



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

1. Name of the Institution	SADIYA COLLEGE
Name of the head of the Institution	Dr. Bhupen Chutia
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	+917002353772
Mobile no.	9435189532
Registered Email	principalsadiyacollege@gmail.com
Alternate Email	iqacsadiyacollege@gmail.com
Address	Chapakhowa, Sadiya, Tinsukia
City/Town	Chapakhowa
State/UT	Assam
Pincode	786157

#### 2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Karunakar Panda
Phone no/Alternate Phone no.	+919864831211
Mobile no.	9706754176
Registered Email	drkarunakarpanda@gmail.com
Alternate Email	iqacsadiyacollege@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://sadiyacollege.org.in/article/iqac/page_all/all.html">https://sadiyacollege.org.in/article/iqac/page_all/all.html</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://sadiyacollege.org.in/article/NTQ/page_details/downloads.html">https://sadiyacollege.org.in/article/NTQ/page_details/downloads.html</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C+	61.50	2006	02-Feb-2006	01-Feb-2011

<b>6. Date of Establishment of IQAC</b>	19-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
Motivational programme on importance of library in college education	10-Oct-2018 1	100

[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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

**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)**

i. Cleanliness drive at Barjhia village. ii. Health awareness programme on Drugs and its effects. iii. Initiatives to check the dropout rate of the students.

[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
To organize Health awareness programme on drugs and its effects	Organized
To observe International Yoga Day, 2019	Observed
Initiatives to be taken to check dropout rate of students	Achieved
To organize workshop on sericulture	Could not organize
To organize cleanliness programme and	Organized

plantation drive on World Environment Day	
To organize awareness programme on Food and Nutrition	Organized
To open Swadesh Darshan/Adhyan course for H. S. class	Achieved
To organize motivational programme on importance of library in college education	Organized
To organize cleanliness drive at Barjhia village	Organized
Adoption of village and organize various awareness programme	Adopted
<a href="#">View File</a>	

14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Body, Sadiya College	04-Dec-2021

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	06-Dec-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

At the onset of academic session, academic committee convenor of the college presides a general meeting and discusses about the academic plans. The daily class routine for B.A, B.Com and B.Sc programmes is being prepared and the distribution of the course syllabus among the faculty members of the respective departments is accomplished. Accordingly, the Teaching/Lesson Plan is prepared by all the faculties and maintains the Teacher's Class Diary. Group discussions, quiz and class tests are organized to assess the students understanding about the subject/topic taught. In addition, students are given

home assignments. Students are encouraged for various field/excursion programme. To make up the loss classes, faculties used to take extra classes. Students are encouraged to attain the various career orientation programmes/workshops/seminars, etc. organized by various institutions. The IQAC of the college collects feedback from the students at the year-end for the overall improvement of the academics and college campus. Moreover, IQAC conducts the academic audit and monitors the curriculum. For further monitoring the progress of the institution, IQAC conducts academic audit by constituting the external committee.

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

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

Feedback Obtained
The institution has a meticulously designed feedback mechanism. Feedbacks are received from students, teachers and parents on aspects such as curriculum of courses, effectiveness of the content delivery approaches, co-curricular activities, library, canteen, grievance redressal mechanism, drinking water and sanitary system, sports facilities etc. The responses received are then analysed and discussed in relevant committees and proposal/suggestions are forwarded to the Principal/Governing Body of the College for necessary action. The future academic plan is tuned based on these feedback mechanism system.

## 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	Assamese	100	85	62
BA	Economics	60	8	8
BA	History	70	80	63
BA	Political Science	80	50	46
BA	Sociology	70	100	67
BCom	General	100	41	41
<a href="#">View File</a>				

### 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	932	Nil	22	Nil	22

### 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
15	5	88	1	5	1
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Not Available

Number of students enrolled in the institution

Number of fulltime teachers

Mentor : Mentee Ratio

No Data Entered/Not Applicable !!!

