



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		SRIKISHAN SARDA COLLEGE
Name of the head of the Institution		AMALENDU BHATTACHARJEE
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03844222409
Mobile no.		9531154182
Registered Email		sscollege@sscollegehkd.ac.in
Alternate Email		iqac@sscollegehkd.ac.in
Address		College Road, Ward no -13, PO & Dist: Hailakandi
City/Town		Hailakandi
State/UT		Assam
Pincode		788151

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		DEBADUTTA CHAKRAVARTY			
Phone no/Alternate Phone no.		03844222409			
Mobile no.		9435379574			
Registered Email		sscollege@sscollegehkd.ac.in			
Alternate Email		iqac@sscollegehkd.ac.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.sscollegehkd.ac.in/NAAC/AQAR/AQAR%202015-16.pdf			
4. Whether Academic Calendar prepared during the year		No			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	78.00	2004	04-Nov-2004	04-Nov-2009
2	A	3.12	2011	30-Nov-2011	29-Nov-2016
6. Date of Establishment of IQAC		31-Mar-2007			
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Regular IQAC Meetings	24-Sep-2016 01		34		
Regular IQAC Meetings	24-Aug-2016		15		

	01	
Regular IQAC Meetings	18-Apr-2017 01	15
Feedback from all stake holders	16-May-2017 01	31
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S.S. College	Biotech Hub	DBT	2012 365	497000
S.S. College	Seminar	UGC	2016 02	60000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

The college established its linkage with Monobina Industries and Udyog Kuthir on 2/8/ 2016 for skill development and creating Entrepreneurship from among the students of the students.

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

Plan of Action	Achivements/Outcomes
1. To encourage faculty members to take minor major research project	1. The Research Publication Cell of the IQAC has taken keen interest for encouraging the teaching faculty to take up Minor/ Major research project
2. To conduct seminar/ workshop, Symposia every year	2. The college has organized one WORKSHOP on Recent Trends in Basic Science Researches
3.To equip library with more subject related test books & journals	3. At present the library has 19243 numbers of books & 1085 Reference Books & 35 numbers of yearly subscribed journals. Initiative has taken to increase the number of text books through UGC financial assistance.
4. To establish a Digital Library for providing better library facility to the teachers & students	4.The Plan & Estimate for the same has been placed before the authority for final approval
6. To take initiative for starting language lab for providing better teaching learning process.	6. With the financial aid of the RUSA , the college has started process for installation of a Digital Language Laboratory for the benefit of the students and the teachers.
7. To take initiative for the development of sports and play field	7.In collaboration with the District Sports Association , the college has submitted DPR for construction of Stadium in the college for providing better sports facility to the students.
8. Short term Certificate Courses to be started in the institution	8. Short term courses (ICT) have been started in collaboration with the Computer Solution , Hailakandi
To start a "Staff Academy" for academic enrichment of the institution	Very shortly The Staff Academy will be started
To start a Finishing School in the institution	Under the initiative of the IQAC, the RUSA has sanctioned 2.50 lakh for establishment of a Finishing School in the institution under its Equity Initiative .
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Body S. S. College, Hailakandi	27-Jan-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	17-Apr-2017
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

