

The Annual Quality Assurance Report (AQAR) of the IQAC

2016-2017

SADIYA COLLEGE, SADIYA, ASSAM

Part – A

I. Details of the Institution

1.1 Name of the Institution

SADIYA COLLEGE

1.2 Address Line 1

CHAPAKHOWA

Address Line 2

CHAPAKHOWA

City/Town

TINSUKIA

State

ASSAM

Pin Code

786157

Institution e-mail address

sadiyacollegeprincipal@gmail.com

Contact Nos.

9435410837

Name of the Head of the Institution:

Dr. Haragobinda Borkakoty

Tel. No. with STD Code:

03756 - 244122

Mobile:

+919435410837

Name of the IQAC Co-ordinator:

Dr. Karunakar Panda

Mobile:

+919706754176

IQAC e-mail address:

iqacsadiyacollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879):

ASCOGN12658

1.4 NAAC Executive Committee No. & Date:

EC/38/146 dated 02/02/2006

1.5 Website address:

www.sadiyacollege.org.in

Web-link of the AQAR:

www.sadiyacollege.org.in/aqar

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C+	61.50	2006	5 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

19/03/2007

1.8 AQAR for the year (for example 2010-11)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR _____ submitted to NAAC on _____
- ii. AQAR 2014-2015 submitted to NAAC on 31.12.2018
- iii. AQAR 2015-2016 submitted to NAAC on 31.12.2018
- iv. AQAR 2016-2017 submitted to NAAC on 31.12.2018

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input checked="" type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐
Others (Specify)

- BPP and BA courses under KKHSOU, Guwahati, Assam.
- D.El.Ed. courses under KKHSOU, Guwahati, Assam.

1.12 Name of the Affiliating University (*for the Colleges*)

Dibrugarh University, Dibrugarh,
Assam

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University ☐ NO

University with Potential for Excellence ☐ NO UGC-CPE ☐ NO

DST Star Scheme ☐ NO UGC-CE ☐ NO

UGC-Special Assistance Programme ☐ NO DST-FIST ☐ NO

UGC-Innovative PG programmes ☐ NO Any other (*Specify*) ☐ Nil

UGC-COP Programmes ☐ NIL

2. IQAC Composition and Activities

2.1 No. of Teachers	05
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	NIL
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	Nil
2.9 Total No. of members	10
2.10 No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders:

No.	09	Faculty	04
Non-Teaching Staff	04	Students	01
Others			

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	<input type="text"/>	International	<input type="text"/>	National	<input type="text"/>	State	01	Institution Level	<input type="text"/>
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(ii) Themes

Choice Based Credit System: In Indian Universitys Scope and Challenges

2.14 Significant Activities and contributions made by IQAC

The IQAC has taken significant steps towards quality enhancement and development of the college. These are enumerated as: -

Heart care programme is organized.

Youth inspirational programme and awareness on enrollment of young voters are organized

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year is as follows:

Plan of Action	Achievement
i. To Release Rs. 25,000/- for conducting a workshop on 28/10/16 in collaboration with ACTA	i. Rs. 25,000/- released for conducting a workshop on 28/10/16 in collaboration with ACTA
ii. To start computer Education	ii. Computer Education Stated
iii. To conduct Joint meeting with staff	iii. Joint meeting
iv. To construct Examination Hall	iii. Construction work of Examination room is started
v. To utilize the UGC fund against study tour as a part of students' support as per UGC guidelines from 05/02/17 to 19/02/17	v. UGC fund against study tour is utilized. The students of our college went to Odisha and West Bengal as a part of Study tour and attended Swachha Bharat Programme and Assam and Odisha Cultural Exchange programme in Paikasta, Balasore, Odisha respectively. The students also visited DRDO, PXE, Chandipur and DRDO ITR Chandipur, Balasore, Odisha.
vi. To encourage research work and take necessary steps for promotion of Dr. H.G. Borkakoty	vi. Research Book is going on steps has already taken for promotion of Dr. H.G. Borkakoty
vii. To construct carshed for parking of cars in the college premises	vii. Carshed for parking of cars is started
viii. To introduce NCC at the earliest. To organize an NSS camp at Shantipur High School from 30/03/17	viii. Introducing NCC is under process and NSS camps are organised from 30/03/17 to 31/03/17
ix. To organize Awareness programme on 28 th Road safety week on 11 th January 2017	ix. Awareness programme is organized on 11/01/2017.
x. To start Yoga Classes from 1 st June 2017	x. Yoga classes held from 1 st June 2017
xi. To take measures to check drop out rate of the students. Awareness camp may be organized in this regard. Remedial classes should be done.	xi. Awareness camp is organized to check dropout rate and remedial classes are taken.
xii. To form green club in the College. And green audit should be done regularly.	xii. Green Club is formed and steps are taken to make the college green.
xiii. To organize workshop on agriculture and horticulture	xiii. We could not organize workshop on Agriculture and Horticulture we are planning to organize in the next session.
xiv. To take steps for beautification of the College	xiv. Steps are taken to beautify the College.
xv. To give more stress on fishery and farming consulting with agriculture Deptt.	xv. Fishery and farming is started consulting with agriculture Deptt. We are getting good response.
xvi. To install more CCTV cameras in the college campus.	xvi. Some CCTV cameras are installed
xvii. To Construct water tank for purified drinking water	xvii. Water tank is Constructed and purified drinking water is provided to the students
xviii. To organize Heart Care Awareness Programme in association with Heart Care Society of Assam on 12 th Sept. 2017	xviii. Heart Care Awareness is organized on 12 th Sept. 2017

