



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SRIKISHAN SARDA COLLEGE

COLLEGE ROAD, WARD NO 13

788151

www.sscollegehkd.ac.in

SSR SUBMITTED DATE: 27-07-2024

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Srikishan Sarada College is an affiliated college under Assam University, Silchar. It is a Grant-in-aid, coeducation college established on 18th September 1950 by Late Sisir Kar Sastri, a prominent educationist of the valley with a clear motto of “dissemination” of education for knowledge, science & culture.

The land of the college was donated by Late Pratap Chandra Nath in the prime area of the district. Since inception, the college has been imparting quality education to generation of students. The college is quite proud of its contribution to society’s growths and consciousness through its own sets of students who are etched as the makers of the knowledge society in the blinks of history.

The college was reaccredited by NAAC in 2011 with “A” Grade and 3.12 CGPA. The College got the prestigious ‘Star College & Biotech Hub from the DBT, Govt of India. After the last reaccreditation in 2011 the college introduced Commerce as a new stream under the pressure of the locality and it has been running successfully under self-finance mode. The college has several ‘Distance Learning Programs’ (UG & PG) under the Krishna Kanta Handique State Open University.

The college installed Solar Panels to meet proportionate electricity requirements within the campus along with newly added 50kw. Generator. *(Presently not working due to some technical issues)*

Vision

Our vision is to provide quality education, equipping students with Knowledge & Skills in their chosen streams, and to unearth the hidden talents of the students providing opportunities to shape them into future leaders, educationist, scholars entrepreneurs and above all good human beings.

Mission

To impart quality education to meet national and global challenges.

To encourage faculties to pursue academic excellence through research & publication.

To promote the use of new technologies in teaching, learning and research.

To blend theoretical knowledge with practical skills.

To provide access to all sections of society to pursue higher education.

To prepare young minds for imbibing knowledge, skills and good sensitivities.

To inculcate right values among students.

To contribute towards nation building.

To provide the highest quality liberal arts and basic science education through distinctive academic programs.

To pursue extra-curricular activities for providing holistic education.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Scope for institutional expansion.
2. Team spirit among the stakeholders.
3. Large number of U.G Programme Options.
4. Well-equipped Digital Library.
5. The college has a functional IQAC.
6. The infrastructure of the College.
7. ICT enabled Classrooms, well equipped Libraries.
8. Staff academy cum Conference Hall, Auditorium.
9. Qualified and dedicated faculty members.

Institutional Weakness

1. Higher proportion of students with poor economic background.
2. Temporary faculty due to government limitations on recruitment.
3. Limited academic flexibility as the institution has to follow the curriculum of the affiliated university.
4. Less number of publications in the peer reviewed, CARE listed and other indexed journals.
5. Less award-winning performance of the students in sports.
6. Lack of local industry support, resource mobilization & scope of employment.

Institutional Opportunity

1. Vertical Growth of the institution.
2. Resource generation through different projects of the Government.
3. Scope for enhancing Networking with Alumni.
4. Scope for starting number of skill development courses.
5. The college has its opportunity to fulfil its commitment to the society by extending the activities of NSS.

6. The college is committed to develop its “Adopted Village” under the assistance of the administration for implementing different Govt. projects.

Institutional Challenge

1. Autonomy of the college.
2. Increasing academic flexibility.
3. Regional and Geographical constraints.
4. Strengthening of the Research Centre.
5. Pursuing government to sanction teaching & non-teaching posts.
6. The potential of the Alumni Association to be utilized for the benefit of the institution.
7. To generate Revenue.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Srikishan Sarada College, Hailakandi is affiliated to Assam University, Silchar and follows the curriculum as specified by the University. The College introduced CBCS programme for BA, BSc & B. Com as per notification of 05-05-2018 of the University Academic Council. The faculty members take part in the curriculum development through the members of the Board of Under Graduate Studies, Assam University. The teachers of the college also participate in the paper setting, moderation & evaluation process of the University. The college follows the academic calendar of the affiliated University. However, as and when University notifies about examination schedule etc., the same is communicated to the students through bulk SMS, general notification and website notifications.

The college signed MOU with other college and Industries for the benefit of the college to expand the opportunity and exposure of students. The conventional method of teaching is always supported with ICT for better teaching-learning process. Since 2011, the Bio-teach Hub of the college has been catering laboratory-based Hands-on Training Programme for the better understanding of the students. The Hub is also used by the research scholars of the affiliated University.

Teaching-learning and Evaluation

In the vision of the institution, it is expressed categorically that our main Vision is to shape the nation in our classroom. The institute, therefore, endeavor to identify slow and advance learners by mapping their knowledge & skills through classroom interaction, previous records, socio-economic condition and aptitude. After acquiring information, the faculty members from the very beginning of the session play the role of guardian teacher & effort to bridge the gap between the students through remedial approaches.

The entire admission process of the institution is done through online mode for minimizing paper works and maintaining transparency following Govt rules and regulations including reservations

Besides conventional method of teaching, the faculty members utilized ICT tools, e-resources, seminar, workshop, experimental method (Hands on training), field-based project works for enhancing the learning experience of the students. Almost half of the full-time faculty members have completed Ph.D.

The grievance of the students related to examination is specially dealt with by the examination committee formed with Principal, Coordinator IQAC & the faculty members along with office assistants, and if necessary, referred to Controller of Examination, affiliated University for redressal.

The internal assessment of the students is carried out on the basis of students' attendance, performance in class tests, working skills & knowledge levels.

Results have been analyzed by the Departments & Departments always take positive steps for better future.

Research, Innovations and Extension

The college has its Research Development & Publication Cell under IQAC and it constantly encourages teachers to publish their research papers in UGC listed journals and other national international journals. Number of teachers have already published their research papers in highly acclaimed journals with impact factors.

A synopsis of the research activities done during the span of the evaluation (2018-23):

Research paper published = 23

Numbers of Book Chapter published = 38

Number of faculty awarded with PhD = 27

Research grant received = 1,69,000/=

As per suggestion of the last NAAC peer team, the college for the first time set up a 'Staff Academy' in 2017 with clear motto of developing inter disciplinary academic activities, which is a unique innovation for the institution.

The NSS unit and the Women Cell of the college, in regular basis, involve the students in different extension works in and around the neighborhood. The women cell and NSS unit of the college provided extension service for the development of women and the downtrodden in the adopted village in particular and the society in general. The departments of the institute also extend the service to the community by sensitizing students to the gender issues, observing Language Day, Women's Day, Environmental Day, Biodiversity Day etc.

Infrastructure and Learning Resources

Just after three years of independence, i.e., on 18th September, 1950, the college started its journey with a single Assam type building having 3 (three) classrooms and 1 (one) small office room. But with the passage of

time the college developed on the basis of public donation, UGC infrastructural grants, help from local MLA funds & particularly by RUSA infrastructural fund. Presently it is one of the most beautiful colleges of this valley. It is well equipped with serial building connected with the internet connectivity in classrooms, laboratories (Physics, Chemistry, Botany, Zoology, Mathematics, Statistics), sophisticated instrumentation centre like Biotech Hub, Language Laboratory, Tissue-culture Laboratory, Computer Laboratory and the Internal Quality Assurance Cell (IQAC). Apart from these, the college has ICT class rooms, Staff Academy cum Conference Hall, which are very crucial elements in learning.

The college has an excellent central library having more than 24000 books and journals.

All the classrooms, Labs, Administrative Building, the IQAC, the Staff Academy of the college is well connected with a static network from BSNL leased line with 8Mbps download and 2Mbps upload speed. The institution spent almost 65 thousand half yearly to the BSNL for the same.

Student Support and Progression

The Most valuable asset of an academic institution is its students and because of this the primary duty of an academic institute is to provide the students productive environment aimed at nurturing the academic as well as extra-curricular talents of the students and therefore:

- The college provides help to the students to avail Govt Scholarship.
- The college provides accidental insurance of the students through LIC.
- The college extends counselling and guidance to the students of the final semester (6th semester) for competitive examinations, getting jobs in different private institutions, firms, industry and pursuing Higher education.
- The college has an active Discipline and Grievance Redressal Cell to ensure timely redressal of students' grievances including sexual harassment and ragging. No cases of severe ragging and sexual harassment reported for the session 2018 - 23.
- The last student council election took place during the session 2018-19, However, thereafter no election took place in the institution due to Covid - 19 pandemic and other problems but class representatives were nominated time to time for students' related function, meeting, Milad, Saraswati Puja, observance National/International days etc. in the institution.
- The college has its Alumni Association which has taken final decisions for the Registration of the Association.
- The college has its own Yoga Centre which is very popular among the students for its holistic approach towards health-related issues.
- The college has its own GYM Centre with upgraded GYM equipment.

