |          |                  |                  |        | 07          | 03     |
| Total    | 64              | 22            | 01       |                  |                  | 01     | 07          | 03     |

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- Computer training is provided to the Teaching and Non-Teaching Staff of the College
- Internet access is provided to the College Staff
- Internet access is provided in the library and the IQAC room.

#### 4.6 Amount spent on maintenance in lakhs :

|                                          |           |
|------------------------------------------|-----------|
| i) ICT                                   | 2.59 lakh |
| ii) Campus Infrastructure and facilities | 0.45      |
| iii) Equipments                          | 0.16      |
| iv) Others                               | 0.50      |
| <b>Total :</b>                           | 3.70      |



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The students are informed in freshman social function about their support services. The awareness about student support services has also been enhanced through the college prospectus, notice board and website.

#### 5.2 Efforts made by the institution for tracking the progression

- The College keeps records of all internal and end-semester examination through examination cell in collaboration with IQAC
- It keeps contact with Alumni
- It provides the students with some new facilities to the students for development of co-curricular activities.

#### 5.3 (a) Total Number of students

| UG                  | PG  | PhD | Others |
|---------------------|-----|-----|--------|
| Arts-124<br>Com.-12 | Nil | Nil | Nil    |

#### (b) No. of students outside the state

Nil

#### (c) No. of international students

Nil

|     |     |     |       |    |       |
|-----|-----|-----|-------|----|-------|
| Men | No  | %   | Women | No | %     |
|     | 114 | 47% |       | 22 | 54.4% |

| Last Year |    |    |     |                       |       | This Year |    |    |     |                       |       |
|-----------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| General   | SC | ST | OBC | Physically Challenged | Total | General   | SC | ST | OBC | Physically Challenged | Total |
| 23        | 07 | 27 | 112 | Nil                   | 169   | 16        | 03 | 22 | 95  | Nil                   | 136   |

Demand ratio

Dropout %

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The college does not provide systematic coaching for competitive examination. Students are advised to avail the library facility for their preparations free of cost.

#### 5.5 No. of students qualified in these examinations

Nil

|             |     |           |     |      |     |        |     |
|-------------|-----|-----------|-----|------|-----|--------|-----|
| NET         | Nil | SET/SLET  | Nil | GATE | Nil | CAT    | nil |
| IAS/IPS etc | Nil | State PSC | Nil | UPSC | Nil | Others | Nil |

#### 5.6 Details of student counselling and career guidance

The college has career guideline and counseling cell which provides guideline to the students by organizing workshops and seminars time to time.

No. of students benefitted

60

#### 5.7 Details of campus placement

| <i>On campus</i>                |                                 |                           | <i>Off Campus</i>         |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| Nil                             | Nil                             | Nil                       | Nil                       |

#### 5.8 Details of gender sensitization programmes

Gender Sensitisation cell and women cell organizes programmes related to gender issues

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level

04

National level

Nil

International level

Nil

No. of students participated in cultural events

State/ University level

04

National level

Nil

International level

Nil

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level

Nil

National level

Nil

International level

Nil

Cultural: State/ University level

01

National level

Nil

International level

Nil

## 5.10 Scholarships and Financial Support

|                                                                      | Number of students | Amount   |
|----------------------------------------------------------------------|--------------------|----------|
| Financial support from institution                                   | 41                 | 41,000/- |
| Financial support from government                                    |                    |          |
| Financial support from other sources (DCTU)                          | Nil                | Nil      |
| Number of students who received International/ National recognitions | Nil                | Nil      |

### 5.11 Student organised / initiatives

Fairs : State/ University level

Nil

National level

Nil

International level

Nil

Exhibition: State/ University level

Nil

National level

Nil

International level

Nil

5.12 No. of social initiatives undertaken by the students

Nil

5.13 Major grievances of students (if any) redressed:  
Students grievances are redressed time to time

## Criterion – VI

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

6.1 State the Vision and Mission of the institution

#### **Our Vision:**

The College has a vision of imparting quality education It has a vision to create holistic atmosphere for the students to cater to the demands of the global world. It has a vision to enable each and every student to be complete men and women in every sense of term.

#### **Our Mission:**

- a. Taking advancement of learning through out the area.
- b. Imparting Higher Secondary Education and Degree Education to students.
- c. Supporting students in receiving education by supplying prescribed books & books on various branches of knowledges in different languages thought the system of college library.
- d. To make the students good citizen through physical excrise by providing alround sports facilities.
- e. To make efficient for taking part in the defence of the motherland by imparting N.C.C. & N.S.S. educations.
- f. To encourage the students in social and cultural co-operation by means of cultural exchange and practice.
- g. To encourage the students for taking part in social welfare activities.
- h. To play principal role in imparting women education and adult education.
- i. To involve students in activities like social forestry and social plantation with a view to implementing a balance environment.

6.2 Does the Institution has a management Information System

Notice Board, Group SMS are the Common information systems Notice are circulated among teaching and non-teaching staff as and when required.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development:

The curriculum is designed by Dibrugarh University.