## 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
25	22	3	Nill	Nill

### 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
BCom	NA	6th Semester	29/05/2018	14/07/2018
BA	NA	6th Semester	29/05/2018	14/07/2018
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College is adhered to the University rules and regulations. Accordingly, continuous Internal Evaluation System is followed in the College. During a semester two sessional examinations are conducted. In addition students are given home assignment and project works.

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

The college prepares its own academic calendar before the commencement of the academic session in accordance with the Dibrugarh University Academic Calendar. The calendar includes various activities assigned by the university. Apart from the important academic dates and activities, the college calendar also incorporates the various days to be celebrated and/or organized in the college premises for the complete academic year. The calendar is uploaded in the college website at the beginning of the each academic year.

## 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)

[https://sadiyacollege.org.in/article/NTY/page\\_details/igac.html](https://sadiyacollege.org.in/article/NTY/page_details/igac.html)

## 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
Nill	BCom	All B.Com	32	29	90.62
NA	BA	All B.A	254	183	72.04
<a href="#">View File</a>					

## 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://sadiyacollege.org.in/article/NTc/page\\_details/igac.html](https://sadiyacollege.org.in/article/NTc/page_details/igac.html)

## 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
-	-	

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
-	-	-	Nill	-
No file uploaded.				

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

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

### 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
Library	1
<a href="#">View File</a>	

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

### 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
No Data Entered/Not Applicable !!!						
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	Nill	4	1	Nill
<a href="#">View File</a>				

## 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
Health Awareness Programme on 'Drugs its Effects' on 26/06/2019	Dept. of Mental Health, Tinsukia Civil Hospital in association with Anti Drugs Cell, Sadiya College.	1	90
Celebration of International Yoga Day on 21st June, 2019	NSS Unit and Patanjali Yoga Samiti, Sadiya College Unit	2	50

Cleanliness Plantation Drive on the Occasion of World Environment Day on 5th June, 2019	NSS Unit Sadiya College	1	50
Awareness Programme on 'Food Nutrition' on 19/12/2018	Career Counselling Placement Cell, Sadiya College	1	78
Motivational Programme on 'Importance of Library in College Education' on 10th Oct., 2018	Library, Sadiya College in collaboration with IQAC, Sadiya College.	1	100
Cleanliness Drive at Borjia Village. Assistance to Pulse Polio Programme on 30th August, 2018	NSS Unit Sadiya College	1	50
Borjia Village Adopted for a period of 1 year (12/08/2018)	NSS Unit Sadiya College	1	Nil

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

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
Cleanliness Drive at Borjia Village. Assistance to Pulse Polio Programme	NSS Unit, Sadiya College	-	1	50
Cleanliness Plantation Drive on the Occasion of World Environment Day	NSS Unit, Sadiya College	Plantation Drive	1	50
Health Awareness	Dept. of Mental Health,	Health Awareness	1	90

Programme on 'Drugs its Effects'	Tinsukia Civil Hospital in association with Anti Drugs Cell, Sadiya College.			
<a href="#">View File</a>				

### 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
-	-	-	Nill
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
--	-	-	Nill	Nill	-
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
-	Nill	-	Nill
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
3083000	2258137

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully	Version	Year of automation
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software	or partially)		
SOUL 2.0	Partially	2.0	2019

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8469	1723985	Nil	Nil	8469	1723985
Reference Books	3433	1289420	49	25191	3482	1314611
Journals	8	12250	Nil	Nil	8	12250
Others (specify)	17	23304	Nil	Nil	17	23304
<a href="#">View File</a>						

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	47	1	2	0	1	2	0	2	33
Added	0	0	0	0	0	0	0	0	0
Total	47	1	2	0	1	2	0	2	33

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

150 MBPS/ GBPS
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##### 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
1500000	1437564	1000000	508604

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)

