



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	SADIYA COLLEGE
Name of the head of the Institution	Dr. Bhupen Chutia
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	+917002353772
Mobile no.	9435189532
Registered Email	principalsadiyacollege@gmail.com
Alternate Email	iqacsadiyacollege@gmail.com
Address	Chapakhowa, Sadiya, Tinsukia
City/Town	Chapakhowa
State/UT	Assam
Pincode	786157

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Karunakar Panda
Phone no/Alternate Phone no.	+919864831211
Mobile no.	9706754176
Registered Email	drkarunakarpanda@gmail.com
Alternate Email	iqacsadiyacollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://sadiyacollege.org.in/article/MTAy/page_details/iqac.html
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://sadiyacollege.org.in/article/NTU/page_details/downloads.html

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C+	61.50	2006	02-Feb-2006	01-Feb-2011

6. Date of Establishment of IQAC	19-Mar-2007
---	--------------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Organizing awareness programme on Corona Virus	20-Mar-2020 1	50
To meet the Education	11-Mar-2020	7

minister of Assam for opening of science stream in our college	1	
To arrange interactive session with college students of Mangaldai College which will help to develop the personality of our students	07-Mar-2020 1	180
Organizing examination stress management programme cum Health screening and counseling session	06-Nov-2019 1	100
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NA	NIL	2020 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

i. Met education minister, Govt. of Assam for introduction of the science stream and is to be started from the academic session 2020. ii. Organizing a Talk on "Employment opportunity of the Rural people through MGNREGA" iii. Organizing awareness programme on Corona Virus.

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
To organize awareness programme /seminar/webinar/workshop/International Seminar/webinar on " use of online E-Resource"	Achieved
To organize awareness programme on Corona Virus.	Achieved
To meet the Hon'ble Education minister of Assam for opening of science stream in our college	Achieved
To organize International Women's day	Achieved
To arrange interactive session with other college students which will help to develop the personality of our students	Achieved
To organize Mental health awareness camp at Borjhia ,the adopted village along with other interactive programmes.	Achieved
To organize workshop on career counseling and placement.	Achieved
To organize examination stress management programme cum Health screening and counseling session	Achieved
To conduct a workshop on CBCS	Achieved
To organize a Talk on "Employment opportunity of the Rural people through MGNREGA"	Achieved
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body, Sadiya College	04-Dec-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2019
Date of Submission	30-Sep-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

At the onset of academic session, academic committee convenor of the college presides a general meeting and discusses about the academic plans. The daily class routine for B.A and B.Com programmes is being prepared and the distribution of the course syllabus among the faculty members of the respective departments is accomplished. Accordingly, the Teaching/Lesson Plan is prepared by all the faculties and maintains the Teacher's Class Diary. Group discussions, quiz and class tests are organized to assess the students understanding about the subject/topic taught. In addition, students are given home assignments. Students are encouraged for various field/excursion programmes. To make up the loss classes, faculties used to take extra classes. Students are encouraged to attain the various career orientation programmes/workshops/seminars, etc. organized by various institutions. The IQAC of the college collects feedback from the students at the year-end for the overall improvement of the academics and college campus. Moreover, IQAC conducts the academic audit and monitors the curriculum. For further monitoring the progress of the institution, IQAC conducts academic audit by constituting the external committee.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
00	00	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Chemistry, Maths, Botany, Zoology, Physics	03/08/2020
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Sociology, Political Science, Assamese, History, Economics	01/07/2019

BCom	Non-Honours	01/07/2019
-------------	--------------------	-------------------

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
00	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
The institution has a meticulously designed feedback mechanism. Feedbacks are received from students, teachers and parents on aspects such as curriculum of courses, effectiveness of the content delivery approaches, co-curricular activities, library, canteen, grievance redressal mechanism, drinking water and sanitary system, sports facilities etc. The responses received are then analysed and discussed in relevant committees and proposal/suggestions are forwarded to the Principal/Governing Body of the College for necessary action. The future academic plan is tuned based on these feedback mechanism system.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Assamese	120	150	102
BA	Economics	60	6	6
BA	History	100	80	72
BA	Political Science	120	110	110