### 6.3.2 Teaching and Learning:

- Routine is prepared at the beginning of the session.
- Free Internet access provided to teachers.
- The college provides active support to the Deptts. For organizing study tours, group discussion, exchange programmes, as supplementary activities to the syllabi.
- Necessary and up to date teaching materials are provided for continuous improvement of teaching learning activities.

### 6.3.3 Examination and Evaluation:

The examination committee conducts the Internal and sessional examinations as per University guideline.

The semester examination are held as per the schedule of Dibrugarh University the evaluated scripts are shown to the students for verification

### 6.3.4 Research and Development:

The college has a congenial atmosphere for research work. The college encourages the teachers to procure minor research projects. Teachers are encouraged to attend Nation/International Seminars/ workshop/conference etc.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation:

During this session 3469 text books, 1722 reference books 25 journals and other periodicals have enriched in the our library. Some initiatives are taken for ICT and physical Infrastructure

#### 6.3.6 Human Resource Management:

The IQAC keeps close contact with departments office, library and assess the man power. It also monitors academic activities. The principal holds meeting regularly with the HoDs, all teaching and non-teaching staff for the upliftment of the academic atmosphere of the college.

#### 6.3.7 Faculty and Staff recruitment:

The permanent vacancies are filled as per Government rules and regulations after following the due process of advertisement. Roster system is strictly followed. Recruitment of both teaching and non-teaching (temporary) are done by the college administration as and when required after procuring required approval of the Governing Body.

#### 6.3.8 Industry Interaction / Collaboration:

Some students visit the neighbouring industries with teachers time to time.

#### 6.3.9 Admission of Students:

The institution takes steps for wide publicity for admission through notices, prospectus and website etc. admission procedures are followed during the academic session by the admission committee.

#### 6.4 Welfare schemes for

|              |     |
|--------------|-----|
| Teaching     | Nil |
| Non teaching | Nil |
| Students     | Nil |

#### 6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes ☒ No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type     | External |        | Internal |                |
|----------------|----------|--------|----------|----------------|
|                | Yes/No   | Agency | Yes/No   | Authority      |
| Academic       | Yes      | No     | Yes      | Principal IQAC |
| Administrative | Yes      | No     | Yes      | Governing Body |

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The curriculum/examination reforms were revised and update by the University time to time the college has been running with semester system as per university revised curriculum.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Dibrugarh University has only academic control over its affiliated colleges without financial control. So, it cannot promote autonomy to constituent colleges.

6.11 Activities and support from the Alumni Association

Many Alumni help in organizing different sports and cultural activities.  
Alumni also help the college by giving valuable suggestions as and when required.

#### 6.12 Activities and support from the Parent – Teacher Association

Three guardian members of the Governing Body always help in developmental works. Parents give their valuable suggestion time to time. They also participate in the programmes organized by the college authority.

#### 6.13 Development programmes for support staff

The college extends all possible support to teaching staff for their career enhancement. The non-teaching staff are also deputed to attend different training programmes.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

The campus development committee and medicinal plant committee undertake plantation drive programme in the college campus in order to make the college eco-friendly and green. The N.S.S. takes active participation in plantation drive programme. The college campus has been declared as “No plastic Zone” by the college authority.

### **Criterion – VII**

#### **7. Innovations and Best Practices**

##### 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- a. International Day of Yoga 2018 is observed on 21/06/2018.
- b. Swadesh Darshan course is introduced
- c. Academic and Administrative Audit is done.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Provide the action taken report (ATR) based on the plan of action decided upon at the beginning of the year. The college has achieved in materializing its plan of works which have been mentioned.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Introduction of Swadesh Darshan Course  
Opening of College Canteen for the students  
Academic and Administrative Audit is done.

7.4 Contribution to environmental awareness / protection

The world Environment Day was observed. The saplings have been collected from Forest Deptt. Govt. of Assam and planted in the college campus. Awareness camps are organized on their Environmental issues.  
The college gives importance on organic farming in the college campus.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The college has clear vision and mission. Learning atmosphere is conducive for creativity. The admission process is transparent. The N.S.S. Unit is very active. The drop-out rate is still high despite all efforts made. Sri K. C. Phukan retired principal, did not hand over important college documents at the time retirement. The college authority has taken several steps to collect the document but in vain. It entails a lot of problem. The college is situated in tribal belt which is also an insurgency prone area surrounded by Arunachal Pradesh. Hence, there is enough scope for opening some Diploma or certificate courses related these sectors. The college has also opportunities for interact, consultancy with the neighboring state.

The library should be properly digitalized. The college has to take urgent steps to check drop out students, to provide ICT enabled classroom, to organizing more remedial classes.

## **8. Plans of institution for next year**

- Opening of Science stream in the next Session.
- Installation of ATM Counter in the college campus.
- Organizing Seminar on Tourism agricultural, Sericulture and Horticulture.

Dr. Karunakar Panda



Signature of the Co-ordinator, IQAC  
Sadiya College  
Chapakhowa

Dr. Haragobinda Borkakoty



Signature of the Chairperson, IQAC  
Principal  
Sadiya College  
Chapakhowa

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