Governance, Leadership and Management

The intent of the college is to impart liberal education with a view to produce intellectually sound, morally strong, socially concerned, spiritually oriented students to be in service of the nation. The institution has its own perspective plans for the academic enrichment and skill development of the teachers as well as of the students as per vision of the institution. For that the college has:

1. A well-defined decentralized and participatory organizational structure.

2. The Governing Body, Teachers' Council, different cells of the IQAC are regularly reconstituted as per Government & UGC rules.
3. The cells of the IQAC are very much instrumental behind the implementation of the vision & Mission of the institution.
4. The institution looks deeply into the wellbeing of its stakeholders and the students through statutory welfare schemes like S.S. College Thrift & Credit Society, Financial Assistance, Physical & Health Assistance, Awards and Acknowledgements, Career Enhancement Measures etc.
5. The college has implemented e-governance system in areas of administration, admission, finance, examination & maintaining transparency.
6. Financial accounts of the college are subjected to Government and Internal Audit under C.A.
7. During post Accreditation period, the following are the notable achievements of the IQAC, S.S. College:

- ISO Certificate
- DBT Star College
- DBT Bio-tech Hub
- DBT Bio-resource Complex
- Green Audit
- Environment Audit
- Gender Audit
- Staff Academy
- Go Clean: Save Environment
- Development of Institution – Community Network
- Comprehensive implementation of plastic free zone
- Adoption of a village in Sirispore Tea Estate,

Institutional Values and Best Practices

The college maintains an inclusive environment for all its stakeholders coming from diverse socio-economic and cultural strata. The college also celebrates several national and international commemorative days, events and festivals throughout the year with an aim to inculcate human values among everyone. The college has its own waste management system. All harmful chemical wastes are drained out from its source to the waste chalk pit situated in the backside of the Chemistry Department. However, different facilities like emergency medical unit with a doctor at call facility and pedestrian friendly pathways are provided for the differently abled students.

The National Service Scheme, S.S. College Unit is also very conscious about its duty and organizing years long programmes for the promotion of institutional values, social service and best practices.

But one of the most remarkable best practices of the college is its service to the Adopted village. The institution takes all possible efforts to reach the community members of the village to address their problems. The NSS unit and the Women cell of the college used to provide Medical and Legal help to the community members of the village. It is also to be noted that the college observed Women's Day on 8th March 2022 in the adopted village to increase awareness amongst the village people about their legal rights.

The stakeholders of the institution are actively involved in getting the students motivated to work for the community for resolving different socio-environmental issues. From this sense of responsibility, the college has

adopted Sirispore Village and has been taking the responsibility of its community and its infrastructural development through different Government schemes. With the initiative of the college and helping hands of the Government of Assam, a High School of the adopted village was upgraded to a Higher Secondary school in 2022-23 for extending the benefit of education to the rural students of Sirispore. Even the faculty members, during pandemic situation, generously donated to support the pandemic victims and the victims of Flood in 2021-22.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SRIKISHAN SARDA COLLEGE
Address	College Road, Ward No 13
City	Hailakandi
State	Assam
Pin	788151
Website	www.sscollegehkd.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Hilal Uddin Laskar	03844-222409	9435379574	03844-222409	ssclege@sscleg ehkd.ac.in
IQAC / CIQA coordinator	Debadutta Chakravarty	0091-3844222409	9435078558	03844-222409	iqac@ssclegehkd. ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Assam University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	30-06-1996	View Document
12B of UGC	30-06-1996	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				

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	College Road, Ward No 13	Urban	50	6170.768

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,	48	Class XII in Arts	English	60	60
UG	BA,Bengali,	48	Class XII in Arts	English	100	92
UG	BA,Persian,	48	Class XII in Arts	English	70	69
UG	BA,Sanskrit,	48	Class XII in Arts	English	35	5
UG	BA,Manipuri ,	48	Class XII in Arts	English	30	1
UG	BA,Economics,	48	Class XII in Arts	English	60	41
UG	BA,Philosophy,	48	Class XII in Arts	English	60	54
UG	BA,Political Science,	48	Class XII in Arts	English	100	81
UG	BA,History,	48	Class XII in Arts	English	75	71
UG	BSc,Physics,	48	Class XII in Science	English	45	43
UG	BSc,Chemistry,	48	Class XII in Science	English	45	35
UG	BSc,Mathematics,	48	Class XII in Science	English	45	18
UG	BSc,Statistics,	48	Class XII in Science	English	45	7
UG	BSc,Botany,	48	Class XII in Science	English	60	55
UG	BSc,Zoology ,	48	Class XII in Science	English	60	48
UG	BCom,Commerce,	48	Class XII in Commerce	English	200	73
UG	BSc,Industrial Fish And Fisheries,	48	Class XII in Science	English	50	0

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				19				25			
Recruited	0	0	0	0	15	4	0	19	16	9	0	25
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				8			
Recruited	0	0	0	0	0	0	0	0	4	4	0	8
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						16
Recruited	15		1		0	16
Yet to Recruit						0
Sanctioned by the Management/Society or Other Authorized Bodies						16
Recruited	14		2		0	16
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/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	7	2	0	12	6	0	27
M.Phil.	0	0	0	2	1	0	1	0	0	4
PG	0	0	0	6	1	0	3	3	0	13
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	3	0	6
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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	0	0	0
PG	0	0	0	0	0	0	4	3	0	7
UG	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	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Category		Year 1	Year 2	Year 3	Year 4	
SC	Male	34	36	77	40	
	Female	37	33	53	33	
	Others	0	0	0	0	
ST	Male	6	4	14	10	
	Female	10	4	11	8	
	Others	0	0	0	0	
OBC	Male	69	57	86	66	
	Female	40	68	87	48	
	Others	0	0	0	0	
General	Male	241	234	265	184	
	Female	224	204	278	232	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		661	640	871	621	

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>In fact, there is limitless scope of learning through multidisciplinary & interdisciplinary approach as mentioned in Nep 2020 and the institution has also the scope of promoting the same. These approaches are definitely the pivot upon which the present system of education rest. By incorporating multidisciplinary & interdisciplinary approach, students inculcate the understanding how each discipline contributes to the 'whole'. Through these approaches students will learn not only the capabilities & characteristics but also understand how individual disciplines would contribute a lot in their newly learned knowledge of the subject. It will also enable them to understand with a holistic attitude why it is important to know even those subjects which they dislike. However, the college has taken up huge initiative in this respect. They are as follows: -</p> <ul style="list-style-type: none"> • Collaboration between the departments of science particularly between Chemistry and Physics and Botany and Zoology. • Collaboration between the departments of Political Science and History and Economics for empowering women. • Biotech Hub + DBT • Bio-resource Complex + DBT • Self-Skill development of Students by Entrepreneurship Skill Development Cell. • Sharing of Laboratory equipment between the Science departments. • Sharing of Smart Classroom by various departments • Sharing of Language Lab between the five Language departments for the enrichment or Language and Skill development • Collaboration between the Department of English and Bengali for holding different Literary and Cultural activities. • Environmental studies are an integral part of the undergraduate curriculum of the students. • Basic Computer Skill development for all students is encouraged by the institution through its Computer Centre. The aim of the mission is to provide digital literacy to students with minimum cost. • MoU signed with Lala Rural College and local industries and AMTRON, Govt of Assam for skill development of the students. • The college has established Staff Academy for interdisciplinary discussion between the faculty members and leading citizens & students.
2. Academic bank of credits (ABC):	<p>The academic flexibility of the institution is very limited because of its affiliating character. Hence, the college is not in a position to register the institution in the ABC. However, as the affiliating university</p>

	<p>registered itself in the ABC, so automatically students of this institute will get themselves registered with ABC at the time of their registration under Assam University, Silchar. They will get information regarding their credits by login to www.asuexamination.ac.in (Assam University portal).</p>
<p>3. Skill development:</p>	<p>Skill Development helps building a strong foundation for the students in their struggle for existence. It promotes to building confidence, self esteem & leadership. It also encourages students to achieve the capacity of solving problems by taking risk. The college has taken different steps for the promotion of Skills both academic & extra-curricular among the students.</p> <ul style="list-style-type: none"> • The college has signed MoU with Assam Electronic Development Corporation Ltd (AMTRON), Assam Team Lease EdTech Limited for Skill Development of the Students. • The college has signed MoU with Industries & Commerce Department, Hailakandi with a view to work together for providing training under Industries and Commerce Department. • The college has signed MoU with the Self-Help Group, JAGRITI for skill development of the students • The College has signed collaboration with IIT, Guwahati for establishing Bio-resource complex in S. S. College, Hailakandi for multi-disciplinary activities. • The college has also established a Yoga Centre for the physical & mental welfare of the students. It also has a state-of-the-art Gymnasium. • The college has signed MoU with District Taekwondo Association for promoting self-defense and defense skill development of the students. <p>Apart from these, Research & Publication Cell of the college arranged one-week National Level Workshop from 12th Oct to 18th Oct 2020 on 'Improving Scientific Research Writing and Publication Skill' for the teachers and the students in Collaboration with ICSSR. The Department of Zoology has a separate Skill Development Course on "Fish & Fishery" which has been running in a regular mode under Assam University for the benefits of the students. The college Bio-resource Complex also has a skill development centre established under DBT. The BRC organized awareness programme for 100 SHG members under National Rural Livelihood Mission on 20th September 2022. It is a unique complex on Bio-resource with a mission to help the</p>

