

SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SARUPATHAR COLLEGE

VILLAGE- NAHARANI, PO- SARUPATHAR, PS- SARUPATHAR, DISTRICT-
GOLAGHAT (ASSAM)

785601

www.sarupatharcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sarupathar College,affiliated to Dibrugarh University, Assam,is the premire higher educational institution located at Naharani Village in Dhansiri Sub Division In Golaghat District of Assam.It is a co-educational institutional imparting higher secondary and higher education in both arts and commerce stream in the regular shift.The college was recognized by the UGC under its 2 (f) section on 10/6/1993 and under 12 (b) section on 10/6/1997. It has a campus of 14.881 acre.At present the college has 11 programmes and a total of 48 faculty members including part time teachers.

Establish in the year in 1970,the college may now rightly claim to have fulfilled the aspirations of the people belonging to SC,ST,OBC,Minorities and Ex-TGL communities leaving along the Assam Nagaland Boarder areas.

Vision

The Vision of the college can be stated as follow:

- To impart quality education to the poor and down-trodden students belonging to ST,SC,OBC,MOBC,Ex-TGL and Minorities.
- To make the college a rural centre of excellence for learning and dissemination of knowledge.
- To make college a centre for community development.
- To constantly achieve and maintain excellence in student performance.
- To promote national unity and integrity.
- To constantly strive towards modernization and excellence in infrastructure and facilities. (The vision of the college is displayed on the two walls of the main administrative building .Students and faculty members are given an orientation on the vision ,mission and outlook of the institution when they join.The vision and mission of the college are also communicated to well-wishers ,guardians,teachers, students and other stakeholders by putting them on the college web-site;through publications (academic calender,prospectus,departmental magazines) and also by counselling with the stakeholders.)

Mission

The College has a clear-cut mission as underlined below:

- i) To provide value based education.
- ii) To develop competitive environment among the students with good value system to face the contemporary challenging world.
- iii) To provide facilities for knowledge application regarding expansion of all round development.
- iv) To widen the intellectual horizon of the students and to make them globally competent so as to avail jobs

and other opportunities opened by Liberalization,Privatisation and Globalisation.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Students come from diverse caste and ethnic background and it has provided tremendous opportunity to get diversified knowledge.
- Majority of the classrooms are ICT enabled equipped with smart boards,projectors,spectrum etc.Digitalisation of classrooms would make teaching learning process more attractive.
- The library is equipped with good number of books and journals.
- The enrolment of students is satisfactory.The examination result of students is also satisfactory.
- All the department have libraries with adequate books.
- The college has improved a lot infrastructurally as well as with good regard to teaching and learning devices.The faculty members intensively use the newly introduced devices such as smart boards,laptops,powerpoint presentation etc.

Institutional Weakness

- The student-teacher ratio of the college is not balanced.Due to over enrolment in the college the faculty members face tremendous problems in teaching,evaluating and counselling to the students.
- In terms of academic improvement the institution is lagging behind as compared to other colleges of the district and the state.
- No National and International Seminars,Conferences etc could be organised in 2011-2012.
- Most of the students belong to poor economic background.
- Educational background of students is very poor.
- Percentage of irregular students is high.
- The departments of the college are unable to subscribe to different journals of national and international standards.

Institutional Opportunity

- There is a scope for extending infrastructure in the college in order to introduce new courses like BBA,MBA,MCA,and other Self financing courses.
- There is a scope to initiate collaborative programmes in the college in collaboration with other colleges or universities in the field of teaching learning.
- To conduct Major and Minor Research Project with the help of financial assistance from UGC.
- Opportunities of self employment are available through the small scale industries on the basis of local production like-rice,battle-nut,ethnic costumes,livestock of preparing the students for global level competition.
- There is a scope for extending sports infrastructure in the college.

Institutional Challenge

- In absence of sufficient teachers and infrastructure facilities some students move to other institutions.
- The enrolment of students in the departments of Economics and History is declining.
- It is a matter of great concern for the college fraternity that the drop out members of students is increasing in an alarming rate.
- The imbalance in teachers-student ratio creates problems both for the teachers as well as the learners as the classrooms remain over-crowded.
- The institution has been facing tough challenges in improving the quality of education and results as a large number of meritorious students in the locality go to the colleges at district headquarters for pursuing degree courses.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution ensures effective curriculum delivery through a well planned and documented process. Response: The Principal in consultation with the Vice-Principal, head of the departments prepares a daily class routine and same is distributed to the faculty members as well as the students. Moreover, in conformity with the general class routine each department prepares separate class routine. Each department notifies the dates and time for departmental tests, seminars, group discussion etc. The evaluated scripts are returned to the students with remedial suggestions. The college introduced 2 certificate/diploma programmes during the last five years. 4.82% of full time teachers of the college are associated with various bodies of the Universities/Autonomous Colleges/Other Colleges, such as BoS and Academic Council during the last five years. The college introduced 9 new courses within the last five years. The institution integrates cross-cutting issues relevant

to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum. The Moral value education cell of the college organizes classes from time to time on the importance of value education in leading a happy and peaceful life. Issues relevant to gender, environment and sustainability, human values and professional ethics are also brought within its parameter. The needs for morality in establishing social harmony and national integration are emphasized and students are given instructions on how to build character during classroom teaching. The college authority has hung in different places several boards containing inspiring quotes and thoughts of renowned persons.

Teaching-learning and Evaluation

The institution assesses the learning levels of the students, after admission and organises special programs for advance learners and slow learners. The teaching staff holds internal tests such as unit tests, sessional tests, group discussion, seminars and class tests etc. that reflects the progress of the students. Most of the teachers of various departments in the college use latest ICT devices such as Smartboards and Powerpoint presentation for enhancing learning experiences. The college encourages the students to pursue field works, project works where the faculties encourage them by associating as guides or supervisors. Involvement of the students in such activities help students to have analytical, creative thoughts. The teachers have adopted new teaching approaches in the classroom by using the devices introduced in the institutions. The new teaching methods have benefitted the students of the college to a significant extent. At the institutional level various internal assessment tools like seminar presentation, group discussion, and sessional tests and so on are conducted. At the time of assessing students from the internal assessment performance in academic programmes such as internal tests, group discussion, seminars, home assignments, project works etc. are taken into account. The college faculties consider

the assessment or evaluation as indicators for adjudging student' performances. The college holds the internal examinations (First and Second Sessional examination) on the stipulated dates and as per the academic calendar. The college general notice board and departmental notice boards display the time and day for various internal and external examinations.