The college has established a set of policies to fulfil and upgrade the infrastructural requirements as and when required. Various committees are constituted for the said purpose and to ensure the optimum utilization of the facilities provided. Each committee consists of a chairman, a convenor and other teaching as well as non-teaching staffs of the college. Meetings at regular intervals are conducted by these committees to monitor the maintenance and utilization of physical, academic and support facilities. Classroom facilities:- All the classrooms are properly maintained by trained in-house experts. The classrooms are situated in plastic-free campus and are green classrooms. Most of the classrooms are smart classrooms. Adequate numbers of furniture and equipment are purchased from time to time as per requirement. The electrical appliances are provided and checked whenever required. Additionally, separate rooms are provided for computer laboratory, Principal room, staff room, office room, IQAC room, canteen and auditorium. Laboratory facilities:- A purchase committee is constituted to look after the maintenance and requirements of various laboratory facilities in the college. The students of Science Department are trained with safe laboratory practices. The construction of new laboratory rooms equipped with advanced instrumentation and facilities is underway. Library facilities:- A library committee is constituted for the maintenance of library infrastructure and facilities. Great emphasis has been laid on the purchase of books and journals, as recommended by the departments of the college. All the books are bar-coded and the digitalization of the library is underway. Separate registers are maintained for issuing books to faculties and students. In addition, other facilities such as Xerox and internet connections are available in the library. Newspapers in both Assamese and English languages are available to the readers. Old question papers are well maintained by qualified library staffs and are readily available to the students. Computer facilities:- There are nearly 30 computers in the computer laboratory for use by the students. There is an ICT cell in the college to look after the maintenance of the computers and providing computer facilities to the students. Sports facilities:- The college is well equipped with sports facilities. There is a separate gym in the Sports Department for the use by the faculties and students. Badminton and volleyball courts have been set up for the students and after class hours, the students are allowed to practice the sports in the college campus. Additionally, there is also a cricket pitch in the college campus. Consequently, the college has won medals in different meets.

[https://sadiyacollege.org.in/article/NTg/page\\_details/iqac.html](https://sadiyacollege.org.in/article/NTg/page_details/iqac.html)

## 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	Poor Students Aid Fund	0	0
Financial Support from Other Sources			
a) National	Ishanuday	Nill	0
b) International	-	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 implemetation	Number of students enrolled	Agencies involved
NIL	Null	Null	-
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
Null	NIL	Null	Null	Null	Null
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
Null	Null	Null

## 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
NIL	Null	Null	Null	Null	Null
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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B. A	Assamese	Dibrugarh University	M.A
<a href="#">View File</a>					

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
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Sports	College	30
Cultural	College	35
<a href="#">View File</a>		

### 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' Union of the college works hand in hand with the college administration. The Union observes different occasions in the college such as Teachers' Day, Fresher's Social, Farewell Meeting and different occasions of national importance/social significance. It also organizes the Annual College festival where different competitions are held among students and ensures participation of the students in various university level/ state level /national level competitions. The Union also keeps strict vigil on matters related to students' welfare, safety, security, grievances etc. In Sadiya College, there is a scope for students' representatives to be included as members of bodies like Internal Complaint Committee, Sexual Harassment prevention Cell, Anti Ragging Cell etc.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

50

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

## 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)

1. The college constitutes several committees consisting of teaching and non-teaching employees and accordingly distributes the work load for the overall development of the academic and physical activities. The teacher unit selects two teaching representatives to the College Governing Body per year. Faculty members were engaged in the Student Union Election and involved in the project monitoring committee of RUSA fundings. 2. Scrutiny of API of application form of teachers seeking promotion under CAS is done.