	<p>students and the locality. The college organized a self-defense training programme as a part of the Mission Shahosi on 16/11/2022 with a view to installing confidence in the minds of the women students of the College. It is a programme on skill development of the students in regard to self-defense. However some of the highlighted skill development activities are the College has organized a Skill Build Workshop in collaboration with District Employment Exchange, Hailakandi on 14th March 2023 , a workshop on Journalism on 24-12-2022, workshop on career guidance: Skill development entrepreneurship and employment on 24-01-2022 , a Yoga Webinar on 22/06/2022 related with Skill development and the College also organized a 7 Day workshop on ‘R’ for Data Science for on 24/06/2022 to 30/06/2022.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>As the preservation and promotion of India’s cultural wealth needs to be given high priority, so the educational institution should play an important role in establishing nations’ identity which is interlinked with its economy. Indian Knowledge System seeks to enhance interdisciplinary research on all perspectives of Indian knowledge system for spreading the rich heritage of our country & traditional knowledge. Hence it is necessary to incorporate Indian knowledge system to the main curriculum of our education in a scientific manner. Vernacular language is interlinked with the traditional art and cultural of a region. Hence, with a view to preserve and promote our culture, we need to promote regional languages. The college observes ‘Bhasha Divas’ on 19th May with great enthusiasm by the students and the teachers. The college also observes ‘Antarjatic Matribhasha Divas’ on 21st February with a view to show respect to everyone’s mother tongue. Students are trained in writing stories & poem’s through their wall magazines which in other way boost their literary skills. Apart from these, with a view to promote local culture, local festivals and events are also celebrated in the college with great fervour. The college celebrates Rabindra Jayanti, Saraswati Puja, with songs, dance, recitation, etc. The college also observes Days like Netaji Birthday, Gandhi Jayanti, Voters Day, Republic Day, Independence Day, Teachers Day. Moreover, the college has also given full stress for the promotion of traditional system of Yoga & a Yoga Centre has also been established with</p>

	<p>this particular aim. The Yoga Centre has given stress on meditation. It has established its linkage with the Patanjali for providing better service to students & the locality. The college also observes International Yoga Day. The college observed Azadi Ka Amrit Mohotsav imitated by the central govt of India and almost all the students & the teachers participated in the programme, and the college also organized an exhibition on Heros in Indian Freedom struggle & a seminar on contribution of Tribal Heroes of Indian Freedom Struggle which was designed to improve the knowledge base of the students on their glorious past.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Srikishan Sarada College, Hailakandi in an affiliated College of Assam University, Silchar. The affiliating university reserves the right of designing the curriculum framework for the affiliating colleges with credit, assessment system and all other aspects that the college has to follow. As the outcome-based education requires the restructuring of the curriculum & assessment model, the college has very little scope to do anything. However, the faculty members of the college in their respective classes innovate to make the classes more student centric & try to engage the students in teaching learning process. But as & when the college will be graded with autonomy the college will definitely introduce the system with perspective plan.</p>
<p>6. Distance education/online education:</p>	<p>The college has the facility for distance education & provide UG & PG programmes through Open Distance Learning (ODL) through Krishnakanta Handique State Open University (KKHSOU). A good number of students admitted themselves in last five years for pursuing their career for Higher Education through ODL for professional development. The college has also planned to start a campus of ODL under Krishnakanta Handique State Open University to cater the needs of the students & the local employed youths. The faculty members of the college provide full support to the center for fulfilment of the dreams of Higher Education of the needy students & the professionals. Apart from these the college has developed the institutional Development Plan aligned with New Education Policy 2020 for seamless implementation of the same.</p>

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, the college has an Electoral Literacy Club established on 3rd Jan. 2019.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The Electoral Literacy Club coordinator and members are selected by the principal i/c from the members of the teachers and the Students Council. Coordinator: Dr Yagneswar Deb Members: 1. Dr. Golab Chandra Nandi 2. Dr. Subha Gaurab Roy 3. Ms. Munmun Nath 4. Dr. Abdul Mannan Mazumder 5. Dr. Priyabrata Nath 6. President Students Council 7. Secretary Students Council 8. Office: Anadi Chakraborty
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The college generally arranged the following activities related to Electoral process along with the club members. The college along with the ELC -initiates Voters' awareness camp before every election State or Parliament. The college along with the district administration holds awareness programmes on using of EVM & VVPAT. Many of the teaching members of the college acts in various capacities under ECI during Lok Sabha, Vidhan Sabha and local body elections. The college conducts campaigns among the students to make them aware of their democratic rights and importance of casting vote. Many of the non-teaching members of the college acts as Poll Personals under ECI during Lok Sabha, Vidhan Sabha and local body elections.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The college used to take Awareness drive in regard to Election under the Head of Voters Awareness Programme to make the students understand about their democratic rights and values of participation in Electoral process and casting of vote.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	In a regular way the ELC and the Students Council motivated the students of 18 years to enroll their names in Electoral roll by conducting awareness programme under the SVEEP initiative of Election Commission of India.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1674	1766	1645	1611	1729

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 52

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
50	49	50	51	52

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
39.21490	16.79260	24.74259	72.13619	151.24883

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The curriculum of the institution is designed and framed by the affiliating university i.e., Assam University, Silchar. The institution meticulously follows the curriculum of the University. The college is always conscious to materialize its own dream of fulfilling its “Vision & Mission”:

- The college at the very beginning of the session prepares its central routine for all streams of the college. After that each department prepares their own Departmental routine for the smooth allotment of classes. Each department has its own action plan.
- The college prepared an academic calendar of the institution based on the academic calendar of the affiliated university and distributed it to the Departments for teachers and the students.
- The college provides full techno-based infrastructural support to the teachers and the students for better teaching-learning within the institution. The college has also the support system for the students with disabilities.
- The college also arranges induction classes at the beginning of the semester by the faculty members of the respective departments and distributes syllabus among students for their respective subjects before the commencement of each semester.
- The college updates the collections of central library with new text & reference books for the benefit of the students and the teachers as per suggestions of the faculty members.
- For continuous growth, the teachers of the institution regularly update their knowledge base through active involvement in Research and Faculty Development Programmes. They are also the members of the various bodies of the University contributing to curriculum reviews, evaluation etc.
- The faculty members use to go for interactive sessions during classes, group discussions, PowerPoint presentations, quizzes, debates, student seminars, academic tests, etc. to develop analytical and problem-solving skills of the students.
- The college conducts regular class tests to assess the understanding of the students.
- At the beginning of the session the departments select weaker students and arrange remedial classes for them.
- The college upgrades laboratories on a regular basis.
- The department of Zoology and Botany go for educational tours and field trips every year except Pandemic period.
- For increasing the knowledge base and awareness of the students, the college arrange seminars,

workshops, conferences, and special lectures for students.

- The institution also provides Add-on Courses for the benefit of the students.
- Besides all regular courses, S.S. College also provides “Distance Education” for Degree & Master Degree for needy students as well as employees for their professional development.
- The college has a robust feedback system including teachers, students, employees, alumni, parents for continuous assessment & development of the institution.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 5

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 0.9

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
76	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The course structure of the CBCS and Non-CBCS uphold the professional ethics in both the courses. The course that focuses on professional ethics in the CBCS & Non CBCS are found in a few papers of the departments like Philosophy, Economics, History. The department of philosophy has a particular paper on Applied Ethics in 4th Semester.

The departments like History, Philosophy, Sanskrit, Bengali etc. teach and encouraged the students to follow human values & ethics under following papers as for examples History – (102, 103, 301) Etc., Economics (Hons) (501, 502) ETC., Manipuri Language 401, Philosophy – (401 & 601), Sanskrit – (501 & 601) etc. The knowledge of these papers infuses the value of professionalism among the students. The teachers regularly attend faculty development programmes organized by different institutions.

