



Yearly Status Report - 2018-2019

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
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%202017-18.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
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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
Feedback from all stake holders	12-May-2019 01	70
Regular IQAC Meetings	24-Dec-2018 01	11
Regular IQAC Meetings	15-Feb-2019	31

[View File](#)**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Departments of Bengali & Zoology	Minor Reasearch Project	UGC	2019 365	53000
S.S. College	Infrastructure Grant	RUSA	2018 365	148989
S.S. College	Out Reach Programme by College in Rural School	ASTEC	2018 365	116000

[View File](#)

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)**10. Number of IQAC meetings held during the year :**

2

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

Library being the most prominent part of teaching learning process, the institution increased 2474 Number of text and reference books for the benefit of the students and the faculty members of the institution.

[View File](#)**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
2. To conduct seminar/ workshop, Symposia every year	2. The college organized two seminars on Mohasweta Devi & Folk Culture and one important guest lecturer
1. To encourage faculty members to take minor major research project pursue works (Ph.D)	1. The Research Publication Cell of the IQAC has taken keen interest for encouraging the teaching faculty to take up Minor/ Major research project and start their Ph.D works who have not done yet.
10. To establish a Finishing School in the institution	10. Finishing School was established for providing training to the students for personality development and extending the scope of employment.
9. To take initiative for the development of infrastructure of the institution	9. The work for renovation and new construction under RUSA has been started.
8. .To start a Staff Academy for Language enrichment activities and academic development of the institution.	8. To enhance Staff Academy programme for academic enrichment of the institution, the college has taken initiative to encourage the teachers to deliver interdisciplinary lectures for widening the knowledge base of the faculty members.
7. To take initiative for the development of sports and play field	7. In collaboration with the Director Sports Association (CHIEF MINISTER SAMAGRA GRAMYA UNNAYAN YOJANA) the college has submitted DPR for construction of Football Field in the college Land for providing better sports facility to the students and 20 lac was sanctioned by the Govt for materializing the same.
6. To take initiative for starting language lab for providing better teaching learning process.	6. The Language lab was started with the software provided by the company which was selected by the RUSA.
5. To train students in communication and soft skill	5. The college has collaborative ICT centre and 16 students got Diploma in the last session.
4. To establish a Digital Library for providing better library facility to the teachers & students	4 The Digital library work is almost finished and it will be opened within a short while for providing better facility to the students.
3.To equip library with more subject related test books & journals	3. At present the library has 19931 numbers of books & 1442 Reference Books along with 35 numbers of yearly subscribed journals. Initiative has taken to increase the number of text books through UGC financial assistance.

[View File](#)

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Governing Body, S. S. College, Hailakandi</td> <td>27-Jan-2022</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing Body, S. S. College, Hailakandi	27-Jan-2022
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				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	30-Apr-2019				
17. Does the Institution have Management Information System ?	No				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

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 Infilibnet 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
BA	Bachelor of Arts	21/05/2018
BCom	Bachelor of Commerce	21/05/2018
BSc	Bachelor of Science	21/05/2018

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	BOTANY HONOURS	16
View File		

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	550	597	501
BCom	Commerce	300	212	281
BSc	Science	200	337	102
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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
2018	1718	0	44	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	Numberof smart classrooms	E-resources and techniques used
49	41	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
1718	44	1:39

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	44	6	0	23

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	19/06/2019	21/08/2019
BSc	BSc	Semester	19/06/2019	21/08/2019
BCom	BCom	Semester	19/06/2019	21/08/2019
View File				

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.sscollegehkd.ac.in//NAAC/Criteria%20Document/2.6.1/201819.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	145	95	65.51
B.Sc.	BSc	SCIENCE	111	62	55.85
BCom	BCom	COMMERCE	22	11	50.00

[View File](#)

2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

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
Minor Projects	730	UGC	1.15	0.53

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 !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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
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)
International	Botany	2	5.46
International	Zoology	1	Null
National	Zoology	1	Null
National	Bengali	2	6.28
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
Botany	2
Philosophy	1
Economics	1
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
The vibrational spectra of carbon dioxide and nitrous oxide: A Lie algebraic study	Rupam Sen	Canadian Journal of Physics	2018	1	S. S. College	1
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 excluding self citation	Institutional affiliation as mentioned in the publication
The vibr	Rupam	Canadian	2018	6	1	S. S.