Research, Innovations and Extension

The college always hopes that the students after obtaining degrees would contribute a lot towards the all around development of the nation. The institution promotes institution-neighbourhood-community network and student engagement contributing to good citizenship, service orientation and holistic development of students. In addition to the class-room teaching the college encourages its faculty members and students to get involved in social, cultural, economic and environmental development activities. Through these the college has been trying to uplift the society. The college is trying to provide adequate modern infrastructure to meet the ever increasing demand of education. The college has developed good infrastructure facilities over the last 4 years. Additional classrooms are constructed keeping in view the growing needs of the students. There is a well-maintained stadium attached to the college containing football playground, cricket pitch, volleyball court, basketball court. Although the college does not have indoor stadium, initiatives have been taken in this regard. The library is partially computerised and automated using Integrated Library Management System (ILMS). Data entry as well as upgradation is going on and it is expected to be completed within a short period of time. The Online Public Access Catalog (OPAC) will be available in the SOUL 0.2 version being installed. This apart, the students and teachers of the college can check the availability of books journal at nlist.inflibnet.ac.in.

Infrastructure and Learning Resources

The college holds meetings with its various committees and indulges in the discussions regarding the functioning and performance of IT facilities in the college from time to time and frequently updates and upgrades IT facilities including Wi-Fi. There are established system and procedures for maintaining and utilizing physical, academic and support facilities-laboratory, library, sports complex, computers, classrooms etc. The college authority often indulges in conversation with its stakeholders regarding the functioning of the college. The various bodies and committees of the college such as Governing Body, Planning and Development, Student Union Body, Teachers ' Unit, Library Advisory Committee look after the maintenance and utilization of the physical, academic and support facilities-laboratory, library, sports complex, computers, classroom etc.

Student Support and Progression

The institution has an active student council, namely Sarupathar College Students' Union. The student council of the college is actively involved in various academic and co-curricular activities of the college. The various sections of the council organize competitions among students and programmes like Saraswati Puja, Sankar Dev Tithi, College week, Prize distribution day and so on. There are representatives of student council in Admission Committee, Anti-ragging committee, Grievance Redressal Cell and others academic and administrative bodies/committees of the institutions. They also actively participate in Republic day celebrations, Foundation day of the college, Freshment social, Independence day celebrations in the college and extend their full support and co-operation to the college authority in the execution of various plans and programmes of the college. Although the institution doesn't have any formal Alumni association yet the college

organizes programmes and meetings to sustain the involvement of the old students in the functioning of the college. Many of the former students of the college hold prominent positions in the society. They are academicians, administrators, teachers, politicians, performing artists, journalists etc. All departments in the college have separate Alumni Associations. Some of the departments have their own Alumni Associations. The Department of Assamese (MIL) has recently organized a departmental Alumni meet on August 2016 and appealed them to cooperate in overall development of the institution. On the other hand, the college invites prominent ex-students of the college in various programmes and functions like Freshment Social, Sankar Dev Tithi, Saraswati Puja, Prize Distribution day, Foundation day etc and they actively participate in such programmes.

Governance, Leadership and Management

The Governing Body, the Principal, head of the departments and faculty members work in a coordinated manner for all round development of the College. The Principal always maintains cordial relationship with all stakeholders i.e. various committees, students, ex-students, gurdains, general public etc. Departmental suggestion, students feedback, gurdains' opinions are discussed in the college meetings. The solutions to the problems and implementation of the suggested programmes are initiated after due approval of the College Governing Body. The institutions delegates authority and provide operational autonomy to the various bodies/cells/committees of the institutions and work towards decentralised governance system. There is no specific welfare schemes available for teaching and non-teaching staff of the college. However, the teachers' unit of the college takes certain measure for welfare of the teaching and non-teaching staff of the college whenever necessary. The college has mechanism of annual performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal. The Governing Body of the college monitors effective and efficient use of available financial resources by the Principal. The IQAC encouraged the faculty members for developing a research environment in the institution. As a part of it, IQAC undertook initiatives to encourage the teachers to pursue research programmes that include Ph.D., M.Phil, MRP, publication of research papers etc. The IQAC initiates, plans and supervises various activities that are necessary to increase the quality of education imparted in the college.

Institutional Values and Best Practices

The college always shows gender sensitivity in providing such facilities as safety and security of the girls apart from providing for separate toilets, separate common rooms for girls. The college is aware of preserving healthy environment inside the college campus and try to make the college campus clean and free from environmental pollution. Cleanliness drive is carried out from time to time in the college campus. The college authority has directed its endeavours to keep the college premises clean, green and pollution free. It tries to create a healthy, hygienic and safe learning environment. The college has safe drinking water, neat and clean classrooms and playground. The institutions organizes various national festivals and births as well as death anniversaries of great Indian personalities. The national festivals observed in the college include Republic day celebration on 26th January every year and Independence day celebration on 15th August every year. The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions. The college has been quite successful in implementing the one of its best practices, namely Orchids and Medicinal Plant. On the other hand, the Women Cell of the college and the faculty members of the Department of Sociology engaged themselves in arranging awareness programmes on health and hygiene of women, rights of women apart from helping them to develop entrepreneurial skills. The college has performed exceptionally well in the field of Extension and Institutional Social Responsibility in Last year.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SARUPATHAR COLLEGE
Address	Village- Naharani, PO- Sarupathar, PS- Sarupathar, District- Golaghat (Assam)
City	Sarupathar
State	Assam
Pin	785601
Website	www.sarupatharcollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Siddheswar Bora	03774-277103	7399059209	-	sprcollege@yahoo.co.in
IQAC Coordinator	Pranjal Dutta	03774-277103	7896446525	-	pranjaldutta.spr.2011@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	14-11-1970

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	10-06-1993	View Document
12B of UGC	10-06-1997	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Village- Naharani, PO- Sarupathar, PS- Sarupathar, District- Golaghat (Assam)	Rural	14.88144	6.613968

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HS	English	90	45
UG	BA,Assamese	36	HS	Assamese	150	100
UG	BA,Political Science	36	HS	English,Assamese	90	44
UG	BA,Economics	36	HS	English,Assamese	90	48
UG	BA,Sociology	36	HS	English,Assamese	90	65
UG	BA,History	36	HS	English,Assamese	90	49
UG	BA,Education	36	HS	English,Assamese	90	9
UG	BCom,Accountancy	36	HS	English,Assamese	90	82
UG	BCom,Human Resource Management	36	HS	English,Assamese	90	7
UG	BA,Arts General	36	HS	English,Assamese	1300	895
UG	BCom,Commerce General	36	HS	English,Assamese	300	220