Gender Specific:

The gender issues are also discussed by the departments like Bengali, English, Philosophy & Political Science etc. Bengali under its unit 3 paper 602 (Modernism / Feminism). Department of Philosophy under its paper 303, unit 5 (Feminist Ethics), Department of Political Science under its paper 502 (Human Rights in a congestive perspective), Department of English under its paper 303 (women Studies) etc. Female resource person and guest faculty are invited by the departments for delivering lecture on Gender issues. The women cell of the institution observes Women Day on 8th March every year. The college also hold Women Empowerment Programme along with Mahila Sakti Kendra, Hailakandi on 28th & 29th Jan 2020 and also observed Matri Bondhona Saptaha (Surakshit Janani Vikshit Dharini) in 2019 to sensitize students on different gender issues.

Human Values:

Certificate course in Human Rights: where various issues related to Human Rights are discussed such as consumer rights in India, Human Rights, Democracy and peace, terrorism and militarisation etc. Apart from these the course on human Rights incorporates current women issues.

- Topics connected to Human Rights are incorporated in the syllabus of Political Science.
- The college has its own Yoga Unit and International Yoga Day is also celebrated in the institute.
- The college has its own mechanism to redress the grievances of the students related to Examination, Education, Administration etc.

Environment & substantiality into the curriculum:

A dedicated paper on Environment is included in the Degree syllabus both for the science & arts stream with a view to increase the knowledge base of the students on environment. The course content deals with the measures for environmental protection, conservation of Natural Resources, changes in Climate, creating environmental awareness etc.

- Regular field visits for the students are organised by the department of Zoology & Botany as per syllabus of the affiliating University.
- The college has its science society which observes Environment Day by convening seminars awareness programmes & afforestation.

File Description	Document
Upload Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 12.66

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 212

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System**1.4.1**

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 90.24

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
621	871	640	661	907

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
875	875	700	700	950

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 49.9

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
205	328	202	196	279

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

2022-23	2021-22	2020-21	2019-20	2018-19
423	661	398	422	521

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 33.48

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

To facilitate an effective teaching-learning process the college uses modern technologies like ICT stabled tools & different platforms.

- The institution has smart classrooms with Laptops and projectors and internet connectivity to support the teachers to directly live stream their contents and videos for better understanding of the students.
- The Central Digital Library has access to journal & e books through N-List. It has also Computer System. Barcoding of the books are done for better access by stakeholders. The college provides digital boards, desktops, laptop and internet connectivity with Campus Wi-Fi facility.
- Faculty members use different LMS services to deliver valuable study materials to the students. Even during pandemic situation, the faculty members used different platform like google meet, google classroom, Zoom, YouTube, WhatsApp etc. and maintain their teaching learning process effectively.

Experimental Learning.

- Experiential learning includes laboratory experiments, field visits and handson training programmes.
- The College has state of the art laboratories for the benefits of the students. The college campus is designed in such a way that facilitate experimental learning.

Participative Learning

- Students are encouraged to participate in conference, seminars, poster presentations debate etc. ICT even allowed the students to Participate in online classes, workshop etc.
- The college has also departmental wall magazines where they can participate to excel in creative writing.
- The students of the Science Departments have the scope for participating in Science Exhibitions time to time arranged by the Science Departments.
- Group discussions are conducted by the departments.

Problems Solving Methodologies

- Students are given regular tasks to encourage the problems solving nature of them.
- In some departments the students have to write project reports.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 88.42

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

2022-23	2021-22	2020-21	2019-20	2018-19
57	57	57	57	57

File Description

Document

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 61.9

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
34	30	31	30	31

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Being an affiliated college of Assam University, the semester examinations of the under- graduation programmes are conducted under guidance & regulation of Assam University, Silchar. The online form fill-up and generation of the Admit card of students for appearing the examination is done through Assam University's web portal. In-fact, the examination committee of the IQAC consisting of the principal, some teachers and non-teaching members from Examination Section (office) is responsible for conduction the semester examinations.

However, during the pandemic period, the process of examination shifted to online mode. The teaching and non- teaching members of the institution extended their full cooperation with high responsibility for the success of online process of examination. After the completion of the examination, the evaluation of the scripts done by the faculty members (subject wise) under the directives of the affiliating university.

The grievance of the students related to examination is first addressed by the Examination Cell of the IQAC and if necessary, referred to the affiliated university authority i.e., the Controller of Examination. If any discrepancy or grievance is found, proper measures are taken regarding registration, form fill-up, distribution of admit card, marksheet, appeal for scrutiny & reassessment of marks. Any student can apply for reassessment of his/her script after the declaration of the result by the university through the university portal by paying necessary fees. Even then, if a student still remains unsatisfied, he/she can apply for the duplicate copy of answer scripts as per the RTI Act.

Internal Examination

- In case of Internal Evaluation, answer scripts are shown to the students which minimizes the point of grievance of the students.
- Re-examining the answer scripts are done by the HODs of respective departments
- The examination cell of the IQAC rectifies the marksheet of the students and present the same to the university for uploading in their web portal. The project works are also done by the students

with full assistance of the faculty members.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Two Academic programmes are run by the institution.

1. Under Graduate- BA, B.Sc, B.com
2. Distance Education Post Graduate – MA

Both under graduate & post graduate programmes aim towards the success of the students in research, inventions, contribution in Nation Building and “Job Security”

UG & PG Humanity

In the area of Humanities, the UG (Regular) & PG (Distance) programmes enhances the students ability to literature, politics, religions, devotion and ethical quality, history, logical interpretation & cultural as parts. It also updates students with all up-to-date information in regard to their respective subjects & entices their quality of critical evaluation. The well skilled & experienced faculty members of the institution try their best to infuse qualities to their students.

UG Science

In the UG programmes in science (stream) the students acquires scientific skills both in terms & practice. It develops their aptitude for chemical & material science, science of nature, environment, bio-diversity, astrophysical Science, medical science, mathematics analysis etc.

UG Commerce

The UG Commerce Programmes in commerce enhances the student’s ability in Charter Accountancy, Banking, entrepreneurship, Marketing etc. The well-skilled teachers of the stream leave no stone unturned to develop their students with all updated knowledge so that they can go for MBA, Accountancy.

Mechanism of Communication:

Srikishan Sarda College offers varied programmes and courses with a view to providing high quality

education to meet the current national and global requirements in academics, professional and career management. Being an affiliated college under Assam University, Silchar, the college has very limited scope in curriculum designing and thus follow the curriculum and syllabus framed by the university.

The faculty members prepare the learning outcomes based on the syllabus at the beginning of the session. Any change in the syllabus made by the university is given full importance to modify the respective learning outcome of that particular course. The IQAC use to provide help to the departments if and when necessary.

The programme outcomes and course outcomes are communicated to the students and displayed in the college website.

Programme outcomes are outlined by the departments at the beginning of the session.

During the Induction classes at the beginning of the session, programme outcomes and course outcomes are also communicated to the students. The students can decide the choices of their optional papers in successive semesters based on their learning outcomes.

Apart from these, during the UG admission, the Admission Committee members, Departmental HODs and the members of the Placement/Guidance and Counselling cell jointly guide the students in suitably choosing the course of study and subject combination by disseminating the knowledge of programme outcomes and programme specific outcomes of various UG programmes. The prospectus of the college has also included the outline of different course structures. The students have the option to change subjects within a given time, if he/she feels that the outcome of the chosen course may not be suitable for him/her. The faculty members of the college make every effort to provide the students a clear understanding of the course outcomes.

File Description	Document
Upload Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Srikishan Sarda College offers under graduate courses in Arts, Sciences and Commerce. Performance of students in different curricular and co-curricular activities is used as measure of Program Outcomes (PO) of different courses offered by the college. Various methods are used by the college to measure the attainment level of Program Outcomes of the learners. Some of these methods are:

- Continuous internal assessment of students in terms of unit tests, home assignments, classroom discussions to evaluate their subject knowledge

- Participation of learners in quiz contest, debate and their interaction with teachers during classes to assess their communication skills and critical thinking.

Indirect measures of Program Outcome attainment is done after completion of the courses,

The attainment of Program Outcomes is analysed under the following scale:

Attainment Level 1:	0-25%	students succeeded in the end examination
Attainment Level 2:	26 -49%	students succeeded in the end examination
Attainment Level 3:	50 -74%	students succeeded in the end examination
Attainment Level 4:	75 -100%	students succeeded in the end examination

File Description	Document
Upload Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 49.93

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
176	214	263	320	168

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
494	554	458	501	278

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 1.69

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	1.69

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

This premier institution of Southern Assam always encourages its students not only to absorb current knowledge but also to innovate new ideas and products. The activities undertaken by the students have created an eco-system for innovations and transfer of knowledge through various mechanism. Most important among these are:

1. The Career and Placement Cell of the IQAC organizes various talks/ workshops/ seminars etc. by inviting resource persons from the field of Industry/ companies/ entrepreneurs/and others for vivid understanding of the present problems and challenges by the students.
2. In order to giving access of the students to the growing need to embed the competencies demanded by the industry, the institution signed a MOU with AMTRON under the direction of the Government of Assam for creating an alternative format of Higher Education that integrates skill development with formal education, enhancing the scope of employability and improving

gross enrollment ratio.