S.S. College, Hailakandi has the following mechanism for well-planned curriculum delivery: A. At the very outset of the academic session, departmental meetings are held in every department and classes along with syllabi based topics are distributed among the departmental teachers. B. The Central Routine of the college has been well constructed by the Routine Committee before the starting of the new session. C. The departmental routines are placed before the Principal for Cross Examination and regularity of the class. D. Teachers take their classes as per syllabi and topics and distributed source materials of their lecture. E. Classes are held under the strict supervision of the administration F. The Central Library of the college is very rich. It is the pivot upon which the whole process of teaching learning rested. The Central Library has open access for the students though every department has its departmental library for the benefit of the students. The students have free access to more than 9000 journals through DELCON consortium, Assam University, Silchar. G. The college Library has also Inflibnet facility for the students and teachers H. Various class room teaching methods are practised by the teachers for effective delivery of curriculum: 1. ICT based teaching-learning method 2. Distribution of source material (printed) by the teachers 3. Group discussion among the students in classroom 4. Departmental seminars are organised for students' presentation of papers. 5. Use of various softwares related to teaching learning 6. Use of scientific models and charts by the science teachers 7. Adequate instrumentation facility has been provided to the science students for their practical classes 8. Field works, Project works and Educational tours are regularly organised by the institution in consultation with the administration 9. Seminars, Frontier Lectures, Workshops etc. Are organised by the institution for the benefit of the teachers and the students and exploring the new horizon of studies. 10. Regular Class Test, Mid-Term Unit Test, Assessment in practical classes, Viva-voce are done. Apart from these need based Tutorial Classes are taken by the teachers for the benefit of the slow learners.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
9 (Nine) days Sanskrit Language Learning Course	01/08/2016	19
Tridibosiyo Bangla Banan O Uchharan Kormoshala (Bengali Language Course)	20/08/2016	36
Diploma in Computer Application	01/03/2017	38
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Zoology Honours	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
A. The student feedbacks are collected by the IQAC from the 6th Semester students at the time of their last examination in a random process. Feedback is

received and discussed during Teachers Council Meeting. B. Teachers feedback has been collected by the administration from almost every Teachers Council Meeting and analysed in the Governing Body Meeting for the solutions of the problems and suggestions of the teachers C. As the Teachers Council has been constituted with all teaching non-teaching members of the institution so their feedbacks also been collected in the same way and their problems have been redressed. D. Alumni suggestions have been collected frequently and the principal raised their suggestions in the GB meeting and actions have been taken accordingly. Last but not least is the Parent - Teacher Meet where from parents and guardians feedbacks are collected for placing before the Governing Body.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	300	348	297
BSc	Science	250	294	239
BCom	Commerce	50	56	42

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1238	0	47	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
49	45	4	2	2	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Yes! Students mentoring system is available in the institution. Various efforts have been taken to make learning more students centric. The learning is made more participating and problem solving by organizing activities like Group discussion, Field survey/visit, Seminars, Debate, Project writing, Hands on Training etc. Several departments take ICT enabled classes to make learning more interesting and interactive. To enhance the learning experience of the students the college undertakes the method of mentoring students with a view to minimizing drop-outs through personal counselling. The faculty members used to sit together at least once a fortnight to find out the problems relating to teaching learning and solving the same. The faculty members take care of the slow learners and advance learners very effectively and even asked the students to share their mail

address and Whatsapp for establishing personal relationship with the students so that the students have no need to face any awkward situation even in his personal life .

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1238	47	1 : 26

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
50	47	3	0	24

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	Semester	18/05/2017	27/07/2017
BCom	BCom	Semester	18/05/2017	27/07/2017
BSc	BSc	Semester	18/05/2017	27/07/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Apart from the Unit Test, the college introduced class test, general discussion over the topic, group discussion, internal seminar for better performance of the students in the final examination

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

The academic calendar of the institution is designed and framed by the affiliating university and approved by the Academic Council of the Affiliating university i.e. Assam University, Silchar. The academic calendar of the institution is framed by the university and the college meticulously follows the academic calendar with its true spirit. The faculty members are responsible for preparing their teaching materials as per syllabus and academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<http://www.sscollegekd.ac.in/NAAC/Criteria%20Document/2.6.1/201617.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	ARTS	139	68	48.92
B.Sc.	BSc	SCIENCE	85	56	65.88
B.Com	BCom	COMMERCE	23	13	56.50
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2.7 – Student Satisfaction Survey

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

<https://sscollegekd.ac.in/NAAC/Criteria%20Document/2016-17/2.7.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
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No Data Entered/Not Applicable !!!