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				27			
Recruited	0	0	0	0	2	3	0	5	18	4	0	22
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				2			
Recruited	0	0	0	0	0	0	0	0	0	2	0	2
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				13
Recruited	9	2	0	11
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				14
Recruited	10	4	0	14
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	1	0	2	3	0	7
M.Phil.	0	0	0	0	0	0	5	0	0	5
PG	0	0	0	1	2	0	12	2	0	17

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	1	12	0	13

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	754	0	0
	Female	810	0	0	0	810
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	63	37	32	22
	Female	50	34	32	26
	Others	0	0	0	0
ST	Male	134	113	63	58
	Female	177	142	112	78
	Others	0	0	0	0
OBC	Male	503	381	306	255
	Female	516	504	414	285
	Others	0	0	0	0
General	Male	138	117	97	92
	Female	136	116	96	98
	Others	0	0	0	0
Others	Male	76	22	11	14
	Female	93	13	20	20
	Others	0	0	0	0
Total		1886	1479	1183	948

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response : 09	File Description	Document
	Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	10	10	10	10

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1564	1886	1479	1183	948

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1126	1439	1208	953	722

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
358	419	260	230	192

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
29	44	37	39	37

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
32	32	32	32	32

3.4 Institution

Total number of classrooms and seminar halls

Response : 28

Number of computers

Response : 76

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
46.47	01	56.04	33.65	103.62

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Principal in consultation with the Vice-Principal, heads of the departments prepares a daily class routine and same is distributed to the faculty members as well as the students. Moreover, in conformity with the general class routine each department prepares separate class routine. The classes both in general and major subjects are carried out according to the routine. Each department notifies the dates and time for departmental tests, seminars, group discussion etc. The evaluated scripts are return to the students with remedial suggestions.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 2

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	01

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 29.57

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	03	02	02

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years	
Response: 100	
1.2.1.1 How many new courses are introduced within the last five years	
Response: 09	
File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented	
Response: 0	
1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.	
File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years				
Response: 0				
1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0
File Description	Document			
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document			

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The Moral value education cell of the college organize classes from time to time on the importance of value education in leading a happy and peaceful life. Issues relevant to gender, environment and sustainability, human values and professional ethics are also brought within its parameter. The needs for morality in establishing social harmony and national integration are emphasized and students are given instruction on how to build character during classroom teaching. The college authority has hung in different places several boards containing inspiring quotes and great thoughts of renowned persons. Similarly, the Dept. of Assamese regularly displays inspiring quotes, thoughts, excerpts from poems on board placed inside the campus.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 4.8

1.3.3.1 Number of students undertaking field projects or internships

Response: 75

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 90.24

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1564	1886	1479	1183	948

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1900	1900	1600	1300	1100

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1126	1439	1208	953	722

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The teaching staff holds internal tests such as unit tests, sessional tests, group discussion, seminars and class tests etc. that reflect the progress of the students. For weaker students, individual attention is given and tutorials and remedial classes are held. They are also monitored regularly after the class hours. The department of English also organises from time to time free coaching in English and free of costs in the summer vacation keeping in view the fact that most of the students in the college are weak in the subject.

2.2.2 Student - Full time teacher ratio

Response: 53.93

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Most of the teachers of various departments in the college use latest ICT devices such as Smartboards and Powerpoint presentations for enhancing learning experiences. Every department of the college has the provisions for Tutorial Classes apart from organising seminars and group discussions among students for participative learning. The faculty members of each department have their own lesson plans for timely completion of the course components allotted to them. Study tours and Field work are organised from time to time by every department. Such study tours are an opportunity for the students to have experiential learning. The Remedial Coaching Cell of the college organises special classes for students belonging to ST, SC, OBC and Minorities. The Department of English organised Special Classes during Summer Vacation keeping in view that most of the students are very weak in English. On the other hand, all the teachers are student-friendly and are ever ready to solve the problems encountered by students.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 29

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 173.78

2.3.3.1 Number of mentors

Response: 09

2.3.4 Innovation and creativity in teaching-learning

Response:

The college encourages the students to pursue field works, projects works where the faculties encourage them by associating as guide or supervisors. Involvement of the student in such activities help students to have analytical, creative thoughts. The logical thinking and literary talent of the students get an exposure in the debating and various literary competitions organised by the college. The creative talent of the students, knowledge in various fields such as current affairs, economical and political developments and their outlook towards life etc. are reflected on the poems, articles, published on the departmental wall magazines, college magazine etc.

The teacher have adopted new teaching approaches in the class rooms by using devices introduced in the

institutions. The new teaching methods have benefitted the students of the college to a significant extent. Apart from the regular lecture based teachings, the teacher organises open discussion on the everyday teaching plan with the students. Class tests, group discussion, inter class seminars, oral advices on several aspects of personality development, inter disciplinary talks, debating, recitation, book review, tutorials and remedial classes, class notes, home assignments etc. are some of the new teaching approaches adopted by the college faculties. The college also instructs the faculties to prepare up-to-date class notes and take resort to the ICT devices so that students' attraction to the institutional learning can be increased.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 116.25

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 23.44

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	10	08	07	05

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 21.31

2.4.3.1 Total experience of full-time teachers

Response: 618

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The institutions has adopted the major evaluation reforms of Dibrugarh University and accordingly the annual system was replaced by semester system from the academic session 2011-2012. The affiliating university is planning to introduce CBCS very shortly and the college is ready to adopt the same when required.

At present 20% of the total marks of the papers of various subjects are to be awarded by the college. At the institutional level various internal assessment tools like seminar presentation, group discussion, and sessional tests and so on are conducted.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

At the time of assessing students from the internal assessment performance in academic programmes such as internal tests, group discussion, seminars, home assignments, project works etc. are taken into account. In addition to that regularity in the class recorded in departmental attendance registered is another criterion for assigning the internal assessment marks. Whenever grievances are noticed or pointed out the department makes all necessary arrangements to the extent of a satisfactory level of both students and teachers. The grievance noticed by the college is treated as serious so that corrective and preventive measures follow in the future course of actions.

The affiliating university takes necessary measures to redress the grievances relating to the evaluation works. The candidates are allowed to apply for re-evaluation in the prescribed forms with a forwarding note of the Principal. As per the rules for re-evaluation of Dibrugarh University one month time period is fixed for re-evaluation. Thus students apply for the same within one month from the date of declaration of result and to deposit the prescribed fee either in cash or bank draft.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**Response:**

The college faculties consider the assessment or evaluation as indicators for adjudging students' performances. Performances in internal tests, students' attendance, standard of assignments, participation rate and presentation of papers in seminars, group discussion etc. criteria are taken into account at the time of evaluation or assessment. Better Scoring in the internal test reflects talents and understanding of the students.