BA	Sociology	120	108	108
BCom	General	60	50	50
BSc	Chemistry	20	2	2
BSc	Botany	20	3	3
BSc	Zoology	20	7	7
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	460	Nil	26	Nil	26

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
21	14	119	1	5	3
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

NIL		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
460	26	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	26	8	11	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NA
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	NA	6th Semester	20/10/2020	14/12/2020
BA	NA	6th Semester	20/10/2020	18/12/2020
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College is adhered to the University rules and regulations. Accordingly, continuous Internal Evaluation System is followed in the College. During a semester two sessional examinations are conducted. In addition students are given home assignment and project works.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college prepares its own academic calendar before the commencement of the academic session in accordance with the Dibrugarh University Academic Calendar. The calendar includes various activities assigned by the university. Apart from the important academic dates and activities, the college calendar also incorporates the various days to be celebrated and/or organized in the college premises for the complete academic year. The calendar is uploaded in the college website at the beginning of the each academic year.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://sadiyacollege.org.in/article/NTY/page_details/iqac.html

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BA	Assamese, Economics, History, Political Science, Sociology	230	132	57.39
NA	BCom	Non-Honours	21	18	85.71
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://sadiyacollege.org.in/article/NTc/page_details/iqac.html

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**3.1 – Resource Mobilization for Research**

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NA	Nil	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NA	Nil
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	24	6	Nil
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
One Day workshop on International Women's Day	ACTA, Tinsukia Zone in association with Teachers' Unit, Sadiya College.	1	100
Mental Health Awareness Camp at Adopted Borjia Village	Dept. of Mental Health, Tinsukia Civil Hospital in association with NSS Unit, Sadiya College.	1	120
Career Counselling Programme	Career Counselling Placement Cell, Sadiya College and Kaziranga University	1	53
Career Counselling Workshop	Career Counselling Placement Cell, Sadiya College	1	84
Exam Stress management Programme cum Mental	Dept. of Mental Health, Tinsukia Civil Hospital in association with	1	100

HealthScreening and Counselling	NSS Unit, Sadiya College.		
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Mental health and stress management	Dept. of Mental Health, Tinsukia Civil Hospital in association with NSS Unit, Sadiya College.	Exam Stress management Programme cum Mental HealthScreening and Counselling Session	1	100
Career Counselling	Career Counselling Placement Cell, Sadiya College	Career Counselling Workshop	1	84
Career Counselling	Career Counselling Placement Cell, Sadiya College and Kaziranga University	Career Counselling Programme	1	53
Health Camp	Dept. of Mental Health, Tinsukia Civil Hospital in association with NSS Unit, Sadiya College.	Mental Health Awareness Camp at Adopted BorjiaVillage	1	120
Observation of Womens Day	ACTA, Tinsukia Zone in association with Teachers' Unit, Sadiya College.	One Day workshop on International Women's Day 2020	1	100
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Student exchange programme	180	College fund	1

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
26	16

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Laboratories	Newly Added
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8469	1723985	275	103100	8744	1827085
Reference	3433	1289420	49	25191	3482	1314611

Books						
Journals	8	12250	Nil	Nil	8	12250
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Others(s pecify)	17	23304	Nil	Nil	17	23304
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidth (MBPS/ GBPS)	Others
Existin g	47	1	2	0	1	2	0	2	33
Added	0	0	2	0	0	0	7	2	22
Total	47	1	4	0	1	2	7	4	55