3. Here, it is also to be noted that the college has a DBT sponsored BIO-tech Hub which is loaded with modern scientific equipment like- Thermal Cycler, Gel Doc system, Blood Bio- chemistry Analyzer, Double Vim UV Visible Spectro Photometer, Olympus Trinocular Microscope with Computer Attachment Facility, HSR Precision, Rotary Evaporator, Kulin Centrifuge etc. This not only organizes hands on training for the students but also extends its help for the students of the locality.
4. The college has been selected by the DHE for establishing a Skill Hub under Pradhan Mantri Kushal Vikas Yojana scheme. It is a flagship outcome-based skill training scheme of the Ministry of Skill Development & Entrepreneurship.
5. Apart from that the college has also a Bio Resource Complex and organized awareness programme for 100 SHG members at S.S. College, Hailakandi and very soon the complex will be loaded with all hi-tech machines for production. The complex will train the SHG members to develop and market the dried and powder formulated food and herbal products.
6. Very recently the college has established an Agrovoltaic Unit in S.S. College in collaboration with IIT, Guwahati and India Hub E-Governance Private Limited for promoting Ashwagandha farming among 300 farmers and simultaneously harnessing Renewable Energy through a 50 KW Agrovoltaic structure. The project will also set up an Ashwagandha blended Tea Production Unit.

Thus, the college boasts of maintaining an eco-system for the all-round development of the institution.

File Description	Document
Upload Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 23

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8	5	6	1	3

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.44

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
7	10	5	1	0

File Description

Document

Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website

[View Document](#)

Link to re-directing to journal source-cite website in case of digital journals

[View Document](#)

Links to the papers published in journals listed in UGC CARE list or

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.3.2

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

Response: 0.73

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	8	18	9	2

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

As we know the life of the community & the educational institution is inextricably interlinked, so the NSS unit of the college is dedicated to improving quality of life within & outside the campus by creating socially sensitive students who are constantly vigilant towards the need of the community. This not only helps in fostering their (students) holistic development but also benefits the community. The stakeholders of the institution are actively involved in getting the students motivated to work for the community for resolving different socio-environmental issues.

From this sense of responsibility, the college adopted “Serispore Village” & along with the Government, the college takes the responsibility of its community & infrastructural development under different Govt Schemes. During the whole COVID-19 period along with the Health Cell of the College, the NSS unit not only engaged to the community members for helping the pandemic ridden people but also arranged COVID-19 awareness programmes. The volunteers of the NSS unit always take part in year long Anti-Tobacco campaigning, maintaining plastic free campus, Year long Swachh Bharat Abhiyan along with campus cleaning, holding blood donation camp with the health cell.

The college also conducted Science Outreach Programme in collaboration with ASTEC Guwahati for which an amount of 1,16,000/= was released by the ASTEC on 30-10-2018. The amount was utilized for holding Hands on Training Programme in the following rural institution and thereafter submitted final utilizations in 2019-20 session.

1. Talent High School- Boalipar, Hailakandi
2. Morning Glories High School- Lala, Hailakandi
3. Royal Public School, Lala, Hailakandi
4. Royal High School, Rangauti, Hailakandi

Apart from that, the Women cell of the IQAC, during the last five years arranged many awareness programmes like Atma Nirvar Bharat & Role of SSG and holding Training programmes on Cutting and Sewing and the cell has 4 numbers of Cutting Machines for providing training to the community women with a view to financially empowering them.

The NSS volunteers along with the College Science Society arranged extension activities within the

community by planting trees, arranging Science Exhibition for providing basic science knowledge to the community members.

Floods visited the district in 2020 & during the flood calamities, our students & teachers organized help camps & distributed relief particularly water to the flood effected people keeping in mind the lines of Coleridge “water, water everywhere but not a drop to drink”. The NSS unit of the institution is a responsible & continuously evolving organization which is guided by certain values & commitment in line with the Vision and Mission of the institution.

In this way the impact that has been created by the institution on the community and society over the last 5 years is very much visible and this is evident from the activities of the college and the different cells of the IQAC.

File Description	Document
Upload Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The extension activities help to install social responsibility in the minds of the students. Not only this it also helps to groom overall personality of the students and creates a sense of awareness on different social issues.

S.S. College, Hailakandi has both NSS and NCC units and other cells for conducting extension activities like Swachh Bharat, Blood Donation, Legal Aid etc.

The institution has also adopted a village in the Serispore Tea Estate and organised different Programmes for the benefit of the village community.

However, the college has been recognized with certificates by different Government bodies for its sincere extension actives.

- 1.S.K. Roy Civil Hospital Blood Centre, Hailakandi under ASBTC & National Health Mission recognized the service provided by the institution for Voluntary Blood Donation i.e. the selfless services extended towards the savings of the community.
- 2.District Legal Service Authority is pleased to recognize the services rendered by the students of S.S. College, Hailakandi for the Publicity Campaign for National Lok Adalat.
- 3.The Municipality Board, Hailakandi awarded ‘Clean and Green Campus’ Certificate to the college for the cleanliness maintained by the college.
4. Extension Centre, SIPRD, Hailakandi recognized S.S. College as a Premier Institution that provided External Resource Person since 2018 onwards for successful completion of different

training programmes of Extension Centre under P & RD.

The Nehru Yuva Kendra, Hailakandi an Autonomous Body under the Ministry of Youth Affairs and Sports, Government of India has also recognized the collaboration extension activities of the college to develop a bond with the community.

File Description	Document
Upload Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 34

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

2022-23	2021-22	2020-21	2019-20	2018-19
21	5	2	5	1

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 12

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

1.S.S. College being the premier institution of Southern Assam, having 50 acres of land, has continuously improved its physical infrastructure with the passage of time.

The college is well equipped with buildings classrooms, laboratory & equipment's connected with the teaching-learning process. It has provided finished laboratories for basic sciences separately and other departmental laboratories. S.S College has provided a well-equipped, partially automated, Central Library (Digital). The college has new built 'Science Block' having Classrooms and Laboratories. Apart from that, in the last five years, the college initiated the process for construction of new classrooms, laboratories, digitalization of library with full new infrastructure, upgradation. The Science Departments including Biotech Hub have several modern scientific equipments for better teaching learning and research process . The college has Research and Publication cell, well-furnished Language Laboratory and Staff academy.

2. The college has a good number of computers including two Computer Labs, 4 ICT enabled smart class rooms and almost all the classrooms have adequate sound system facilities. The entire college campus is wifi enabled.

Cultural activities: -

- A well-equipped Auditorium, Common room, Sports Complex are available for the students to organize and participate in different cultural & sports programmes.
- The Auditorium is equipped with the state-of-the-art apparatus. It has a sitting capacity of 500 students. The Auditorium has an excellent sound system including speakers, amplifiers etc. Apart from these, the auditorium has a permanent projector system & it has full of lights.

Sports: -

- The college has a huge "Hostel cum Sports complex" having 5 Acres (20 bigha) of land where there is a big play ground(cricket + football) for the students with a rest room and dressing room. The college has also planned to establish a Swimming Pool and a Medicinal Plant Garden in the Hostel cum Sports Complex.
- The college has also a Volleyball Court and a Badminton Court.

- Apart from that the college has several sports equipments like cricket accessories, football, volleyball, badminton equipments, Shotput balls, discuss, measurement tape, javelin etc.

Gymnasium: -

- The college has a fully equipped gymnasium with a trained instructor for continuous assistance.
- The carpet area of the Gymnasium is 63ft length & 19 ft breadth. The Gym is equipped with heavy Fitness Machines like squad rack, dumble's, multi-purpose machines, tread mill, fitness cycle, roller machine etc.

Yoga centre: -

- The college has a Yoga Centre for yoga practice in morning
- The college has a yoga instructor who takes yoga classes in a regular mood.
- Students have enrolled their names in the Yoga center
- Yoga exhibitions are held by the college Yoga Centre every year except pandemic period.

Apart from these the college also provides the following facilities:

- **Parking:** The college has a huge parking area just outside the college boundary wall.
- **Drinking Water Facility:** The college has drinking water facility for the students and the stakeholders.
- **Toilets & Wash basins:** The college has a good number of toilets fitted with wash basins for the students and the stakeholders.
- **Canteen:** The college has a state-of-the-art Canteen.