The college has observed some positive co-relation between the students' performance in the internal examinations, competitions, programmes and their performance in the external or university level examination or other programmes. Many passed out students of the college with higher percentage of marks maintain their calibre beyond the college examinations. This perhaps attests to the fact that there has been a consistency between the academic performance during the college life and other achievements outside college. In this way objectivity of evaluation gets fulfilled.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE**Response:**

The College holds the internal examinations (First and Second examination) on the stipulated dates and as per the academic calendar. The dates for the examinations are notified in advance and the teachers of each subject inform the students regarding the type of questions to be asked as well as the portion of curriculum to be covered in the examinations.

The emphasis is laid on testing of expected levels of achievement of a variety of learning objectives in order to ensure due importance to higher abilities of understanding, application, analysis, synthesis, judgement and parallel parameters and not only to memory.

The principal of the college constitutes an Examination Committee for smooth conduct of the examination. The question paper setting and moderation are done departmentally. During examination time the behaviour of the examinees are strictly observed so that they cannot adopt unfair means. The marks secured by the students are displayed in the noticeboard for their perusal.

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 on website and communicated to teachers and students

Response:

The college general notice board and department notice boards displays the time and day for various internal as well as external examinations. Besides the marks obtained by students in internal examinations, result of university examinations, notifications, any other relevant informations etc. are served to the students through notice boards. Even sometimes notices, circulars or other urgent information both of the college, university or government etc. are circulated in the class-room. By doing so, the students and teachers are made aware of their programmes, performances and the effort to be undertaken for improvement.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The college and faculties consider the assessment or evaluation as indicators for adjudging students' performances. Performances in internal tests, student attendance, standard of assignments, participation rate and presenting of papers in seminars, group discussion etc. criteria are taken into account at the time of evaluation or assessment. Better scoring in the internal tests reflects talent and understanding of the students.

The college has observed some positive co-relation between the students' performance in the internal examinations, competitions, programmes and their performance in the external or university level examination or other programmes. Many passed out students of the college with higher percentage of marks maintain the calibre beyond the college examinations. This perhaps attests to the fact that there has been consistency between the academic performance during the college life and other achievement outside college. In this way objectivity of evaluation gets fulfilled.

2.6.3 Average pass percentage of Students

Response: 39.94

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 143

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 358

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 60580

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	60580	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 34

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The college always hopes tha the students after obtaining degrees would contribute a lot towards the all round development of the nation.The college also firmly believes that acquired academic excellence,self-reliability,admirable and acceptable behavioural would enhance the skill in diversified fields.Thus,employability ,social harmony,economic and cultural development etc.would be the clear outcome of the learning objectivity.Personality development.contribution to national enrichment through knowledge transformation from one generation to another ,competitiveness in employment sectors desired

behavioural goals etc. are some of the learning outcomes of the college. The college organises open sessions to make the students aware of the learning outcomes and the teachers are also instructed to convey the message in the class-room teaching.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.01

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	1	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 2.69

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	8	15	36	34

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The institution promotes institution-neighbourhood-community network and student engagement contributing to good citizenship, service orientation and holistic development of students.

In addition to the class-room teaching the college encourages its faculty members and students to get involved in social, cultural, economic and environmental development activities. Through these the college has been trying uplift the society.

The National Social Service Unit of the college conducts various camps through which services to the community are rendered. Such services include cleanliness drive, construction of rural roads, fencing of campuses, plantation of sapling etc.

The college authority, faculty members as well as the students extended the helping hands to the people affected by ethnic clash at Uriamghat area along Assam Nagaland area a few years back. Several Teams from the college paid a visit to the trouble-tron villages and provided them with food, clothing and shelter.

The college teachers unit in the association with the Lion Club of India organises blood donation camps which is a life-saving endeavour of the faculty and students.

A group of college students under the guidance of the teachers paid visit to Kaziranga National Park took out procession displaying playcards in order to create awareness for preservation of bio-diversity and against the killing of rihno by poachers.

The department of Sociology organises programmes at remote villages to educate the inhabitants in many aspects of life.

A legal awareness camp was organised by the women's cell for the women's of remote and rural areas of Assam-Nagaland boarder in February 2017.

Food supply and house repairing service provided to the natural disaster affected people of sewaguri area of Dhansiri sub-division on 10th May,13th May and 26th May 2017 by the department of Sociology in collaboration with ACTA Sarupathar College unit,Alumni's of the institution and local people of the surroundings area of the institutions.

A counselling programme of HSSLC and HSLC examination appearing candidates programme was conducted by Department of Sociology at Pacchghoria village of Dhansiri Sub-division.

One health Chek-up and awareness programme was conducted by the Extension Education Cell in Dayanand Vidya Niketan School of Dhansiri Sub-division.In this programme health chrk-up of all the students of the school were done by the officials and medicals practitioners of Sarupathar Community Health Centre.

The institution ensured the involvement of the community in its outreach activities and contributed to the community development.The college organised departmental survey,educational tour,field study in backward areas along the Assam Nagaland border in Dhansiri Sub-division.The women cell of college organised awareness programmes and workshops among the rural women on health and sanitation and there had been a large involvement of the community.Such programmes primarily aimed at working for the community.

The institution had executed awareness programmes on protection and preservation of environment.In this regard,numbers of tree plantation programmes were executed inside as well as outside the premises.Such programmes have contributed immensely in sensitising students to social issues and holistic development of the students.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 10

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	10	0	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 4.18

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	394	0	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college is trying to provide adequate modern infrastructure to meet the ever increasing domain of education. The college has developed good infrastructure facilities over the last 4 years. Additional classrooms are constructed keeping in view the growing needs of the students. The college has already completed construction of academic buildings. The college authority is working relentlessly and has been successful in getting grants in various fields from the UGC, Govt. of Assam, and Industries, people's representatives such as MLA and MP and local organizations.

At present, the institution has a total of 28 classrooms which is adequate for teaching-learning. Out of 28 classrooms, 20 nos of classroom are smart classroom equipped with whitboard, Smartboard, LCD Projector, Scanner, Laptop and podium lecturns. The college authority, keeping in view the increasing number of students enrolled every year, goes on extending the number of classroom to cater to the needs of the students. There are 12 numbers of computers in browsing centre, 10 computers in Computer centre and 7 computers in college library and the students are allowed and encouraged to use these computers whenever required. Since, the college has not Science stream yet, hence there has not been laboratory in the college. The college authority has installed CCTV in almost every classrooms for monitoring their behaviour.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

Response:

There is a well-maintained stadium attached to the college containing football playground, cricket pitch, volleyball court, basketball court. Although the college does not have indoor stadium, initiatives have been taken in this regard. On the other hand, there is a well-maintained gymnasium and a pavillion apart from having a yoga centre. Moreover, the college has all the major musical instruments including Tabla, Harmonium, Dholki, Guitar, Dhol, Taal and Khol. The college has an auditorium with all facilities and it has already completed construction of an open stage where students can exhibit their cultural activities.