xix. To organize Health Awareness Programme and Career guidance camp on 25/05/2017	xix. Health Awareness Programme and career guidance Camp is organized on 25/05/2017
xx. To observe world Environment Day on 5 th June 2017	xx. World Environment day is observed on 5 th June 2017 the saplings enplanted.
xxi. To Organize Awareness Programme organised KKHSOU, Sadiya College in Collaboration with IQAC.	xxi. Awareness Programme Organised by KKHSOU Sadiya College on 29/06/2017
xxii. To organize International Day of Yoga 2017 in Association with Sadiya Civil Administration and Vivekananda Kendra Vidyalaya Sadiya on 21/06/2017	xxvii. International Day of Yoga 2017 is organized on 21/06/2017.
xxiii. To organize Youth Guidance Programme on 24/06/2017 and Youth Inspirational Programme and Awareness on enrolment of young voters on 30/06/2017	xxiii. Youth Guidance Programme is organized on 24/06/2017 and Awareness on enrolment of Young Voters and Youth Inspirational Programme are Organised on 30/06/2017.

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐
 Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

The IQAC meeting held on 29-11-2018 and Sadiya College Governing Body meeting held on 31-12-2018 accepted the AQAR 2014-15 as per revised guideline with effective from 01-01-2014

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	2	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-			
Diploma	-	-	-	-
Certificate	01	-	-	-
Others				
Total	03	-	-	-
Interdisciplinary	-			
Innovative	-			

1.2 (i) Flexibility of the Curriculum: Core /Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni ☒ Parents ☐ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Provided an analysis of the feedback in the Annexure- II (see page – 33)*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Dibrugarh University designs and revises the curriculum

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	20	08	12	-	-

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
08	-	10	02	-	-	-	-	18	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	12	08
Presented papers	0	13	0
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The Students are encouraged to acquire computer knowledge. Frequent class tests are conducted and assignments are given to the students

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

No, University system is followed

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Nil

Nil

Nil

2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	184		05	27	121	83.15%
BSc						
BCom	32		0	11	05	50%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The following measures are taken by IQAC:

- i. IQAC keeps class monitors on preparation of routine, academic calendar, conducting of unit test, session exam. The HODS monitors the classes taken by teachers .

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	01
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	01
Others (Short term Courses)	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	2	0	05
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The faculty members have been encouraged to participate in national and international seminars and publish books, and articles
- The IQAC encourages faculty members to procure Major and Minor
- The IQAC felicitates the teachers who obtains M.Phil., Ph.D. degrees.
- The IQAC encourages faculty members to take up small projects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	01	Nil	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	01	Nil
Non-Peer Review Journals	Nil	01	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	07	Nil

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total				

3.7 No. of books published i) With ISBN No.

Nil

Chapters in Edited Books

Nil

ii) Without ISBN No.

Nil

3.8 No. of University Departments receiving funds from

UGC-SAP

Nil

CAS

Nil

DST-FIST

Nil

DPE

Nil

DBT Scheme/funds

Nil

3.9 For colleges

Autonomy

Nil

CPE

Nil

DBT Star Scheme

Nil

INSPIRE

Nil

CE

Nil

Any Other (specify)

Nil

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

3.12 No. of faculty served as experts, chairpersons or resource persons

Nil

3.13 No. of collaborations

International

Nil

National

Nil

Any other

Nil

3.14 No. of linkages created during this year

Nil

3.15 Total budget for research for current year in lakhs :

From funding agency

Nil

From Management of College

1,50,000

Total

1,50,000

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

Nil

Nil

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

Nil

SRF

Nil

Project Fellows

Nil

Any other

Nil

3.21 No. of students Participated in NSS events:

University level

02

State level

Nil

National level

Nil

International level

Nil

3.22 No. of students participated in NCC events:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.23 No. of Awards won in NSS:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	02	
NCC	Nil	NSS	02	Any other Nil