File Description	Document
Upload Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 29.39

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
25.07444	26.32518	15.68855	11.85213	10.445125

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of the college is a pride of the institution. The authority believes that the library is the pivot upon which the whole education system is rested. The college library uses a web based IMLS software e-Granthalaya 4.0 provided by National Information Centre, Govt. of India. The library is partially automated with Cataloguing, Circulation and provides online search facility through Web OPAC. Currently, the library has total collections of 24642 books, 32 journals and magazines, 93 CD/DVDs, 5 national and regional newspapers etc. The library has a sitting capacity of more than 100 students and 10 faculties. The students and teachers of the college regularly visit the central library and effectively utilises the information resources and services of the library.

- The library uses Integrated Library Management System (ILMS) e-Granthalaya 4.0 and is partially automated. The software is provided by National Information Centre, Govt. of India.
- Online searching of library book database can be made through Web OPAC Interface.
- The college library has introduced Barcode for automatic issue/return of books.
- The library has also a computer lab / e-library section for providing access to internet and electronic information resources for the academic development of the students.
- The library has wi-fi facility which enables the users to access internet through their electronic devices.
- The college library has institutional membership of DELNET which provides inter library loan facility and access to their online database.
- The college library is a member of N-LIST (e-Sodhsindhu) Consortium of the UGC-INFLIBNET Centre through which students and faculty members can remotely access more than 6000 e-journals and 1,99,500 e-books.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

IT facility plays an important role in modern education which is under transition. It is moving towards digital platform along with traditional classroom environment. At present traditional class rooms are replaced by digital smart rooms and ICT in teaching has become the basic requirement for conducting classes.

In-order to cope with the changing world, the college authority feels the necessity of upgrading IT facilities and modernizing the IT sector for improving the teaching-learning process of the institution. S. S. College has its campus network with internet connectivity from BSNL. A leased line with 8Mbps downlink and 2 Mbps uplink has created the need of connectivity of the college. Thus, a 100Mbps Bharat fiber connection is also operational as a backup system. All the departments of the college are connected through the local area network of the college. The college has a plan to implement another internet connectivity as a backup plan from other private service provider for seamless connectivity with minimal interruption.

A secure campus Wi-Fi network is also operational and available to all the teachers and non-teaching employee of the college. Moreover, Wi-Fi network access is also provided to the students of the college with certain restrictions to access some of the social network platform.

The college has more than 100 desktops and nearing 35 laptops available for the students and teachers.

The college has two separate computer laboratories with adequate number of desktops. Also 4 smart class rooms have been setup under the financial support from RUSA, Assam with internet connectivities is operational in the campus.

The college is having a language laboratory with 20 numbers of thin clients and a server with a large LED display and good quality audio system.

Recently Google India has provided 100TB of cloud storage under its Google Workspace for education services. The college is enjoying this free service from the Google.

S. S. College, Hailakandi is registered with Microsoft as a nonprofit educational institution. The students and teachers of the college are enjoying the free educational IT services and software solutions of Microsoft.

The college is registered with Apple India limited. Educational concession on Apple products is also made available to our students and faculty members so that they utilize the modern cutting-edge technology from Apple.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 25.36

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 66

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 55.24

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

2022-23	2021-22	2020-21	2019-20	2018-19
39.21490	16.79260	24.74259	72.13619	15.124583

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 55.54

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
786	951	1431	536	975

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 4.59

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

2022-23	2021-22	2020-21	2019-20	2018-19
178	00	00	107	102

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 3.5

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
27	44	15	06	05

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
492	545	714	509	515

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.78

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
20	00	00	01	00

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University /

state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 7

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

2022-23	2021-22	2020-21	2019-20	2018-19
02	04	01	00	00

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 33.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
64	39	00	29	34

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Alumni Association of the college has been reconstituted on 21-04-2022 with the

following members, President and Secretary

President: Sandipan Paul

Vice- President: Samsul Haque Barbhuiya

Abhijit Dey

Sanjiv Kumar Dev

Jayita Das Purkayastha

Secretary: Dr. Y. Deb

Joint Secretary: (i) Shani Biswas

(ii) Arshad Mazumder

Members: All persons who joined in the Association are members.

The Alumni Association opened a joint account in Assam Co-operative Apex Bank on 13- 07-2022 for Registration of the Association. Both President and Secretary of the Association were the signatories of the account and the registration is under process. The members of the Alumni Association are very active. The association acts as a bridge between the past and the present of the college. Some the Alumnus serve the cause of the college as resource persons from their respective position in the society.

However, here it is to be noted that since the reconstitution of the alumni association, the association moves from pillar to post for the infrastructural development of the college through donation. The association convinced the MLA (Nizam Uddin Choudhury, Algapur Constituency) to donate a RCC state of the art Gate at the entry point of the college. Not only that the association also convinced Sri Prabir Chandra Paul (Alumni of the college)to donate a RCC Gate in the Play ground of the college. The Alumni Association also organized Badminton & Musical Chair competition on 12-01-2023in the college. A good number of students participated in the competition.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The distinctive characteristics of S.S. College are reflected through the vision & Mission of the institution. The institution caters the socio-economics & cultural needs of the society. Healthy practices & high-quality educational programs are carried out by the college with a view to upholding the policies of uncompromising adherence to the values and principles of inclusive responsibility and social accountability.

Effective leadership is visible in various institutional practices such as decentralization and participative management

As per rules of Higher Education Department, Govt. of Assam, The Governing Body of the college is formed and it works hard for implementing the Vision & Mission of the institution.

The college has the mandatory Internal Quality Assurance Cell (IQAC) constituted under the guidelines of the NAAC. It has several numbers of cells with a convenor for implementing the decisions of the apex body and executing strategies and respective plans of the institution. However, the prime duty of the IQAC is to go for accreditation and re-accreditation by the NAAC after every five years so that the institution can assess its own strength and weaknesses.

Besides IQAC, other additional committees are in place, like Purchase Committee, which deals with the whole procurement process of the college and thus helps the authority to run the college smoothly. A Construction Committee is also functional which supervises all the construction related works like preparation of plan and estimate of work and supervising the progress of the work etc.

The college family is trying hard for upgradation of the institution, resource mobilization & introduction of new courses and obligation towards NEP 2020.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

As per rules of Higher Education Department, Govt. of Assam, the College Governing Body is formed & it works hard for implementing the Vision & Mission of the institution. Governing body approves all leaves of the employee as admissible as per govt guidelines. It look after all other administrative setup, appointment, service rules, and procedures, etc and submit proposals to the Director of Higher Education, Assam for approval of the Govt of Assam.

The college family is trying hard for upgradation of the institution, resource mobilization & introduction of new courses and obligation towards NEP 2020,

Appointment and Service Rules, Procedures, and Policies:

Recruitment process is carried out according to the norms of the State Government guidelines. A Selection Committee comprising two representatives of the Vice Chancellor, two External Subject Experts from the panel list nominated by affiliating university, President GB, Head of the concerned department and Principal decide the worthiness of the candidates for selection to the post of Assistant Professor. Then the name is forwarded to the DHE, Assam for final appointment. The appointment procedure for the non-teaching staffs is followed as per guidelines of the Assam Government The college management committee has constituted the selection committee for selection of the non-teaching staffs.

1. S.S. College follows the guidelines of Assam Govt. for the Recruitment.
2. The teaching staffs are promoted to the next levels as per UGC guidelines and Provincialization Act of Assam Govt. and non-teaching staffs are promoted as per State Government guidelines.

Perspective Development Plan (RUSA): The college has its own perspective plan. However, Rastriya Ucchatar Shiksha Abhiyan (RUSA) is the most important agency of the Government for implementing institutional strategic/perspective plans etc. The college received 2 crores from RUSA in the year 2018-19 session and in the last 5 years the college utilized the amount for the creation of new facilities, for the renovation/upgradation of existing facilities and for the procurement of state-of-the-art equipment.

The decision-making procedures are made at appropriate levels in the organizational hierarchy.

The institution strictly follows the benefits of Provident Fund, Gratuity, Mediclaim, etc. as applicable

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institution has its Performance appraisal system to help and evaluate employee performance & escalate professional proficiency.

Teaching faculty

- Teachers' logbook is an integral part of teaching learning in the institution. The records of the logbook are duly maintained by the teachers and verified by the Head of the Institution and evaluated at the same time.
- In case of internal appraisal, the faculty members of the Departments through performance-based appraisal determine individual teachers' strengths, weaknesses and thereby to identify the areas where he/she needs training.
- The focus area of external appraisal is limited to open Houses, Grievance Redressal Platforms & Students and Alumni feedback that are shared with the faculty for self- assessment.

Non-teaching staff

The appraisal system of administrative and non-teaching staff evaluates their performance take with the Vision and Mission of the institution. However, the principal with a senior most teacher and President of the GB evaluate the appraisal of the administrative non-teaching members for promotion.