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 71.43

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 20	
File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 74.04

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
21.84	1	50.19	12.65	99.50

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The library is partially computerised and automated using Integrated Library Management System (ILMS). Data entry as well as upgradation is going on and it is expected to be completed within a short period of time. The Online Public Access Catalog (OPAC) will be available in the SOUL 0.2 version being installed. This apart, the students and teachers of the college can check the availability of books and journals at nlist.inflibnet.ac.in.

The college has a Library Advisory Committee for monitoring the performance and functioning of the library. The committee puts forward recommendations and suggestions for the upgradation of the library. The college authority is planning to make the library a fully computerised one having modern equipments and IT facilities.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

There are no rare books, manuscripts, special reports or any other knowledge resources for library enrichment. However, the college authority as well as the library steering committee has decided to subscribe to special reports or other knowledge resources for library enrichment.

The college has a Library Advisory Committee for monitoring the performance and functioning of the library. The committee puts forward recommendations and suggestions for the upgradation of the library. The college authority is planning to make the library a fully computerised one having modern equipments and IT facilities.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 2.51

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.98	4.55	1.42	2.10	1.52

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 12.12

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 193

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College holds the meetings with the departmental heads and others teachers to know various problems and issues relating to infrastructure development including IT facilities and Wi-Fi so that teaching and learning facilities may be augmented. The teachers also holds staff meetings and record various needs of the representatives to the Governing Body and place the issues and problems passed in the unit meeting. The Governing Body of the college give due request to the teachers unit's resolutions relating to the development of the college. The college holds meetings with the various committees and indulges in discussions regarding the functioning and performance of IT facilities in the college from time to time and frequently updates and upgrades tke IT facilities including Wi-Fi.

4.3.2 Student - Computer ratio

Response: 20.58

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 100

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
46.47	1	56.04	33.65	103.62

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

There are established systems and procedures for maintaining and utilizing physical,academic and support facilities-laboratory,library,sports complex,computers,classrooms etc.The college authority often indulges in conversation with its stakeholders regarding the functioning of the college.The various bodies and committees of the college such as Governing Body,Planning and Development,Students ' Union Body,Teachers' Unit ,library Advisory Committee look after the maintainance and utilization of the physical,academic and support facilities-laboratory,library,sports complex,computers,classrooms etc.

For creation and enhancement of infrastructure that facilitate effective teaching and learning, the institution takes up the policy of maximum and proper utilization of the grants recieved and takes keen surveillance so

that the allotted fund is implemented properly and in time. Moreover, the institution approaches various industries such as Oil and Natural Gas commission (ONGC) and Numaligarh Refinery Limited (NRL) seeking financial assistance and as well as the local representatives of Legislative Assembly and Parliament apart from the UGC.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 2.06

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	28	46	66	01

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.06

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	28	46	66	01

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 2.77

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
150	80	00	00	00

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 10.55

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	17	8	35	53

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 32.12

5.2.2.1 Number of outgoing students progressing to higher education

Response: 115

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 60

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	01	00	00	02

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	01	00	00	02

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 1

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The institution has an active student council, namely Sarupathar college Students' Union. The student council of the college is actively involved in various academic and co-curricular activities of the college. The various sections of the council organize competitions among students and programmes like Saraswati Puja, Sankar Dev *Tithi*, College Week, Prize distribution day and so on. There are representatives of student council in Admission Committee, Anti ragging committee, grievance Redressal Cell and others academic and administrative bodies/committees of the institutions. They also actively participate in Republic day celebrations, Foundation day of the college, Freshment social, Independence day celebration in the college and extend their full support and co-operation to the college authority in the implementation and execution of various plans and programmes of the college.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 3.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	07	04	02	03

File Description

Number of sports and cultural activities / competitions organised per year

Document

[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Although the institution doesn't have any formal Alumni association till now the college organizes programmes and meetings to sustain the involvement of the old students in the functioning of the college. Many of the former students of the college hold prominent positions in the society. They are academicians, administrators, teachers, politicians, performing artists, journalists etc. All departments in the

college have separate Alumni Association. Some of the departments have their own Alumni associations. The Department of Assamese (MIL) has recently organized a departmental alumni meet on August 2016 and appealed them to cooperate in overall development of the institution. On the other hand, the college invites prominent ex-students of the college in various programmes and functions like Freshment Social, Sankar Dev *Tithi*, Saraswati Puja, Prize distribution day, Foundation day etc and they actively participate in such programmes.

5.4.2 Alumni contribution during the last five years (INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: ? 5 Lakhs

File Description

Document

Alumni association audited statements

[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 7

5.4.3.1 Number of Alumni Association / Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	02	01	01	02

File Description

Document

Number of Alumni Association / Chapters meetings conducted during the last five years.

[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Governing Body, the principal, heads of the departments and the faculty members work in a coordinated manner for all round development of the College. Various issues relating to infrastructure, academic, co-curricular, extra-curricular, management etc. are discussed at departmental levels and at meetings of various committees. The Governing Body, the immediate apex authority of the college holds discussion on the issues and takes final steps to implement the programme depending on the financial ability of the College fund. The college Governing Body is represented by persons from various fields such as academician, teachers, gurdains etc. In order to fulfill the stated mission the college authorities, the faculty members, the library and other staff of the college work in harmony and with sincerity. In formulating actions plans and incorporating them into the institutional strategy the departments, committees of the College play a pivotal role. For carrying out ongoing action plans and incorporating new plans and programmes, the departments hold discussion at departmental levels and the resolutions taken are placed before the principal for implementation. The Principal works as leader of all developmental activities of the College. The College is also guided by the principles of social responsibility, communal harmony and academic Excellency. Positive and constructive decisions of all the stake holders are incorporated in the policy-making of the college.

6.1.2 The institution practices decentralization and participative management

Response:

The Principal always maintain cordinal relationship with all stakeholders i.e. various committees, students, ex-students, gurdains, general public etc. All the new plans and programmes framed by the affiliating University, Government or UGC are informed through College notifications and other type of communication whenever need arises. Thus, proper functioning of the College is assisted by all faculty members, committees, cell formed in the College and other stakeholders. The College is committed to impart quality education to all the students irrespective of caste, creed and community. The College is also guided by the principles of social responsibility, communal harmony and acedemic Excellency. Positive and constructive decisions of all the stakeholders are incorporated in the policy-making of the college.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college endeavours to maintain quality in teaching and thereby to contribute towards the development

of the society. Regularity, punctuality, discipline, accountability etc. are integrated with the teaching-learning process of the college. Various suggestions offered to the college authority or the IQAC are given due importance in proper platforms. Departmental suggestions, students feedback, gurdains' opinions are discussed in the college meetings. The solutions to the problems and implementation of the suggested programmes are initiated after due approval of the College Governing Body.