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

150 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilities
16	15	11	5

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has established a set of policies to fulfil and upgrade the infrastructural requirements as and when required. Various committees are constituted for the said purpose and to ensure the optimum utilization of the facilities provided. Each committee consists of a chairman, a convenor and other teaching as well as non-teaching staffs of the college. Meetings at

regular intervals are conducted by these committees to monitor the maintenance and utilization of physical, academic and support facilities. Classroom facilities:- All the classrooms are properly maintained by trained in-house experts. The classrooms are situated in plastic-free campus and are green classrooms. Most of the classrooms are smart classrooms. Adequate numbers of furniture and equipment are purchased from time to time as per requirement. The electrical appliances are provided and checked whenever required. Additionally, separate rooms are provided for computer laboratory, Principal room, staff room, office room, IQAC room, canteen and auditorium. Laboratory facilities:- A purchase committee is constituted to look after the maintenance and requirements of various laboratory facilities in the college. The students of Science Department are trained with safe laboratory practices. The construction of new laboratory rooms equipped with advanced instrumentation and facilities is underway. Library facilities:- A library committee is constituted for the maintenance of library infrastructure and facilities. Great emphasis has been laid on the purchase of books and journals, as recommended by the departments of the college. All the books are bar-coded and the digitalization of the library is underway. Separate registers are maintained for issuing books to faculties and students. In addition, other facilities such as Xerox and internet connections are available in the library. Newspapers in both Assamese and English languages are available to the readers. Old question papers are well maintained by qualified library staffs and are readily available to the students. Computer facilities:- There are nearly 30 computers in the computer laboratory for use by the students. There is an ICT cell in the college to look after the maintenance of the computers and providing computer facilities to the students. Sports facilities:- The college is well equipped with sports facilities. There is a separate gym in the Sports Department for the use by the faculties and students. Badminton and volleyball courts have been set up for the students and after class hours, the students are allowed to practice the sports in the college campus. Additionally, there is also a cricket pitch in the college campus. Consequently, the college has won medals in different meets.

https://sadiyacollege.org.in/article/NTg/page_details/iqac.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor Students Aid Fund	0	0
Financial Support from Other Sources			
a) National	ISHANUDAY	Nil	0
b) International	NA	Nil	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NA	Nil	Nil	00
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Career Counselling Workshop	80	80	Nil	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	NA	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	Nil	NA	NA	NA	NA
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
00	00	Nil
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	00	Nill	Nill	Nill	00	NA
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Union of the college works hand in hand with the college administration. The Union observes different occasions in the college such as Teachers' Day, Fresher's Social, Farewell Meeting and different occasions of national importance/social significance. It also organizes the Annual College festival where different competitions are held among students and ensures participation of the students in various university level/ state level /national level competitions. The Union also keeps strict vigil on matters related to students' welfare, safety, security, grievances etc. In Sadiya College, there is a scope for students' representatives to be included as members of bodies like Internal Complaint Committee, Sexual Harassment prevention Cell, Anti Ragging Cell etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

70

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. The college constitutes several committees consisting of teaching and nonteaching employees and accordingly distributes the work load for the overall development of the academic and physical activities. The teacher unit selects two teaching representatives to the College Governing Body per year. Faculty members were engaged in the Student Union Election and involved in the project monitoring committee of RUSA fundings. 2. Scrutiny of API of application form of teachers seeking promotion under CAS is done.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
---------------	---------

Industry Interaction / Collaboration	The institute has not signed any MoUs for the industry academia collaboration. However, department organizes seminars/workshops with resource person from industries.
Admission of Students	In each academic session, an admission committee is formed to carry out the admission process. A detailed prospectus is prepared where admission related information is given. The admission related information is notified in the College Website. Aspiring students submit their applications and after careful scrutiny by teachers a merit list is prepared based on which, the students are admitted. The admission is done following government norms and regulations.
Human Resource Management	Recruitment of teaching staff against the vacant posts will be attempted on getting necessary approval from the DHE, Govt. of Assam. The office of the College is running with inadequate staff. The proposal for recruitment of additional office staff will be made to the Govt. of Assam. Temporary Teaching Office Staff are recruited with approval of the Governing Body, Sadiya College.
Curriculum Development	As the college is affiliated to Dibrugarh University, college develops the curriculum development adhere to university guidelines. Accordingly, the course structure are divided among the faculty members and performs the academic activities as par. College encourages students as well as faculty members to participate and organize programmes relates to overall development of the curriculum.
Teaching and Learning	To improve the teacher-student engagement in the teaching-learning process continuous evaluation process has been implemented more effectively. To make the students verse with ICT based learning, regular computer classes were delivered through well-equipped computer facilities of the institution. Due to COVID-19 pandemic regular classes were disrupted from March onwards, though classes were tried to deliver through various digital platforms.
Examination and Evaluation	To assess the continuous progress of the students, examinations are