Statutory Welfare

- Provident Fund
- HRA
- GIS
- GSLI

Non-statutory welfare schemes Educational: -

- Preference to children of teaching & non-teaching staff for admission

Medical

- Emergency Medical service as well as Health checkup, Blood grouping, (under free Medical Camp) for staff and students.

Financial:

- Festival advance for non-teaching members.
- Loans from the Cooperative is given to the teaching and non-teaching members.
- Special child care leaves are provided to the women employees with salary.
- For financial Assistance of the employee the college has its own thrift and credit Cooperative society for longtime, mid-time and short time loan.
- The college has Accidental Life Insurance Policy for the financial benefits by the students.

Other Incentives:

- Celebrations of festivals by the Students, Teachers and Non-teaching members

- Annual meet of the teacher's council.
- Annual special Gifts for all employees under the thrift & credit & credit Cooperative Society.
- Active programs for Retired Teachers Contribution towards the institution.

Others facilities

- Free Wi-Fi
- Hostel facility
- Gymnasium for the Students and teachers
- State of the Art Canteen
- The whole campus is under CCTV Surveillance.

However, the avenues for Career Development/Progression Programs for Teaching and Non-Teaching members of the institution are:

- The institution arranged Technical (ICT) Training programmes of Skill enhancement.
- The institution has self-appraisal mechanism.
- API based promotion for all faculty members
- Support for higher studies including Research Projects UGC/DBT etc.
- Participation in National/ International Seminar/Conference/ Workshops etc. by the faculty members.
- Membership in academic bodies like BUGS/BPGS etc.
- The Performance appraisal system is there for assessment to accomplish the uncompromising quality parameters.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

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**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description**Document**

Institutional data in the prescribed format

[View Document](#)**6.3.3**

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 37.46**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
41	26	26	15	16

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	16	16	17

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

As far as the mobilization and optimal utilization of resources are concerned, the key sources of funds are Fee weaver of Admission returned to the college by the Government, Magazine fees, Laboratory fees, Welfare charges etc. and examination fees collected during the academic year. Apart from these the college also received grants from RUSA, ASTEC, UGC, MSDP, DPI, RMSA Grant etc.

The funds received from RUSA is used for enhancement of infrastructure, renovation and purchase of equipment for Gymnasium and Science Labs. Fund has been allocated for the purpose of Digital Library by the DPI, Assam and that has been utilized for the establishment of RCC Library with digital facilities.

A substantial portion of the fee weavers' amount has been utilized for the welfare of the students. The college also utilized the funds received from the funding agencies as per guidelines of the Funding agencies like UGC, RMSA etc.

- The College has a planning Board consisting of the Principal Secretary, Coordinator IQAC, All Department Heads, Secretary Teachers Council, Librarian- Central Library & the Senior Assistant (Office) which conduct annual financial planning of the institution.
- The College has its Purchase Committee consisting of Principal Secretary, IQAC Coordinator and two faculty members who monitors various perchance, tenders, quotations and the Principal Secretary is authorized by the Government to disburse funds of approved projects etc.
- For mobilization of fund, the authority approaches MLA, MPs and other donors. The G.B., S.S. College also approved the stand of the principal for resource mobilization.

- The college has a functional IQAC with its different cells headed by the principal and the coordinator-IQAC who ensures a transparent & well-planned financial management system to mobilize and manage funds/received grants from Government sources like UGC, DBT, RUSA etc. for: -

- Instrumental developmental
- Research Minor and Major Project
- Students' welfare and Academic support
- Staff welfare
- Extension Programmes

The Governing Body takes all financial decisions.

Conducting financial audits (internal and external): The college conducts Internal and External audits for each financial year. The Internal auditor is approved by the Governing Body and the audit of the college is carried out with the assistance of the office of the principal. The Internal audit of the college has been completed up to 2012 and from 2012 to 2023 is in process under the G.B. engaged auditor Sri Prasenjit Bhattacharjee.

The External audit is done by the auditor engaged by the Department of Audit (Local Fund), Government of Assam. External audit is completed up to 2012. The recommendations and the suggestions of the Auditor is discussed in the Governing Body meeting and actions are taken for the implementation of the recommendations. For example, as per recommendation of the external auditor for immediate deposit of VAT for 2007-08 & 2008-09, the college authority deposited VAT immediately. Apart from that the college also deposited an amount of Rs15,87,950 vide draft no-1880333 & 2880399 on 5/6/2024 as closing balance as per suggestion of the external auditor.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Srikishan Sarada College has a rich culture of institutional functioning through participation of all stakeholders especially faculty, students and the non-teaching staff. The IQAC of the institution in the last 5 years contributed significantly to institutionalize quality assurance strategies and processes. But during pandemic (Covid-19) there was a paradigm shift in the teaching learning process and all departmental HODs were informed that a One Week online Faculty Development Programme on “Imparting Online Teaching-Learning Methodology During Covid-19 Pandemic from 7th September to 14th September 2020 would be held for use of different online platforms to maintain online teaching-learning process. Most of the teachers participated enthusiastically. Even for evaluation of answer during pandemic, the college facilitates the students to submit their answer scripts online to the Google Drive so that papers could be evaluated easily maintaining social distance rule.

The two practices institutionalized by IQAC are:

1. Use of ICT for Teaching-Learning and Student Support System

2. Streamlining of Administration

Use of ICT

The college institutionalized the Use of ICT for Teaching-Learning and Student Support System. Use of ICT as a medium of teaching and learning in the institution focuses on the use of new and available technology for the purpose of teaching and learning representing a shift from conventional mode to modern and non-conventional method in the process. It provides an alternative technique of teaching and learning based on the use of ICT and E-resources.

The use of ICT as a medium of teaching and learning has been in vogue. The college has provided all kinds of support to different departments and faculty members for the use of ICT. Teachers of this institution have been using various tools and modes of ICT in the teaching-learning process.

Transmission and exchange of electronic information through instructional software, email, WhatsApp and e-textbooks have been used by many teachers of the institution.

Streamlining of Administration

IQAC takes care of the needs of the administrative staff to improve their work atmosphere, both at the professional and emotional fronts. The IQAC proposes a number of best practices in various aspects of functioning of the administrative branch.

The Academic and Administrative Audit has been started from the last session (2022-2023) and the recommendations/suggestions of the Academic and Administrative Audit committee are taken note of for implementation.

ISO 9001-2015, Recertification Audit was successfully conducted for the session 2022-2023. The college has been ISO accredited since 2020. The IQAC also materialized the necessary Academic and Administrative Audit for the betterment of the institution.

IQAC believes in establishing a democratic pattern of administration. The Management along with the principal ensures that equal opportunities are given to staff members who are best suited for a particular

department and also, they are provided with opportunities to show their skills.

The IQAC has introduced a Feedback system for the improvement of the Teaching experience of the faculty members and Employees (Non-teaching) suggestions for betterment of the institution.

Skill Development programmes are regularly organized by the IQAC in line with NEP 2020.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The college has the following cells which are very much connected with gender issues as per last Peer-team suggestions and directions of the UGC:

1. **Anti Sexual Harassment Cell**
2. **Anti Ragging Cell**
3. **Grievance Redressal Cell**

Apart from these, the college has also a dedicated **Women cell and Cultural cell** to work along with NSS to celebrate /organize national and international commemorative days, events and festivals.

The institution is a co-educational institution maintaining gender equality

There are several committees like Anti Raging Cell, Anti Sexual Harassment Cell, Women Cell in the institution for the promotion of gender equality. The college organized an Anti-Ragging campaign workshop on 13th July, 2023 for sensitizing students to the evil effects of ragging.

The college also observed International Human Rights Day almost every year on 10th December along with the Department of Political Science to make the girls and boys aware of their rights.

Throughout all the years, Anti-Sexual Harassment Cell, Anti-Ragging Cell & Women Cell remain active to protect the rights of women within and outside the periphery of the college.

The college also participated in the Mahila Shakti Kendra under civil administration & Social Welfare Department, Government of Assam. Student volunteers (200 nos.) under guidance of the teachers of S.S. College (Viz, Dr Mamatz Begum Borbhuiya, Dr Tapa Kar & Dr Munmun Nath) did a great job for Capacity Building of women (BETI BACHAO BETI PADHAO SCHEM) within the district. The project continued up to 2022.

To sensitize the students on gender related issues, the college also observed:

1. Project Sankalpa on 09-02-2023
2. Mission Sahashi on 16-11-2022
3. International Woman's Day in the Adopted village on 08-03-2019 and 08-03-2022
4. One-week Matribondhona Surakshit Janani Vikshit Dharini from 05-12-2019 to 11-12-2019

(Awareness Programme)

5. Soft Skill Development in collaboration with SHG on 06-07-2023.

The Central Library of the college has assigned 'Women Study' circle with sufficient number of books on women issues and women studies.