The college prepares perspective plans for development of physical infrastructure in imparting quality education and improvement of teachers and students capacity building through appropriate measures.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The College is a provincialised one and it ruled by the Assam College Provincialisation of Services Act, 2010. In addition to this the college has a Governing Body constituted as per rules of the State Government's aforesaid rule. The Governing Body functions through a President, Secretary (the College principal), two teacher's representatives, one representative from non-teaching staff, two gurdain members, two academician members. The college has difficult Cells, Committees, Vice-Principal, and Head of Departments which supervise allotted activities of the institute. Various issues and developmental programmes are discussed at concerned levels and corrective measures are forwarded to the Governing Body for ultimate decision.

The college has an active Grievance Redressal Cell to attend and arrange for resolving grievances and complaints. The Grievance Redressal Cell comprising the teachers and students representative collect complaints and grievances of students regarding different matters of the institute and immediate steps are taken to redress the grievances. The Cell also collects the grievances posted in the complaint box installed in front of the College Administrative Office and such matters are discussed with the Principal for prompt necessary action.

6.2.3 Implementation of e-governance in areas of operation

- 1. Planning and Development**
- 2. Administration**
- 3. Finance and Accounts**
- 4. Student Admission and Support**
- 5. Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: E. Any 1 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The institutions delegates authority and provide operational autonomy to the various bodies/cells/committees of the institutions and works towards decentralised governance system. The college holds Governing Bodies meetings to adopt new policies and evaluate the same from time to time. The Principal arranges special meetings of various committee where progress of the policies and programmes are reviewed and measured are taken accordingly.

The Governing Body of the college is the immediate empowered authority which takes ultimate decisions forwarding to the Higher Authority. The Principal being Secretary of the Governing Body receives information through students, parents, alumni and places these at various levels such as departmental meetings, Cells meeting, IQAC meeting and at the Governing Body's meeting for required measures.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

There is no specific welfare schemes available for teaching and non-teaching staff of the college. However, the teachers' unit of the college takes certain measures for welfare of the teaching and non-teaching staff of the college whenever necessary. The Teachers' Unit of the college takes care of financial needs of the teachers in times of emergency. The faculty members working in the permanent posts enjoys all the benefits of UGC and State Government's facilities designed and revised from time to time. They also avail the benefits of the Assam State Government employees' facilities. At the time of urgency the college authority helps the needy to overcome their problems.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	02	00	03	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 10.04

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	01	11	02	01

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college has a mechanism of annual performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal. A proforma for self-appraisal of the teachers is distributed to the faculty members so as to collect information on multiple activities. Besides that, IQAC provides a specific form that incorporates self-appraisal of the teachers in various performances.

The information on performances of the teachers and non-teaching staff is thoroughly discussed in the concerned departments. Appraisal for the activities carried out is extended to the person concerned. The respective departmental teachers or the college management suggests measure for future improvement.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Governing Body of the college monitors effective and efficient use of available financial resources by the principal.

The Principal also acts as Secretary of the college and is responsible for financial management. The College receives Financial aids from the state government, UGC for the employees and other development activities. Besides this, the college also collects funds from the students at the time of beginning of every academic session. All matters relating to the financial sanctions, grants, utilisation etc. are conducted through plan and estimates prepared by concerned engineer followed by approval of the college governing body and countersigned by the higher authority whenever or wherever necessity arises.

There are institutional mechanism for internal and external audit. All financial grants of the college are audited by the govt. auditors as per the existing rule of the state and the central govt.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)**6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources****Response:**

The College receives its fund from the Government of Assam and also from UGC for meeting the employee's salary and other development expenditure. Further, the college collects fees from the students at the time of admission. A part of the tuition fees and other fees is returned to the state government and to the affiliating university annually and the remaining portion is retained by the college and spent for the college development.

The College has been applying and receiving funds from UGC and the State Government from time to time. The College has admitted new proposals to UGC for granting additional funds and to the State Governments and other funding agencies like ONGC, NRL, MLA and MP(Under Local Development Fund) etc.

6.5 Internal Quality Assurance System**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes****Response:**

i) The IQAC encouraged the faculty members for developing a research environment in the institution. As a part of it, IQAC undertook initiatives to encourage the teachers to pursue research programmes that include Ph.D., M.Phil., MRP, publication of research papers etc. Besides, a few departments conducted project works at their own initiatives.

ii) The IQAC played a pivotal role in improving the academic performance of the institution. It contributed to improve the teaching-learning process by advising the departments to organise workshops, seminars, group discussions among the teachers, students, well wishers, alumni etc. to uplift the teaching ability and students' understanding in particular and the public in general.

iii) Coordination and integration among the various cells were important task of the IQAC so that the cells could work in an effective manner. Integration amongst the cells was considered essential to reach the common goal of the institution. Among others, the main goal of the cells was to engage in the overall quality enhancement process of the college.

iv) The IQAC emphasised on involvement of the institution in various social development programmes oriented towards the development of the locality. This was a part of its Institutional Social Responsibility Programme .

v) The institution inducted the Student Feedback System to evaluate the teachers by the students which had gained worldwide applause now-a-days. The Student Feedback Cell collected feedback questionnaires from student about teachers and the IQAC took measures to analyse these.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC of the college holds staff meetings to review the various affairs and activities related to academic and administrative matters of the college. The college has an integrated framework for academic and administrative quality enhancement. The IQAC reviews various aspects of the committees and cells in their meetings held from time to time. The IQAC creates a healthy environment for a healthy academic atmosphere within the campus. To boost the spirit of the students for healthy academic mindset the IQAC conducts various competitive programmes among the students.

- The IQAC initiates, plans and supervises various activities that are necessary to increase the quality of education imparted in the college.
- It facilitates the creation of learner-centric environment and encourages the teachers to adopt latest technological devices.
- It ensures the documentation of various programmes/activities of the college.
- It ensures the arrangement of feedback from students on quality related issues.
- It takes HoDs of all departments to conduct SWOT analysis apart from creating formats to source and compile information as per the new online format of the AQAR provided by NAAC.
- The IQAC played a vital role in inspiring the teachers as well as students to do meaningful work in the realm of knowledge.
- It ensured the completion of syllabus of all courses.
- Feedback questionnaires were filled up by the students and analysed.
- IQAC Conducts meetings with the teaching staff.
- Collects feedback from parents and students through meetings and questionnaires.
- Oversees Internal assessment conducted by each department.