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

Partial

## 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
Admission of Students	<p>In each academic session, an admission committee is formed to carry out the admission process. A detailed prospectus is prepared where admission related information is given. The admission related information is notified in the College Website.</p> <p>Aspiring students submit their applications online and after careful scrutiny by teachers a merit list is prepared based on which, the students are admitted. The admission is done following government norms and regulations.</p>
Industry Interaction / Collaboration	<p>The institute has not signed any MoUs for the industry academia collaboration. However, department organizes seminars/workshops with resource person from industries.</p>
Human Resource Management	<p>Recruitment of teaching staff against the vacant posts will be attempted on getting necessary approval from the DHE, Govt. of Assam. The office of the College is running with inadequate staff. The proposal for recruitment of additional office staff will be made to the Govt. of Assam. Temporary Teaching Office Staff are recruited with approval of the Governing Body, Sadiya College.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Sadiya College Library has 11902 boooks, 17 magazines, 4 journals and 5 newspapers for both teachers and students. Library is open access type and ILMS (SOUL 2.0) is used for the transaction. Library has two computers equipped with internet connection.</p>
Research and Development	<p>The institute has two distinct boards (for arts commerce) to promote research in its respective area.</p>
Examination and Evaluation	<p>To assess the continuous progress of the students, examinations are conducted both during and at the end of every semester. The end-semester examinations are conducted by the Dibrugarh University.</p> <p>Sessional/Internal Assessments are conducted by the college as per the</p>



	prescribed norms. All the teachers are involved in the process of conducting examinations and evaluation. Evaluation includes checking of semester end examination scripts, sessional/internal assessments, seminars, group discussions, assignments, practicals etc.
Teaching and Learning	For the betterment of the teaching quality college arranges guest lecturer, lecture programme, group discussion and career counselling. Institute also encourages students to participate in various educational awareness programmes.
Curriculum Development	As the college is affiliated to Dibrugarh University, college develops the curriculum development adhere to university guidelines. Accordingly, the course structure are divided among the faculty members and performs the academic activities as par. College encourages students as well as faculty members to participate and organize programmes relates to overall development of the curriculum.

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

E-governance area	Details
No Data Entered/Not Applicable !!!	

### 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
2018	Nill	NIL	NIL	Nill
2019	Nill	NIL	NIL	Nill
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)
Nill	NIL	NA	Nill	Nill	Nill	Nill
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
NA	Nill	Nill	Nill	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	0	Poor Students Aid Fund

## 6.4 – Financial Management and Resource Mobilization

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

The college Governing appoints the CA/Govt. Auditor of Department of Accounts and Treasury, Govt. of Assam in order to verify and audit the income and expenditures of the college.

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
-	0	-
No file uploaded.		

6.4.3 – Total corpus fund generated

300000
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## 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	Nill	Yes	IQAC
Administrative	Yes	Govt. Auditor	No	Nill

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

i. The two guardian members appointed by DHE in the Governing Body of the college takes part in making the decision of college management. ii. The Parent-Teacher Meets are held at regular intervals. iii. Institution seeks suggestions from the guardians for the academic upliftment and overall development of the institution.

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

i. Temporary residence for teaching and non-teaching staff in the campus ii.

Hike in salary of contractual/temporary staff iii. Financial support from teachers unit to the schooling children of temporary staff.

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

i. Construction of a girl's hostel has been completed ii. Introduction of science stream is under process iii. Tree plantation along the boundary wall  
iv. Enhancement in internet bandwidth

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	Motivational programme on importance of library in college education	10/10/2018	10/10/2018	10/10/2018	100
2019	Initiatives to check dropout rate of students	05/08/2019	05/05/2019	05/05/2019	150
Nill	Internal academic audit	13/08/2018	13/08/2018	13/08/2018	7
<a href="#">View File</a>					

**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
NIL	Nill	Nill	Nill	Nill

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
NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nill

#### 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
2018	1	1	30/08/2018	1	Cleanliness drive at BORJIA VILLAGE. Assistance to Pulse Polio	Creating Health awareness	50
2019	1	1	05/06/2019	1	Cleanliness Plan tation Drive on the Occasion of World Environment Day	Creating awareness about environmental protection	50
2019	1	1	26/06/2019	1	Health Awareness Programme d on ' Drugs its Effects'	Health Awareness	90

[View File](#)

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	NIL

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	Nil	Nil	Nil
No file uploaded.			