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The college students participated in Swachha Bharat Abhijan in Paikasta, Balasore, Odisha while they were on study tour.
- The college students participated Assam-Odisha Cultural exchange programme in Balasore, Odisha, while they were on study tour.
- Awareness programme is organized on “28th Road Safety Week” on 11th January 2017.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area		37		
Class rooms	10	08	Remaing Amount of 1,000,000/-	18
Laboratories				
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		i. Interactive Boad promelhen ABO78 2 Nos, ii. VGA Cable power cable 15 mtr. 2 Nos, iii. Mounting kit for the project 2 Nos, iv. Goose mek mike 6Nos, v. Laptop lenovo B 40/80 2Nos.	1,93,000	
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others	10	Bench Desk	3,00,000	

4.2 Computerization of administration and library

Internet access is provided in the library. Internet access is provided to the IQAC room. It is also provided to the teaching and non-teaching staffs.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	2,629	5,32,755.00	Nil	Nil	2,629	5,32,755.00
Reference Books	1,295	7,67,440.00	Nil	Nil	1,295	7,67,440.00
e-Books						
Journals	17	23,304.00	Nil	Nil	17	23,304.00
e-Journals						
Digital Database						
CD & Video						
Others (Magazine)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	24		01			01		
Added	30							
Total	54		01			01		

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- 30 Computers supplied by RUSA
- Internet facility is provided to the library.
- It is also provided to the teaching and non-teaching staffs.

4.6 Amount spent on maintenance in lakhs :

i) ICT

7.93 Lakhs

ii) Campus Infrastructure and facilities

0,51,289

iii) Equipments

0.27400

iv) Others

1.67

Total :

8.98689 Lakh

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The students are informed in freshman social function about their support services. The awareness about student support services has also been enhanced through the college prospectus, notice board and website.

5.2 Efforts made by the institution for tracking the progression

- The College keeps records of all internal and end-semester examination through examination cell in collaboration with IQAC
- It keeps contact with Alumni
- It provides the students with some new facilities to the students for development of co-curricular activities.

5.3 (a) Total Number of students

UG	PG	PhD	Others
Arts-153 Com.-16	Nil	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	69	32%		100	74.3%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
06	03	08	80	Nil	97	23	07	27	112	Nil	169

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The college does not provide systematic coaching for competitive examination. Students are advised to avail the library facility for their preparations free of cost.

5.5 No. of students qualified in these examinations

Nil

NET	Nil	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	Nil

5.6 Details of student counselling and career guidance

The college has career guidance and counseling cell which provides guidance to the students by organizing workshops and seminars time to time.

No. of students benefitted

60

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

Gender Sensitisation cell and women cell organizes programmes related to gender issues

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

Nil

National level

Nil

International level

Nil

No. of students participated in cultural events

State/ University level

04

National level

Nil

International level

Nil

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level

Nil

National level

Nil

International level

Nil

Cultural: State/ University level

Nil

National level

Nil

International level

Nil

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	40	40,000/-
Financial support from government		
Financial support from other sources (DCTU)	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level

Nil

National level

Nil

International level

Nil

Exhibition: State/ University level

Nil

National level

Nil

International level

Nil

5.12 No. of social initiatives undertaken by the students

02

5.13 Major grievances of students (if any) redressed:
Students grievances are redressed time to time.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision:

The College has a vision of imparting quality education It has a vision to create holistic atmosphere for the students to cater to the demands of the global world. It has a vision to enable each and every student to be complete men and women in every sense of term

Our Mission:

- a. Taking advancement of learning thought out the area.
- b. Imparting Higher Secondary Education and Degree Education to students.
- c. Supporting students in receiving education by supplying prescribed books & books on various branches of knowledges in different languages thought the system of college library.
- d. To make the students good citizen through physical excrise by providing alround spots facilities.
- e. To make efficient for taking part in the defence of the motherland by imparting N.C.C. & N.S.S. educations.
- f. To encourage the students in social and cultural co-operation by means of cultural exchange and practice.
- g. To encourage the students for taking part in social welfare activities.
- h. To play principal role in importing women education and adult education.
- i. To involve students in activities like social forestry and social plantation with a view to implementing a balance environment.

6.2 Does the Institution has a management Information System

Notice Board, Group SMS are the Common information systems Notice are circulated among teaching and non-teaching staff as and when required.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development:

The curriculum is designed by Dibrugarh University.