Keeping in mind the special hygiene for girls, sanitary napkins are made available in the Girls' common room with a vending machine. The Women Cell of the institution is working hard for skill development of the womenfolk.

Institutional initiatives to celebrate / organize national and international commemorative days, events, festivals during the last 5 years.

Celebration of National Commemorative Days:

1. Independence Day (15th August)
2. Teachers Day (5th September)
3. Gandhi Jayanti (2nd October)
4. Constitution Day (26th November)
5. National Mathematics Day (22nd December)
6. National Youth Day (12th January)
7. National Voters Day (25th January)
8. Republic Day (26th January)
9. Ambedkar Jayanti (14th April)
10. Rabindra Jayanti (25 Baishakh-9th May)
11. Bhasha Shahid Divas (19th May)
12. Baishe Srabon (22nd Sraba- 8th August)
13. National Science Day (28th February)

Celebration of International Commemorative Days:

1. International women's Day (8th March)
2. World Environment Day (5th June)
3. International Yoga Day (21st June)
4. International Human Rights Day (10th December)
5. World No Tobacco Day (31st May)
6. International Youth Day (12th August)
7. International Day Against Drug Abuse and Illicit Trafficking (26th July)

File Description	Document
Upload Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Srikishan Sarada College, Hailakandi abides by the reservation policies of the Central & the State Governments regarding students' admission and appointment of teaching and non-teaching staff following the 100-point roster.

The college facilitates the students to avail the scholarships funded by the State Government, UGC and private bodies. Students' Counselling Cell organizes counselling sessions encouraging students to share their problems. Mentor-mentee meetings of the departments cater to the mental health of students. The college arranged One Week National Level workshop on "Improving Scientific Research Writing and Publication Skill" with participation of other colleges.

Tolerance towards linguistic diversities is reflected since the college teachers deliver lectures in bilingual/tri-lingual mode to ensure the interaction of students with different linguistic backgrounds. The college has also introduced UG and PG courses under Krishnakanta Handique State Open University to provide the scope of Higher Education to the professionals and for the poor and pressed students.

Sensitization of students and employees to constitutional values:

The college organized blood donation camps, maintain plastic free campus and Tobacco free zone. College distributed masks, sanitizers, soap and food items in adopted village area during COVID 19 Pandemic

The college distributed grocery items and set up a Medical Camp for the flood victims of adopted village and in Naurinpur (North Hailakandi).

The College has an active Yoga Centre for erecting a sense of health consciousness in the mind of the students and the community members and in fulfilling the dream of the nation to 'Fit India'. Plantation drives have been undertaken by the college science society and it is practised regularly.

Students and employees are sensitized to gender equality through different activities like observing International Women's Day where eminent academicians and public figures are invited to present relevant talks on such occasions.

The involvement of students and the stakeholders in Independence and Republic Day celebrations has sensitized them with patriotic sentiments.

The college also celebrated "Constitution Day" and "National Voters' Day" every year on 26th November and 25th January respectively under the supervision of the Department of Political Science and the NSS unit of S.S. College to sensitize students to the constitutional values.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Go Clean: Save Environment

- i. To keep environment pollution free
- ii. to keep balance in environment
- iii. to create awareness among the students & neighborhood community

The Concept

In this world of technology-based developed society, thousands of organisations work hard to keep the environment free from industry based pollution. The students' communities of this institution are also a part of this fast developing society. They always interact with the teachers on the issues of environmental pollution. Hence this innovative programme has been taken up by the institution and it is one of the best practices of the college.

The Practice

Respecting this unique caption, the college ensures that the 15 katha of total land of the college campus area and 18 Bigha of Play ground and Hostel campus should be a "Tobacco Free Zone". The green landscape of the college is surrounded by the trees and beautiful botanical garden.

The institution has huge number of waste boxes and sterilized system. The wide range of waste generated from the Department of Chemistry are disposed of in a tank outside the Lab which is cleaned after 15 days. The volunteers of NCC & NSS leave no stone unturned to make the campus plastic free and clean. In this innovative way, the College makes its total land clean & thus try to save environment.

Evidence Success

The waste boxes, drainage system, and the waste disposal system by the department of Chemistry, widely speak a loud about the success of making the institution clean. The trees are planted particularly in the Environment Day. In the process of cleaning particularly making "tobacco – free" & "Plastic free campus", the main source of the institution is its own students. The students in association

with the teaching faculty realise the necessity of cleaning environment for the better livelihood. Time and again the college used to organize seminar, lectures to make the students sensitized on the issues of environment.

The college has even tie-up itself with the Municipality Hailakandi to maintain the cleanliness of the college canteen.

Problem encountered and resource required

The primary problem regarding environment is the lack of knowledge of the people on preserving pollution free environment. Apart from that e-waste outside is also a great threat to the environment issues.

As the college is in scarcity of finance so it is very hard to maintain 100% cleanliness within its campus and outside. Government project and necessary finance and aid of the Government are need of the moment to maintain the environment.

Notes: - The college also extend its all-round help for maintaining cleanliness within the adopted village of the institution.

Project Title: - Development of Institution – Community Network

1. To give exposure to students in experimental learning beyond traditional class room.
2. To involve students in social service which promote social networking skill
3. To create a linkage between the institution and community and society
4. To motivate students to solves the problems of the society
5. Through Blood Donation and awareness, the students are encouraged to create a bridge between the institution and society.

Context

For a healthy society, the institution tries to create a bond between the students and the society. It also keeps the stakeholders and the students connected with one another and tries to inspire the spirit of extending help to others. Thus, the students develop a sense of social responsibility and tolerance for each community living in the society. It also boost some kind of problem solving and decision making capacity of the students.

Practice

The NSS & the NCC units of the college play a major role in making the project successful. The NSS and the NCC units along with the Health Cell of the College organize one day blood donation awareness camp. Apart from that, the college also used to organize extension activities outside in the remote village by providing Legal awareness to the people of the Garden area. The students and teachers also use to participate Government empowered programmes like – Swachha Bharat Abhijan, Azadi ka Amrit Mohotsav, World Environment Day etc. which definitely provide scope for the students to involve themselves in community service.

Evidence of Success

The community service by the students in and outside the college helps the students to develop their leadership qualities and speaking power in public gatherings. The students of this college thus hold the post of different political parties (Congress, BJP etc.) time and again. These type of community services certainly push the students to become an “altruistic individual”. The community also get the benefits of the service.

Problems encountered and resource required

The volunteers of NSS and the NCC are guided by the assigned teachers called programme officers and they have undergone with necessary training by the Headquarters.

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Staff Academy

A Staff Academy was constituted in S. S. College, Hailakandi by offering all the faculties of the college as its members, aiming at academic improvement, by keeping the faculties engaged in research activities, inter-departmental interactions on interdisciplinary subjects, and also by organizing seminars and discussion among the faculties and with experts and specialists on regular basis with the following objectives:

- 1.This Staff Academy shall strive to excel the quality/capacity of the teachers by generating inquisitiveness and inculcating them with research activities, inter-departmental interactions on allied subjects and holding discussion on important academic issues.
- 2.This Staff Academy shall organize Seminar, Discussion, Symposia, Workshops, and Training regularly, along with the assigned normal duties of the teachers.
- 3.This Academy, as and when possible, shall invite specialists and experts to facilitate the teachers, for the matter what it deems necessary.
- 4.This Academy shall avail Governmental and Non-Governmental benefits and facilities of the similar nature, in order to realize the aims and objectives.
- 5.This Academy shall extend its possible services to excel the academic matters concerning college and even the outside areas, as and when asked or permitted by the Authority.

6. This Academy shall inquire about all the latest development in the different academic fields of the fast-changing world and collect the relevant literatures & materials and also intimate the same to the teachers for their benefit and upliftment.

This Academy shall evaluate and scrutinize the teaching-learning process of the college and shall put forward needful suggestions to the authority for its consideration and implementation.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Here it is also to be noted that being a premier institution of this valley the college has been struggling hard to develop its infrastructure related to skill enhancement and entrepreneurship.

For this the institution submitted a proposal to the DHE Assam on 12-04-2023 for establishment of a skill hub in the institution. Moreover, in this present world of struggle and stress, the institution has plan to establish some important skill related courses for encouraging the students to go for startup programs and skill orientated jobs with a view to minimizing the search of the students for government jobs.

Concluding Remarks :

Now, we may confidently conclude that the college is in every way prepared to claim for autonomy so that it can design it's own course contents independently and come out with affiliating character. It is necessary for us as it will provide the scope to choose course contents suitable to the needs of local people and it can provide certificates to the students accordingly, imparting quality education, skills and level of confidence and make them ready for startup programmes where they can learn the skill to take risk with a view to achieve their goals.