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Physics	1	Nil
International	Physics	8	Nil
International	Economics	1	Nil

[View File](#)

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

Department	Number of Publication
Philosophy	2
Pol Science	1
Persian	2

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A comparative study of the vibrational spectra of HCN in exact vibron model and in mean field approximation	Rupam Sen	Canadian Journal of Physics	2017	1	S. S. College	1
Theoretical Vibrational Spectra of Carbon Fullerenes	Rupam Sen	Polycyclic Aromatic Compounds	2017	0	S. S. College	0
A study of the stretching vibrational spectra of fullerene dimers c60o and	Rupam Sen	Optoelectronics and Advanced Materials, Rapid Communications	2016	0	S. S. College	0

c60o2 by u(2) lie algebra						
Vibrational spectral analysis of some isotopic species of hydrogen sulphide, hydrogen selenide and water using the U(4) algebraic model	Rupam Sen	Indian Journal of Pure and Applied Physics	2016	2	S. S. College	2
Vibrational spectral analysis of some isotopic species of hydrogen sulphide, hydrogen selenide and water using the U(4) algebraic model	Ashim Kalyan	Indian Journal of Pure and Applied Physics	2016	2	S. S. College	2
Vibrational spectral analysis of some isotopic species of hydrogen sulphide, hydrogen selenide and water using the U(4) algebraic model	Subha Gaurab Roy	Indian Journal of Pure and Applied Physics	2016	2	S. S. College	2
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations	Institutional affiliation as
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					excluding self citation	mentioned in the publication
A comparative study of the vibrational spectra of HCN in exact vibron model and in mean field approximation	Rupam Sen	Canadian Journal of Physics	2017	6	1	S. S. College
Theoretical Vibrational Spectra of Carbon Fullerenes	Rupam Sen	Polycyclic Aromatic Compounds	2017	6	0	S. S. College
A study of the stretching vibrational spectra of fullerene dimers C_{60} and $C_{60}O_2$ by $U(2)$ Lie algebra	Rupam Sen	Optoelectronics and Advanced Materials, Rapid Communications	2016	6	0	S. S. College
Vibrational spectral analysis of some isotopic species of hydrogen sulphide, hydrogen selenide and water using the $U(4)$ algebraic model	Rupam Sen	Indian Journal of Pure and Applied Physics	2016	6	2	S. S. College
Vibrational spectral analysis of some isotopic species of	Ashim Kalyan	Indian Journal of Pure and Applied Physics	2016	6	2	S. S. College

hydrogen sulphide, hydrogen selenide and water using the U(4) algebraic model						
Vibrational spectral analysis of some isotopic species of hydrogen sulphide, hydrogen selenide and water using the U(4) algebraic model	Subha Gaurab Roy	Indian Journal of Pure and Applied Physics	2016	4	2	S. S. College
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	11	1	6
Presented papers	1	8	0	0
Resource persons	0	0	0	1
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
National Children Science Congress	ASTEC Assam Science Society	2	76
Disaster Management	DDMA(Hailakandi) NSS, S.S. College	7	35
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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Independence Day Parade	Award Received by the NCC Unit of the college	District Administration, Hailakandi	21
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Science Exhibition Programme	S.S. College	Department of Botany	2	41
26th January	NCC NSS	Parade and Cultural Prog	5	72
11th Feb	S. S. College	Vitya Saksharata Abhiyan	3	43
24th March	NSS S. S. College	Tribal Cultural Programme	6	83
19th May	NSS S. S. College	Bhasha Sahid Dibos	2	58
22th May	NSS S. S. College	Health Camp	2	58
15th August	NCC NSS	Parade and Cultural Prog	5	85
21st June	NSS	International Yoga Day	10	40
10th May Observation of Painchishe Baishak Baishe Sraban	Women Cell Cultural Cell-IQAC	Cultural Activity	15	75
Social Meet	Sports Cell Cultural Cell	Sports Cultural activity	40	125
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry	Duration From	Duration To	Participant
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		/research lab with contact details			
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
89	89

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Null	Partially	Null	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19243	1700889	105	26079	19348	1726968
Reference Books	1085	184769	113	21004	1198	205773
e-Books	3135000	5750	0	0	3135000	5750
e-Journals	6000	0	0	0	6000	0
CD & Video	20	2000	0	0	20	2000
Others(s pecify)	6	11740	6	19013	12	30753

Journals	35	23797	0	0	35	23797
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	80	2	1	2	1	3	14	8	0
Added	5	0	0	0	0	1	0	0	0
Total	85	2	1	2	1	4	14	8	0

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

8 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
350000	302896	3200000	3193988