6.3.2 Teaching and Learning:

- Routine is prepared at the beginning of the session.
- Free Internet access provided to teachers.
- The college provides active support to the Deptts. For organizing study tours, group discussion, exchange programmes, as supplementary activities to the syllabi.
- Necessary and up to date teaching materials are provided for continuous improvement of teaching learning activities.

6.3.3 Examination and Evaluation:

The examination committee conducts the Internal and sessional examinations as per University guideline.

The semester examination are held as per the schedule of Dibrugarh University the evaluated scripts are shown to the students for verification

6.3.4 Research and Development:

The college has a congenial atmosphere for research work. The college encourages the teachers to procure minor research projects. Teachers are encouraged to attend Nation/International Seminars/ workshop/conference etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

During this session 2629 text books, 1295 reference books 17 journals and other periodicals have enriched in the our library. Some initiatives are taken for ICT and physical Infrastructure

6.3.6 Human Resource Management:

The IQAC keeps close contact with departments office, library and assess the man power. It also monitors academic activities. The principal holds meeting regularly with the HoDs, all teaching and non-teaching staff for the upliftment of the academic atmosphere of the college.

6.3.7 Faculty and Staff recruitment:

The permanent vacancies are filled as per Government rules and regulations after following the due process of advertisement. Roster system is strictly followed. Recruitment of both teaching and non-teaching (temporary) are done by the college administration as and when required after procuring required approval of the Governing Body.

6.3.8 Industry Interaction / Collaboration:

Some students visit the neighboring industries with teachers time to time.

6.3.9 Admission of Students:

The institution takes steps for wide publicity for admission through notices, prospectus and website etc. admission procedures are followed during the academic session by the admission committee.

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	Government provided free Admission to the BPL students

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes		Yes	Principal IQAC
Administrative	Yes		Yes	Governing Body

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The curriculum/examination reforms were revised and update by the University time to time the college has been running with semester system as per university revised curriculum.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Dibrugarh University has only academic control over its affiliated colleges without financial control. So, it cannot promote autonomy to constituent colleges.

6.11 Activities and support from the Alumni Association

Many Alumni help in organizing different sports and cultural activities.
Alumni also help the college by giving valuable suggestions as and when required.

6.12 Activities and support from the Parent – Teacher Association

Three guardian members of the Governing Body always help in developmental works. Parents give their valuable suggestion time to time. They also participate in the programmes organized by the college authority.

6.13 Development programmes for support staff

The college extends all possible support to teaching staff for their career enhancement. The non-teaching staff are also deputed to attend different training programmes.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The campus development committee and medicinal plant committee undertake plantation drive programme in the college campus in order to make the college eco-friendly and green. The N.S.S. takes active participation in plantation drive programme. The college campus has been declared as “No plastic Zone” by the college authority.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- a. Heart care Awareness programme is organized on 12th September 2017
- b. International day of yoga 2017 is organized on 21-06-2017
- c. Youth inspirational programme and Awareness on enrollment of young voters ate organized on 30-06-2017
- d. The IQAC closely monitors students’ behavior. It tries to explore their problems, hidden talents, and future expectation and provide suggestion accordingly.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Provide the action taken report (ATR) based on the plan of action decided upon at the beginning of the year. The college has achieved in materializing its plan of works which have been mentioned.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

The college regenerates fund through farming and fishery
The students are very much encouraged for farming and fishery.
Some alumni members are encouraged for farming and fishery. Heart care awareness is organized

7.4 Contribution to environmental awareness / protection

The world Environment Day was observed. The saplings have been collected from Forest Deptt. Govt. of Assam and planted in the college campus. Awareness camps are organized on their Environmental issues.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The college has clear vision and mission. Learning atmosphere is conducive for creativity. The admission process is transparent. The N.S.S. Unit is very active. The drop-out rate is still high despite all efforts made. Sri K. C. Phukan retired principal, did not hand over important college documents at the time retirement. The college authority has taken several steps to collect the document but in vain. It entails a lot of problem. The college is situated in tribal belt which is also an insurgency prone area surrounded by Arunachal Pradesh. Hence, there is enough scope for opening some Diploma or certificate courses related these sectors. The college has also opportunities for interact, consultancy with the neighboring state.

The library should be properly digitalized. The college has to take urgent steps to check drop out students, to provide ICT enabled classroom, to organizing more remedial classes.

8. Plans of institution for next year

- Introduction of Swadesh Darshan Course in the next session.
- Opening of college Canteen.
- Installation of ATM counter in the college campus.

Dr. Karunakar Panda



Signature of the Co-ordinator, IQAC

Co-ordinator
IQAC
Sadiya College
Chapakhowa

Dr. Haragobinda Borkakoty



Signature of the Chairperson, IQAC

Principal
Sadiya College
Chapakhowa