conducted both during and at the end of every semester. The end-semester examinations are conducted by the Dibrugarh University.

Sessional/Internal Assessments are conducted by the college as per the prescribed norms. All the teachers are involved in the process of conducting examinations and evaluation. Evaluation includes checking of semester end examination scripts, sessional/internal assessments, seminars, group discussions, assignments, practicals etc.

Research and Development

The institute has distinct board/committee to promote research in its respective area.

Library, ICT and Physical Infrastructure / Instrumentation

Sadiya College Library has 12226 books, 17 magazines, 4 journals and 5 newspapers for both teachers and students. Library is open access type and ILMS (SOUL 2.0) is used for the transaction and the upgradation of the SOUL to version 3.0 is under process. Library has two computers equipped with internet connection.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Nil	NA

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NA	NA	NA	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NA	Nil	Nil	Nil	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NA	NA	Poor Student Aid Fund

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college Governing appoints the CA/Govt. Auditor of Department of Accounts and Treasury, Govt. of Assam in order to verify and audit the income and expenditures of the college.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

300000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC
Administrative	No	NIL	No	NIL

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

i. Feedback received from the organized parent-teaching meeting. ii. Ensures to support the college authority to check the students attendance and discipline. iii. Ensures their full support to the college authority for NAAC re-accreditation.

6.5.3 – Development programmes for support staff (at least three)

i The temporary staff are allowed to do farming inside the campus in the specific land assigned by the college authority. ii. The permanent employee of the institution provides helping hand during the pandemic. iii. Organized lecture programme on proper handling of the chemicals and other laboratory

instruments.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Twenty one CCTV cameras have been installed in the college premises. 2. Science stream has been introduced in the college. 3. Four science laboratory rooms have been established. 4. To tackle disruption due to COVID-19 ,learning management system like Google Classroom has been adopted in the teaching learning process. 5. One badminton court has been constructed. 6. One multigym equipment has been installed in the gymnasium.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Organizing examination stress management programme cum Health screening and counseling session	09/09/2019	06/11/2019	06/11/2019	100
2020	To arrange interactive session with college students of Mangaldai College which will help to develop the personality of our students	05/03/2020	07/03/2020	07/03/2020	180
2020	To meet the Hon'ble Education minister of Assam for opening of science stream in our college	Nil	11/03/2020	11/03/2020	6
2020	Organizing awareness programme on	Nil	20/03/2020	20/03/2020	50

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on Women Health	08/03/2020	08/03/2020	86	30

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	29/02/2020	1	Mental Health Awareness camp at Borjia village	Good mental health is essential for a healthy and good life	120

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Online webinar on "Awareness Program on Use of Online E-resources"	20/06/2020	20/06/2020	120
International	20/08/2020	20/08/2020	135

webinar on "The Books that Changed the World"			
Workshop on mental health and drug abuse	06/11/2019	06/11/2019	250
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

i. Minimizing the use of plastics in the campus ii. Initiatives taken for plantation of tree in the campus surrounding iii. Safe disposal of laboratory wastes iv. Initiatives taken to form Eco-club v. Minimizing the entry of automobiles inside the campus and encouraging the use of bicycles.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Awareness programme on Corona Virus