- Encourages and help faculty to use modern technologies using ICT.
- Prepares and circulates Academic Calender to convey examination schedule,teaching days,celebration,results,holidays etc.to students as well as teachers.
- Each department of the college are asked to maintain teaching plans and progress register for effective implementation of the courses.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
- 2.Academic Administrative Audit (AAA) and initiation of follow up action
- 3.Participation in NIRF
- 4.ISO Certification
- 5.NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

Following the recommendations of the NAAC Peer Team the college has already sent proposals to the Govt. of Assam to start Diploma in Pisciculture and Diploma in Computer Application. The College prepares an annual academic plan and circulates the same among the students as well as teachers at the beginning of the new academic sessions every year. The College has introduced the system of Home Assignment and the answer scripts of the unit tests, home assignments etc. are shown to the students. As per suggestions of the NAAC Peer Team, the college has introduced an academic calendar w.e.f. the academic session 2005-2006.

Several teachers of various departments of the college have got registered for Ph.D. research and some of them have been awarded the degree of Ph.D. The college regularly communicates with the Director, College Development Council of Dibrugarh University. Various organisations are in close contact with the college and several programmes have been organized in collaboration with them.

Number of Library Books has been increased and the Reprographic facility has been introduced.. With the financial grants received from UGC, a pavillion and outdoor stadium including a basketball ground, volleyball court and football ground are developed to a remarkable extent. The college has introduced a Women Cell which has been very active in providing services to the students especially girl students relating to academic and other aspects. The college has introduced an Internal Quality Assurance Cell in 2005 and it has been actively engaged in the enhancement of quality education in the college. The College has also introduced a Fund with the primary objective of assisting poor students. The College NSS unit has been activated and initiatives are made to introduce an NCC unit. Interdisciplinary approach in teaching has been strengthened. Feedback from students regarding teaching aptitudes of teachers library facility in particular and college in general are practiced for which printed forms are distributed and collected their after. In order to assess and evaluate the teaching learning process and outcome, an internal audit cell has been constituted. The college has introduced Book Bank. The college has taken up major quality enhancing measures which result in significant improvements in the field of infrastructure. The college has been providing undergraduate and post graduate courses at Krishna Kanta Handique State Open University, Sarupathar College study center. Sports complex and playground have been upgraded. Running water facilities in the college have been installed. Power generator sets have been installed. Separate departmental rooms for the teachers with computer and internet connectivity have been constructed. Library facilities have been improved by purchasing more books, journals, news papers. Internet facilities have been provided with the installation of more computers. A new road connecting the main campus and the two hostels of the college has been constructed. Separate toilet facility for girl students has been provided. Class-rooms have been modernized with smartboards, spectrum, projectors, visualisers etc. by replacing the blackboards and whiteboards.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 6

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	02	01	01	01

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

The college provides equal opportunities to all students, teaching and non-teaching staff irrespective of gender. The college takes special note to ensure that the Students' Union, representatives to the ACTA, different Cells, and programmes be represented by women or girl members too. The College ensures that all the students, whether boys or girls, do not experience discrimination in using the college reading room, library, classroom, common-room, and auditorium or any other occasions/ functions that the institution arranges. The Moral Value Education Cell and Women Cell of the College offer counselling to girls and initiate some programmes on the issues such as gender equity, female health and hygiene, women education and empowerment, preservation of environment through sustainable development for future generations. The College takes special care to sensitize its staff and students on issues of gender and conclusion. The college always shows gender sensitivity in providing such facilities as safety and security of the girls apart from providing for separate toilets, separate common rooms for girls.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy

sources**Response:** 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 00

7.1.3.2 Total annual power requirement (in KWH)

Response: 53

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 100

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 438.14

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 438.14

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The college is aware of preserving healthy environment inside the college campus and try to make the college campus clean and free from the environmental pollution. Cleanliness drive is carried out from time to time in the college campus. The college takes necessary steps to preserve the green campus and healthy environment. There are adequate facilities for waste disposal both solid and liquid inside the college campus. The college places waste bins in and around the campus for the wastes produced in the campus. Everyday morning the waste products are disposed off. Litters, rubbies, trash, scraps are effectively disposed off. Dustbin are placed in various places for disposing rubbish.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Since the automated system for rain water harvesting require advance setup and installation the college has not installed any harvesting system so far. However, the college perceives that accumulation and storage of rainwater is necessary for reuse on-site, rather than allowing it to run off. Although there is no provision for rain water harvesting in the college campus, the college is planning to install rain water harvesting structure in the near future. The college has a big pond where fish and other creature are available. At present the college takes necessary steps to preserve water resources through appropriate measure such as use of surface water (pond) for rearing fish and ground water for building construction purposes more efficiently.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The college authority has directed its indeavours to keep the college premises clean, green and pollution free. It tries to create a healty, hygenic and safe learning environment. The college has safe drinking water, neat and clean class rooms and playground. The authority tries to bring students closer to nature as far as possible and involves them in taking care of it. Moreover, in order to keep the clean, healthy, protective and green surroundings of the college, it has prohibited the riding/driving of motors vehicles inside the college campus. The authority has declared the college campus plastic and ploythene free. Proper drainage system has been installed inside the college and the inrenal roads connecting boys hostel, girls hostel and pavilion are pedsterian friendly. There is sufficient number of tress and plants inside the college campus so as to keep the premises evergreen.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 1

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	00	00

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	00	00

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: No

7.1.13 Display of core values in the institution and on its website

Response: Yes

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**Response:** Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**Response:** 3

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	03	00	00	00

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**Response:**

The institutions organizes various national festivals and births as well as death anniversaries of great indian personalities. The national festivals observed in the college include Republic Day celebration on 26th January every year and Independence Day celebration on 15th August every year. Moreover, Saraswati puja, *Tithi* of Mahapurush Srimanta Sankar Deva, the great Vaishnavite saint, Rabha Divas, Teachers' Day and Voters' Day are organized in the college. The college also organises the birth anniversary of Dr. Bhupen Hazarika, the musical maestro and the doyen of Assamese culture. On the occasion of the birth anniversary of Dr. Bhupen Hazarika, *Bhupendra Sangeet* Competition is organised among the students of various educational institutions of the Dhansiri Sub-division in Golaghat district. This apart, the college celebrates the death anniversary of noted film-maker Late Dr. Bhabendra Nath Saikia.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institutions maintains complete transparency in its financial,academic ,administrative and auxiliary functions.All matters relating to the financial sanctions,grants,utilisation etc .are conducted through plan and estimates prepared by concerned engineer followed by approval of the college governing body and countersigned by the higher authority whenever or wherever necessity arises.