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

1. Plantation of saplings to make the campus green. 2. Minimizing the use of plastic products in the campus. 3. Proper disposal of wastes. 4. Initiatives taken to replace the bulbs/tube lights by LED bulb 5. Water harvesting is done by maintaining a pond within the college campus.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Best Practices: 1. Adoption of a nearby village. i) Objective: Promoting

education and other co-curricular activities among the residents for the all-round development of the society. ii) Context addressed: The institute brings the importance of education in the today's fast growing modern society. Various problems/issues that arise due to lack of education such as superstitious beliefs, unemployment, early marriage, mental health, effects of drug abuse, etc. were set to be addressed. iii) About the practice: The college organizes awareness programmes addressing education and motivates the villagers to send their children to schools or colleges. The school dropout rate has been high in the society, therefore the institute emphasizes to decrease this rate. It was also brought to the notice of the native peoples about the "Poor student aid fund" available in the college providing financial support for local students. An awareness programme in support of Department of Mental Health, Tinsukia Civil and its consequences. iv) Resources: The IQAC and NSS unit of Sadiya College coordinates with head/elderly person of the village. Targeted programmes were completed with the support of all teaching and non-teaching staff and the voluntary service offered by the students.

**Best Practice 2: Importance of library in college education**

i) Objective: To make aware that library is a vital component in the development of teaching-learning process and research activity. ii) Context addressed: Importance of library as source of acquiring knowledge to accomplish the aims and objectives of the higher education. iii) About the practices: Library evidences a pivotal part in facilitating any educational activities successfully. The College Library in collaboration with college IQAC organizes motivational programme on 'importance of library in college education'. The programme was anchored by the librarian and invited resource persons deliver their lecture. The lectures address the role of a library as resources to encourage the thinking process, creativity and make the education more fruitful. Several functions of library such as providing textbooks, references, journals, etc. on various subjects to students, teachers and research scholars were highlighted. iv) Resources: i) Dr. Sanjoy Kr Singh, HoD, Library and Information Science, Guwahati University. ii) Dr. Prasanta Kr Deka, Associate Librarian, K. C. Das Commerce College, Guwahati. v) About the institution: Name: Sadiya College Address: Chapakhwa-786157, Tinsukia, Assam, India Website: <https://www.sadiyacollege.org.in> Contact person: Dr. Bhupen Chutia, The Principal E-mail: [principalsadiyacollege@gmail.com](mailto:principalsadiyacollege@gmail.com)

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

[https://sadiyacollege.org.in/article/Nj0/page\\_details/iqac.html](https://sadiyacollege.org.in/article/Nj0/page_details/iqac.html)

### 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

Sadiya is a historic place located in the north east boarder of Assam and is a land of different tribes and communities such as Ahom, Nepali, Deori, Missing, Kochari, Boro, Tea Tribe etc.. The various departments of the college introduce the history and cultural heritage to the students through various co-curricular activities. Sadiya College is working constantly on the development of educational environment of the college and in the nearby areas to achieve its mission and vision. Since Arunachal Pradesh is located near Sadiya, College is also providing its services to the students coming from the state. To extend the educational awareness, college is doing various extension programs to nearby villages and in nearby schools. In addition, the institution motivates students to make them culturally rich via their active participation in various cultural and co-curricular activities organized by different tribes and communities to show cause the cultural heritage of Sadiya. Also, the Assamese department actively involves exchanging our rich culture with the tribal culture of adjacent state (Arunachal Pradesh) through organizing a cultural

programme entitled 'Anajori'. Apart from that, the college occasionally conducts cleanliness drive, health awareness and career concerned programmes to make the students aware of it. Moreover, the institution is regularly submitting memorandum to the government for the introduction of science stream in the college to empower the locality with science education.

Provide the weblink of the institution

[https://sadiyacollege.org.in/article/NjU/page\\_details/igac.html](https://sadiyacollege.org.in/article/NjU/page_details/igac.html)

#### **8.Future Plans of Actions for Next Academic Year**

1. Following up the proposal submitted to the government for the introduction of science stream. 2. Organizing awareness programme in the locality to demonstrate the employment opportunities. 3. To organize career counselling programme 4. To organize seminars/workshops/conferences. 5. Procurement of more books, journals and e-resources for the library.