ational spectra of carbon dioxide and nitrous oxide: A Lie algebraic study	Sen	Journal of Physics				College
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	16	3	0
Presented papers	0	13	0	0
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	6	122
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Independence Day Parade	Award Received by the NCC Unit of the college	Distrcit Administration	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 activites	Number of students participated in such activites
26th January	NCC NSS	Parade and Cultural Prog	5	75
15th August	NCC NSS	Parade and Cultural Prog	5	80
Pariksha Pe Charcha	S.S. College	Student's Better Educational Performance	5	80

Youth Parliament Festival	S. S. College	Student Empowerment	12	35
International Women's Day	Women Cell-IQAC	Women Empowerment	5	25
International Yoga Day	NSS	Yoga Practice	12	35
Voters Day	NSS	Awareness Prog	3	21
Workshop on Tobacco Control	NSS	Awareness Prog	3	30
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
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 /research lab with contact details	Duration From	Duration To	Participant
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
10445125	10445125

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing

Laboratories	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
No file uploaded.	

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
ExaLib	Partially	2.10.97	2005

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19931	1842316	2118	1004819	22049	2847135
Reference Books	1442	306535	356	211788	1798	518323
e-Books	3135000	5900	0	0	3135000	5900
Journals	28	22864	0	0	28	22864
e-Journals	6000	0	0	0	6000	0
Digital Database	1	13570	0	0	1	13570
CD & Video	36	1000	0	0	36	1000
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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	85	2	1	2	0	4	14	8	0
Added	30	0	0	0	0	2	0	0	0
Total	115	2	1	2	0	6	14	8	0

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

88 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
800000	796044	15000000	14324583

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 outmost 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://sscollegekd.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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	POST MARTIC SCHOLARSHIP	176	Nill
b) International	Nill	Nill	Nill
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

Finishing School	01/08/2018	50	RUSA
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 !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	13	BCom	Commerce	Assam University, Gauhati University	MCom
2019	20	BA	Bengali	Assam University	MA
2019	7	BA	Economics	Assam University, Gauhati University	MA
2019	8	BA	English	Assam University, Gauhati University	MA
2019	2	BA	History	Assam University	MA
2019	14	BA	Persian	Aligarh	MA

				Muslim University	
2019	2	BSc	Mathematics	Assam University, Silchar	MSc
2019	2	BSc	Statistics	Assam University, Silchar	MSc
2019	8	BSc	Zoology	Assam University, Silchar	MSc
View File					

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 !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Social Meet	Institution	426
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

The Students' 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. The student Council has its representative in the Anti Ragging Committee. 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
Curriculum Development	<ul style="list-style-type: none">• Curriculums are developed through:<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
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 explore 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	<p>i) Online e Journals subscribed under NLIST InFLIBnet/DELCON (AU)</p> <ul style="list-style-type: none"> • 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 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 • 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"> • Encouraging the faculty members to participate in Refresher and Orientation Courses • Arrangements of Soft Skill Development Programmes for the non-teaching staff by the college Computer centre • Disaster Management Programme organised by the institution along with Disaster Management cell of the Govt • Self Appraisal of the Teachers • 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	<ul style="list-style-type: none"> Industry interaction /collaboration is made as per course necessity. College maintains regular interaction with a number of Industry Houses like Khan Fish Farming ,Nilambazar, Pratyaksha Agro-tech Pvt. Ltd, Duarbond, Monobina Industry Udyog Kuthir, Hailakandi
Admission of Students	(i) Admission of students are made as per Govt. Norms. (ii) Roster system is followed during the process of administration • Admission is made on the basis of Government norms ? The Roster System is maintained strictly throughout the process of admission

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 Self Made Software Reception of salary through Bank
Student Admission and Support	<ul style="list-style-type: none"> CBCS is being implemented by the affiliating University. Student database manually maintained
Examination	Online systems of submission of examination fees, forms etc. started by the institution. Examination related information are disseminated to the students through web portal and bulk SMS.