The Governing Body functions through a President,Secretary (the college Principal),two teacher's representatives,one representatives from non-teaching staff,two gurdain members,two academician members.The college has different Cells,Committees,Vice-Principal, and Head of Departments which supervise allotted activities of the institute.Various issues and developmental programmes are discussed at concerned levels and corrective measures are forwarded to the Governing Body for ultimate decision.

The College promotes a culture of participative management by involving teaching and non-teaching staff in the policy making and executing process ,Developmental programmes taken in the college at departmental levels always recieve priority in the management.Besides representatives from the teachers and office staff outline various proposals and these are taken into consideratin by the college authority.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice I, Title of the practice:**Orchids and Medical Plants Conservation**

Objective of the Practice: To conserve orchids along with the medical plants which have become either rare or endangered and to create awareness among the students regarding the necessity of preserving such plants.

The context: Orchids and Medical plants are on demand in the global market in terms of floriculture and herbal drugs.the rare orchids with etho-medicinal properties need attention for their scientific exploration for use of human welfare.It is anticipated that the college's initiatives will definitely create awareness and the message will be transmitted to the denizens of the society.However,the loss of bio-diversity is a major threat for carrying out the conservation of these species in the natural habitats.

The Practice: As the college is adjacent to Nambor Reserved Forest,Rengma Reserved Forest and Garampani Reserved Forest apart from the Kaziranga Wildlife Sanctuary,it is in an advantageous position to collect and conserve orchids and herbal plants in comparision with other higher educational institutions.

Evidence of Success: The college has been quite successful in implementing the said practice .The number of orchids planted in the campus has increased from the initial 50 species to 80 species.

Problems Encountered: The one and only problem faced by the college authority is the paucity of fund for implementing the practice.

Best Practice II: Title of the practice: **Socio-economic Empowerment of Women**

Objective of the Practice:

- 1.To ensure that all men and women workers are provided with equal facilities in terms of their overall welfare and safety at workplaces,
- 2.To educate women according to the professional requirement and encourage them to grow further in life,
- 3.To encourage women to develop entrepreneurial skills,which in turn,would make them self-dependent and to advocate the promotion of gender equality within a community.

The Context:The College is located in the Assam Nagaland border area and people,Particularly majority of the women filk living in this area are illiterate and they do not have access to the changes brought about by ICT revolution in the country.

The Practice:The Women Cell of the college and the faculty members of the Department of Sociology engaged rhemselves in arranging awareness programmes on health and hygeine of women,rights of women apart from helping them to develop entrepreneurial skill.

Evidence of Success:The College has been quite successful in implementing the said practice and the response found from the beneficiaries is very good.

Problems Encountered:The one and only problem faced by the college authority is the paucity of fund implementing the practice.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The college has performed exceptionally well in the feild of Extention and Institutional Social Responsibility in last year.Three major plantation programmes were conducted in the surrounding area of the institutions .The programme was taken with the help of NSS Unit Sarupathar College in the Month of May 2017.about 1000 trees were planted in various areas of the sub-division.

A legal awareness camp was organised by the women's cell for the women's of remote and rural areas of Assam-Nagaland boarder in February 16th 2017.Six members of women cell,three members of Sarupathar College Teachers Unit along with two senior advocates Mr.Kajal Das and Mrs Tribeni Chetia of Dhansiri Sub-division Judicial Magistrate Court had conducted the programme in Umeshchandra Dutta M.E School.The lectures of the advocates were specially based on Women Rights so that they can aware about those.

Food supply and house repairing service was provided to the natural disaster affected people of Sewaguri area of Dhansiri sub-division on 10th May, 13th May and 26th May 2017 by the department of Sociology in collaboration with ACTA Sarupathar College Unit, Alumni's of the institution and local people of the surrounding area of the institution. Sociology department. The faculty members of the department Mrs Moniprova Bora, Munmee Gogoi and Nita Patir arranged the programme with the help of two local guides. The programme benefitted 29 students of the area.

A sum of Rs. 5000/- as financial assistance was provided by Sarupathar College Teachers' Unit to the family of a student of the institution who had a tragic death on September 2016.

One specially-abled athlete of the dhansiri subdivision Mr. Ajay Chetia was felicitated by the institution for his special achievements in National and state level Power-lifting Competitions.

One health check-up and awareness programme was conducted by the Extension Education cell in Dayanand Vidya Niketan School of Dhansiri Sub-division. In this programme health check-up of all the students of the school were done by the officials and medical practitioner of Sarupathar Community Health Centre. 36 students of the school were examined by the S.D.M.O. Dr.P.K. Ganju, Senior Medical Officer Dr.Kamal Gandhia, Community Health Officer Mr.Pranjit Gogoi. They also aware the students about different health practices and diseases.

Some faculties of the institution had taken classes in different schools in August 2016. Miss Himadri Gogoi of Department of English, Dr.Premkanta Bora Department of Sociology, Dr.Pranab Dhekial Phukan of Department of Assamese (MIL) had taken 10 classes in Higher Secondary Schools of Dhansiri Sub-Division.

5. CONCLUSION

Additional Information :

Sarupathar College was accredited with grade B by NAAC on 16-09-2004. The IQAC was established in year 2005 as per instruction from NAAC to carry forward the post accreditation duties and responsibility of the college. The IQAC has been institutionalized as a major part of the institutional decision making mechanism. Efforts have been made to improve, among other things, infrastructure facilities by tapping all available sources of funding. The college authority has left no stone unturned to carry out the recommendations of the NAAC Peer Team who visited the College on 24th & 25th August, 2004.

Concluding Remarks :

Sarupathar College is always committed to the all-round elevation of the students community by making them globally competent so as to be responsible citizen of the country. The college has a master plan of which will provide a framework for sustainable development and preservation within the main campus including buildings, landscape, open spaces, infrastructure etc. This will be a physical master plan and its purpose will be to create the physical and functional setting for systematic growth, infrastructure and overall improvements of the college. The master plan will provide a vision and clear action plan for physical development of the campus over the next 10 years. The master plan study will include an analysis of the existing campus, and will establish the nature and degree of development required to support the goals and the mission for its future course of action. It will aim to provide a guiding vision for campus growth, enhance and preserve the campus' existing position and to structure the plan in such a way that the space limitations may not stand as an obstacle in the future development of the college.