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The physical, academic and support facilities are maintained through various committees like Construction committee, Purchase committee and Library committee formed with the members of the faculty and the office. The construction committee looks after the preparation of planned estimate of different infrastructural grants of RUSA, UGC and execution of the works, repairing works and maintenance of building like classrooms, Sports complex, boundary walls etc. However, all the purchase relating to construction or office work or maintenance of computers etc. have been done under strict supervision of the purchase committee. The committee looks after the call of

tenders, preparation of CS, acceptance of bidders and then making necessary purchase. The President of the Governing body is also the member of the purchase committee and the construction committee and everything is done with utmost care. The college also submits utilization to the respective funding agencies on time. In this process the college maintains the transparency and the sanctity of the institution.

<http://sscollegehkd.ac.in/NAAC/Criteria%20Document/2016-17/442.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Aid Fund	80	82000
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

No Data Entered/Not Applicable !!!

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	10	BA (Honours)	Bengali	Assam University, Silchar	MA
2017	7	BSc (Honours)	Botany	Assam University, Dibrugarh University	MSc
2017	2	BSc (Honours)	Chemistry	Gauhatai University, Dibrugarh University	MSc
2017	9	BSc (Honours)	Zoology	Assam University & Bengalure University	MSc, MBA
2017	3	BA (Honours)	Economics	Assam University	MA
2017	7	BA (Honours)	English	Assam University, Gauhati University	MA
2017	2	BSc (Honours)	Mathematics	Assam University, Silchar	MSc
2017	4	BA (Honours)	Persian	Aligarh Muslim University	MA
2017	8	BSc (Honours)	Physics	Assam University, Silchar	MSc
2017	2	BA (Honours)	Political Science	Assam University, Silchar	MA

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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Social Meet	Institutional	323
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council has been working round the year for the betterment of the students. They are involved with the academic and administrative activities of the college in several ways: A. Organising Fresher's welcome for the entry level students. B. Organising Social Meet (Cultural) in the institution. C. Organising Social Meet (Sports) in the institution. D. Organising College 'Safai Abhijan'. E. Organising Id Festival. F. Organising Saraswati Puja. G. Published their own magazine PARIKRAMA. H. Organising Teachers' Day (5th September) centrally in the college I. The students Union involved themselves in other college affairs like celebration of Rabindra Jayanti, Baishe Sraban, Birth Day of Mahatma Gandhi, Sanskrit Divas, Foundation Day Celebration, Observance of Mther Language Day, Inter College Competition etc. OTHER ACTIVITIES: A. Providing list of Financial Backward Students for providing College Aid B. The Council has its representative in the Steering Committee of the IQAC to monitor the development of the college work closely. C. The Council has its representative in the Construction Committee of the Institution to look after the construction work of the college. D. Students Council has its representative in Anti Ragging Committee of the institution. The Council has its representative even in the RUSA Committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college has different statutory Sub-committees comprising of

representatives from the stakeholders of the institution for the smooth and fair functioning of the administrative works. The IQAC has different Sub-committees for coordinating academic and administrative activities of the college and implementing the decisions of the Governing Body of the college.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	<ul style="list-style-type: none"> • Wide access to internet facility to inculcate online learning materials • Wide access to ICT for better teaching-learning • Wide range of e-journals and e-resources for carrying out project works • Learning through Field work, Industry visit • Learning through Seminars/ Workshops and arrangement of Frontier lectures by the eminent scholars
Examination and Evaluation	All traditional examinations are taken and examinations papers are evaluated by the teachers.
Research and Development	<p>(i) Established Research Publication Cell for Research Development. (ii) Leave sanctioned for IPP Examination. (iii) Research and Development -</p> <ul style="list-style-type: none"> • Encouraged to publish Research Papers. • The college has Research Publication Cell • The college publishes one Peer Reviewed Research Journal- PURSUIT • The college motivates the teaching faculty for pursuing MRP/Minor Research Project and for publishing Research papers in referred journals with high impact factor. • The college encourages teachers to explores all funding agencies(ICSSR/DBT/UGC/DST/ IUCAA etc.) for arranging seminars/ Workshops etc and submission of papers in different seminars/ workshops etc • Exhibits the publication of research work of the faculty in the college library for encouraging other teachers • Encouraging the faculty to finish PhD • Encouraging the faculty to submit paper in the International Seminar/Workshops
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • E Journals subscribed under NLIST Inflibnet/DELCON (AU) • Provision for Wi-fi facility within the campus , especially in the Central Library for effective learning • Provision for access to e-journals • Provision of ICT in the library for better search of