a) Objective: To aware the village people about the effect of Corona Virus and about the precaution to be taken. b) Context addressed: The institute introduced the effect of Corona (Covid19) Virus to the village people. The importance of the use of mask and sanitizer was an important context of the programme. The importance of healthy food habit to keep their immunity strong and the institution also addressed on how to keep them mentally strong to fight against the virus. c) About the practice: The College organized the awareness programme on Corona Virus to motivate the village people scientifically to face the global pandemic. Through the programme the village people were motivated to the scientific precaution that had to taken by them. Also about importance of strong immunity, strong mentality and a healthy food habit were discussed in the programme. The college fraternity distributes food grains and other edibles to the needy villagers as a helping hand. d) Resources: The Sadiya College fraternity coordinates with head/elderly person of the village. Targeted programme were completed with the support of all teaching and non-teaching staff of the college and the voluntary service offered by the village people maintaining the covid protocols.

Best Practice 2: Stress management cum health screening and counseling.

a) Objective: To make the mentality of the students strong to face their examinations and to offer them the facility of health screening. b) Context addressed: The institute addressed how to come over from the examination stress to perform well in the examination. The institute provided the facility of health screening and the counseling session to the students. c) About the practice: The stress during the examination period of the students is a big issue for many of the students. About the management of examination stress was introduced to the students in detail in the programme. Many students not able to screening of their health for many reasons. The programme became very helpful for those students. Also the counseling session addressed many areas to motivate the students for the education and to live a better life. d) Resources: Department of Mental Health, Tinsukia civil Hospital in association with NSS unit, Sadiya College. Targeted programme were completed with the support of all teaching and non-teaching staff and the voluntary service offered by some students of the college. e) About the institution: Name: Sadiya College Address: Chapakhowa-786157, Tinsukia, Assam, India Website: <https://www.sadiyacollege.org.in> Contact person: Dr. Bhupen Chutia, The Principal E-mail: principalsadiyacollege@gmail.com

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://sadiyacollege.org.in/uploads/AQAR/Best Practices AQAR 2019 20.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Sadiya is a historic place located in the north east boarder of Assam and is a land of different tribes and communities such as Ahom, Nepali, Deori, Missing, Kochari, Boro, Tea Tribe etc.. The various departments of the college introduce the history and cultural heritage to the students through various co-curricular activities. Sadiya College is working constantly on the development of educational environment of the college and in the nearby areas to achieve its mission and vision. Since Arunachal Pradesh is located near Sadiya, College is also providing its services to the students coming from the state. To extend the educational awareness, college is doing various extension programs to nearby villages and in nearby schools. In addition, the institution motivates students to make them culturally rich via their active participation in various cultural and co-curricular activities organized by different tribes and communities to show cause the cultural heritage of Sadiya. Also, the Assamese department actively involves exchanging our rich culture with the tribal culture of adjacent state (Arunachal Pradesh) through organizing a cultural programme entitled 'Anajori'. Apart from that, the college occasionally conducts cleanliness drive, health awareness and career concerned programmes to make the students aware of it. Moreover, the institution is regularly submitting memorandum to the government for the introduction of science stream in the college to empower the locality with science education. Being the only institute of higher education in sub-division, Sadiya College is determined to impart the education in all the three streams (Art, Science and Commerce). Accordingly, the institute is able to introduce science stream from 2019-20 session. Further the college is planning to introduce new academic departments and the process is underway.

Provide the weblink of the institution

https://sadiyacollege.org.in/uploads/AQAR/Institutional_Distinctiveness_I.pdf

8.Future Plans of Actions for Next Academic Year

i. Construction of science building ii. Construction of toilet in the library
iii. Construction of approaching road iv. Construction of garden v. Repairing of college main gate vi. Procurement of more books and laboratory chemicals. vii. Installation of ATM in college campus viii. Renovation of library
ix. Upgradation of automation in library ix. Promoting vaccination drive in college campus