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	Name of the professional body for	Amount of support

		for which financial support provided	which membership fee is provided	
No Data Entered/Not Applicable !!!				
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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)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programmes	1	14/05/2019	18/05/2019	5
Orientation Course	1	06/02/2019	07/03/2019	28
Short Term Course	12	14/12/2018	20/12/2018	7
Short Term Course	1	25/07/2018	31/07/2018	7
Short Term Course	1	22/10/2018	27/10/2018	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
0	2	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GSLI Cooperative (Teaching)	GSLI Cooperative (Non-teaching)	Students Aid Fund/ 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 !!!		
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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	Nil	Yes	IQAC
Administrative	No	Nil	Yes	Governing Body, S. S. College, Hailakandi

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

• Provided valuable suggestions for the development of the institution • All the Parents are requested to visit the institution frequently and express their problems before the teachers, if any. • Selected/Elected Guardian representatives from the parent/ guardians to the Governing Body.

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

1. Several counters are created in the office for methodical approach between the students and the support staffs 2. Online UPS was installed in the office as per office requirement 3. Full network connection was installed in the office

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

1. Establishment of Digital library 2. The college infrastructure was developed 3. Initiative has been taken for running water system within the campus and small aqua guards are installed for drinking water .

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
2018	National Seminar on MAHASWETA DEBI : LIFE AND	19/11/2018	19/11/2018	20/11/2018	63

	LITERATURE				
2018	ENVIRONMENTAL STUDIES : An Interdisciplinary Approach	14/12/2018	14/12/2018	20/12/2018	25
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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
International Women's Day Celebration (District Level along with District Administration, Hailakandi.	08/03/2019	08/03/2019	300	100

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
Renewable energy sources: 100kW Power required: 40KW Fulfilled by the renewable energy: 18 KW

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	30
Scribes for examination	Yes	20
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages	Number of initiatives taken to engage with and	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	and disadvantages	contribute to local community					
2019	Nil	1	23/02/2019	1	Workshop on Tobacco Control (Participation in Cachar Cancer Hospital, Silchar	Public Health	10
2019	Nil	1	25/03/2019	1	Competitions on Voters' Awareness	Socio-political	15
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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	21/05/2018	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 conduct.
A handbook containing Code of conduct for other stakeholders	13/08/2018	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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Live telecast of 'Pariksha Pe Charcha' by Prime Minister	29/01/2019	29/01/2019	74
National Youth Parliament Festival	25/05/2019	25/05/2019	86
International Yoga Day	21/06/2019	21/06/2019	56
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Use of LED Lights

Plantation of Trees

No use of fuelled machine/automobile

100 KW Solar Plant

Use of Organic Fertilizer

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I Respect for Culture: The students of S.S. College, Hailakandi are asked to celebrate all occasions that strengthened mutual harmony by spreading positive energy. Students are encouraged to perform cultural activities, write poetry, draw paintings and celebrate important days like birthday of Tagore, Swami Vivekananda, Celebration of 15th August and 26th January, Observance of Teachers Day, International Women's Day, International Mother Language Day, World Environment Day etc. Students are also encouraged to participate in the community works and to show respect for the octogenarians who fought for the well being of the nation. The students of the institution thus develop a sense of responsibility.

Best Practice II Women Empowerment: The Women cell of the IQAC is very conscious to play its role for the empowerment of women within and without the campus area of the college. It is a pride of the institution. It encourages the women to participate in all the functions of the institution and even went to the length of providing and expanding the scope of self employment .

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

<http://www.sscollegekd.ac.in//NAAC/Criteria%20Document/7.2/7.21819.pdf>

7.3 – Institutional Distinctiveness

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

In keeping with the space of our institutional vision and mission, the institution has given priority to the education of unprivileged women to empower them within the orbit of the society. For this, there is a strong Women Cell run under the IQAC:

- The unit nourishes patriotic commitment by encouraging contribution to our nation building
- The women cell observes women's Day every year and provide aid to the women of the adopted village
- The Women cell is very active in observing all the Days of importance.
- The women cell organised short term crash courses for expanding scope of self-employment
- The women cell along with the NSS volunteers took part in the Year Long Swachha Bharat Abhijan
- The women cell is active in maintaining Anti-Tobacco Campaign, and Plastic Free campus of the institution

Provide the weblink of the institution

<http://www.sscollegekd.ac.in//NAAC/Criteria%20Document/7.3/dis1819.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 start the Staff Academy E. To raise the infrastructure of the Digital Library F. To encourage faculty members for Minor Major Research Projects