	<p>resource materials by the teachers and the students • Procurement of more equipments , teaching Aids and Books • Procurement of Laptops for all the teachers under the scheme of the UGC • Provision for construction of class rooms • Provision for establishing Digital Library under the Scheme of RUSA • Provision for establishment of a Language Laboratory under Equity scheme</p> <ul style="list-style-type: none"> • Provision for establishment of Digital classrooms • Provision for establishing ICT based Departments
Human Resource Management	<p>–(i) Initiative has been taken for developing Human Resource Management system.</p> <ul style="list-style-type: none"> o Encouraging the faculty members to participate in Refresher and Orientation Courses o Arrangements of Soft Skill Development Programmes for the non-teaching staff by the college Computer centre o Disaster Management Programme organised by the institution along with Disaster Management cell of the Govt o Self Appraisal of the Teachers o Maintenance of Grievance Redressal Cell, Anti-Ragging Cell, Sexual Harassment Cell • The Health Cell of the IQAC facilitate the 'Rapid Health Service' to the needy students and the teachers and executing Blood Donation Camp every year in the institution
Industry Interaction / Collaboration	<p>Industry interaction /collaboration is made as per course necessity. College maintains regular interaction with a number of Industry Houses like Khan Fish Firming ,Nilambazar, Pratyaksha Agro-tech Pvt. Ltd, Duarbond, Monobina Industry Udyog Kuthir, Hailakandi</p>
Admission of Students	<ul style="list-style-type: none"> • Admission of students are made as per Govt. Norms. • Roster system is followed during the process of administration • Admission is made on the basis of Government norms o The Roster System is maintained strictly throughout the process of admission
Curriculum Development	<p>Curriculums are developed through:</p> <ul style="list-style-type: none"> • Field visit/ Project work • Submission of papers on the basis of the field visits/Project works • Membership in Board of Under Graduate Studies of affiliating University • Membership in Board of Post Graduate Studies of affiliating University

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

E-governance area	Details
Planning and Development	Information are disseminated through web notice board
Administration	<ul style="list-style-type: none"> • Display of the Notice through Display Board both for the students and the teachers • Regular exercise of e-tendering through college web portal • Regular exercise of PFMS portal to upload expenditure related to Govt. Fund • Initiative taken to start Barcode system in the library
Finance and Accounts	<ul style="list-style-type: none"> • Fully Computerised • Maintenance of the college account through college automation Software • Reception of salary through Bank
Student Admission and Support	<ul style="list-style-type: none"> • Planned to implement CBCS by the affiliated university • Student Database manually maintained

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Nil	Soft Skill Development Programme for the Non-teaching staff	09/02/2017	11/02/2017	Nil	20
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

Refresher Course	2	02/01/2017	21/01/2017	21
Refresher Course	1	01/12/2016	21/12/2016	21
Orientation Programme	1	19/10/2016	15/11/2018	28
Orientation Programme	1	25/07/2016	19/08/2016	28
Refresher Course	2	22/03/2017	11/04/2017	21
Short Term Course	1	24/10/2016	30/10/2016	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	0	0	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI Cooperative (Teaching)	GSLI Cooperative (Non-teaching)	Students Aid Fund and Accidental Insurance

6.4 – Financial Management and Resource Mobilization

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

The Audit of the college is conducted by the Government and the Internal Audit has been conducted by the internal auditor Mr. Prasenjit Bhattacharjee.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	IQAC
Administrative	No	Null	Yes	Governing Body of the college

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

Provided valuable suggestions for the development of the institution
 Highlighted the weakness of the departments and the institution for
 rectification Selected/Elected Guardian representatives from the parent/
 guardians to the Governing Body (Highest Body) for ventilating the desire of
 the society and participating in the academic and administrative activities.

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

1.The college support staff was trained with Talley 2. Computer Training for
 the office staff 3. Computer (Desk Top) has been provided for the support staff

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

1. Faculty members are encouraged to take MRP 2. To conduct seminar/ Workshop
 etc. 3. To equip library with more textbooks and journals

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	INVITED LECTURE ON GST	07/11/2016	07/11/2016	07/11/2016	85
2016	Workshop on Bengali spelling	20/08/2016	20/08/2016	22/08/2016	53

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

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

Solar power : 100W Power required: 40KW Fulfilled by the renewable energy: 24KW

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	No	0

Braille Software/facilities	No	0
Rest Rooms	Yes	50
Scribes for examination	Yes	15
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	Nil	1	07/02/2017	2	Training on Disaster Management	Natural Calamity	10
2017	Nil	1	11/02/2017	1	Workshop on Vitya Saksharata Abhiyan	Literacy on Finance	24
2017	Nil	1	20/03/2017	1	Barak Valley Tribal Students Socio-Cultural Meet	Tribal Culture	54
2017	Nil	1	22/05/2017	1	Health Check Up Camp	Public Health	16
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus/ Academic Diary for students	18/05/2016	A code of conduct for students is illustrated in the Prospectus which should be obliged by the students. Provision of punishment is also included for those not obeying the code of

A handbook containing Code of conduct for other stakeholders	08/08/2016	conduct A code of conduct for all stakeholders other than students is illustrated in the document which should be obliged by the stakeholders. Provision of punishment is also included for those not obeying the code of conduct
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Rabindra Jayanti	09/05/2017	09/05/2017	24
Bhasa Shahid Divas	19/05/2017	19/05/2017	36
International Yoga Day	21/06/2017	21/06/2017	36
No file uploaded.			

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

100 KW Solar Plant
Use of Organic Fertilizer
Use of LED Lights
Plantation of Trees
No use of fuelled machine/automobile

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link Best Practice I Tobacco Free Zone: Intoxication is a curse to the society and thus with dexterous effort by the teachers and the students the college is made 'Tobacco Free' through continuous interaction with the students and at present NSS/NCC cadets along with the stakeholders remained vigilant all throughout the year to monitor and maintain the achieved goal. Best Practice II Year Long Swachha Bharat Abhijan: As directed by the Govt. of India and the effort made by the State Government , the college took all possible steps in regard to the cleanliness of the institution and with this motto, the Plastic Free Environment is provided within the college campus (Except some Plastic Chairs for cost cutting).</p>
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<p>Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link</p> <p>http://www.sscollegehkd.ac.in/NAAC/Criteria%20Document/7.2/7.21617.pdf</p>

7.3 – Institutional Distinctiveness

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

The National Service Scheme of S.S. College, Hailakandi Unit is a pride of the
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institution. It is a responsive and continuously evolving organization which is guided by certain values and commitment in line with the vision and mission of the institution. • The unit nourishes patriotic commitment by encouraging contribution to our nation building • Along with the Health Cell-IQAC , the unit took part in the Blood Donation Camp within and without the campus • The unit of the institution used to take part in the Health Camp and Youth Camp arranged by the NYK • The NSS unit of the institution celebrates World Environment Day every year on 1st January16 • The NSS volunteers took part in National Integration Day on 19th Nov 2015 • The NSS volunteers also take part in the Year Long Swachha Bharat Abhijan • The volunteers also take part in yearlong Anti-Tobacco Campaign, Maintaining Plastic Free campus of the institution • The NSS volunteers of the institution take part in Government sponsored programmes like Good Governance Day, National Youth day, Gandhi Jayanti. • The volunteers also take part in the Independence Day Celebration and the Republic Day celebration for imparting a sense of understanding of our national values in the hearts of the YOUTHS

Provide the weblink of the institution

<http://www.sscollegekd.ac.in/NAAC/Criteria%20Document/7.3/dis1617.pdf>

8.Future Plans of Actions for Next Academic Year

The institution has developed some future plan of action like: A. To conduct seminar workshops B. To complete the work of the Language Laboratory C. To develop the infrastructure of the institution D. To establish the setup of the Finishing School E. To start the Staff Academy F. To raise the infrastructure of the Digital Library G. To encourage faculty members for Minor Major Research Projects