



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SIBSAGAR COLLEGE
Name of the head of the Institution		Dr. Profulla Chandra Kalita
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03772270578
Mobile no.		9435500022
Registered Email		sibcoll@rediffmail.com
Alternate Email		iqacsibsagarcollege@gmail.com
Address		PO Joysagar Sivasagar 785665 Assam
City/Town		Sivasagar
State/UT		Assam
Pincode		785665
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Dulen Saikia
Phone no/Alternate Phone no.	03772270578
Mobile no.	9435055085
Registered Email	dulen.s@rediffmail.com
Alternate Email	iqacsibsagarcollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sibsagarcollege.in/AQAR/AQAR_2018_19.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+	77.65	2004	16-Sep-2004	15-Sep-2009
2	A	3.13	2017	28-Mar-2017	27-Mar-2022

6. Date of Establishment of IQAC	24-Mar-2004
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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
Webinar on	25-Jun-2020 2	195
National Seminar and Workshop on Applications of Nanotechnology and Biotechnology (NSW-ANBDL)	26-Sep-2019 3	109

[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
Institution	Infrastructure Funds to Colleges	RUSA	2019 730	100000000
Institution	MP FundFunds	MP FundGovt.	2020 730	1000000

[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 :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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)

1. Organised National Seminar and Workshop on Applications of Nanotechnology and Biotechnology in Daily Life from 26th to 28th September, 2019

2. National Webinar on "Covid-19's impact on Science, Society and Education" from 25th & 26th June, 2020

3. Collected the online SSS feedback

4. Upgraded the existing website of the College into a more dynamic and database website

5. A proposal for starting of four certificate courses, two national seminars, one bio-research centre, one incubation innovation centre was prepared for seeking approval financial approval from the authority of the College.

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

Plan of Action	Achievements/Outcomes
Starting of four certificate courses (a) two in Arts Stream and (b) two in Science Stream	Governing Body of the College has approved to start the courses and sanctioned the required financial assistance.
Organisation of two national seminars one from Arts Stream and one from Science Stream	Governing Body of the College has approved to start the proposal and sanctioned the required financial assistance.
Proposal was submitted to start a Bio-Research Centre	Governing Body of the College has approved to start the proposal and sanctioned the required financial assistance.
Starting of Incubation-Innovation Centre	Governing Body of the College has approved to start the proposal and sanctioned the required financial assistance.
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14. Whether AQAR was placed before statutory body ?

No

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

2020

Date of Submission

03-Jun-2020

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

Sibsagar College, Joysagar has pursued the following mechanisms for effective

delivery of curriculum and documentation in the period under review. At the beginning of an academic session, departmental meetings are held in every department in which the topics/unit contents of the syllabus are distributed among the faculty members. Number of classes for each topic is decided according to the syllabus. A set of deadlines has been created so that all contents/units of the syllabi can be covered and revised thereafter. Besides, strategies for effective curriculum delivery have also been adopted in the Departmental meetings such as procurement of teaching-learning materials, procurement of laboratory equipment and consumables, course plans, lesson plans, organization of seminar, popular talk etc. The College prepares through different designated Committees - a) an Academic Calendar incorporating both curricular and co-curricular and extra-curricular aspects with specific date for every programme/event b) Class routine for both Arts and Science Streams in which there are spaces for conducting special classes in terms of Seminar, Group discussion, ICT, Tutorial, Remedial etc., Likewise, the teachers prepare - a) their lectures according to their allotted classes, b) the Study materials, both manual based and ICT content based. Each and every Department maintains a comprehensive 'Teachers' Diary' in which all the faculty members keep records of everything related with curriculum transaction such as individual routine, course plan, daily teaching record with mentioning topic of lectures delivered, leave record etc. Classes are held according to the schedule under the supervision of college administration. Various teaching-learning methods are being applied as per the needs of different subjects for the effective delivery of the curriculum, some of them are highlighted below: Classes are held according to the schedule under the supervision of college administration. Various teaching-learning methods that are applied for effective delivery of the curriculum are: Chalk and Blackboard method, ICT-enabled method, use of different software, Google drive, scientific models and charts, distribution of class notes, dissemination of web contents etc. Seminar and group discussion amongst the students through special classes as per routine allotment, tutorial classes as per routine allotment Micro-teaching and seminars by students related to course curriculum by Education Department.

Practice sessions were organized regarding how to write an answer systematically by Education Department. Review classes were organized in which the previous final examination questions are discussed by all the Departments of the institution. Students being taught to make power-point presentation in departmental seminar Project works, dissertation, assignments etc. have been given to the students. Teaching-learning through field works. Peer Teaching method by Department of English Students from botany department has got the opportunity to learn about various important plants through Botanical garden Students have been motivated to visit monumental sites and museums to observe the monuments and artifact there from historical angles by History Department Proper and adequate lab facility has been given to the students for their practical classes. Seminars and special talks of by inviting resource persons of various backgrounds have been arranged regularly for uplift of research culture among

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
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction

Nil	Nil	Nil
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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
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
Nil	Nil	Nil
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Education	33
BA	History	50
BA	Philosophy	32
BSc	Botany	30
BSc	Geology	40
BSc	Zoology	51
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
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
The College takes feedback from the students and teachers in every academic session. The overall feedback mechanism is mentioned below: Feedback is taken from the students and teachers in Physical form time to time by holding different meetings on various aspects such as teaching-learning, administration, academic and co-academic activity, infrastructure and amenities etc. ii) Secondly the students satisfaction is done as per the guidelines of NAAC and feedback is collected via online submission from for SSS by the

students in a specially designed web portal as follows
 :<http://sibsagarcollegesss.in/SSS> iii) Filled in feedback forms is analyzed in a software by the third party and submitted it to the administrative authority for further action to be done. iv) Outcomes including the strength and weaknesses mentioned by the students have been summarized and discussed in proper platform v) Taking feedback from the students using 'Google Form' system and then analysis being processed through software and discussion on outcomes especially by Geology Department. vii. Feedback is also collected from the parents during the meeting of Parent Teacher Associations conducted by each of the Department.

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	50	91	38
BA	English	50	130	46
BA	Education	50	52	40
BA	Economics	50	53	28
BA	History	50	67	41
BA	Political Science	50	152	44
BA	Philosophy	50	57	29
BSc	Botany	40	128	31
BSc	Chemistry	60	329	40
BSc	Physics	50	136	30

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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
2019	1504	38	65	Nil	15

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
69	69	14	14	2	2

[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)

The Sibsagar College, Joysagar has a mentoring system where the HoDs of various departments along with the teachers act as bridge to connect the students for academic and non-academic activities. Each mentor is thus given a list of mentees whom he/she has to look after their academic matters as well as any others issues and problems, if needed it may be sometimes personal too. The students are encouraged to be academically vibrant and socially responsible. All their problems tried to be addressed in a holistic manner, so that they can proceed further. Even many a times, the mentors are accessible to their mentees in non-working hours also, especially while they are at home during holidays in blended mode. As a result of this practice a healthy and friendly mentor-mentee / teacher-student relationship has been growing up in the institution The ratio of the mentor–mentee is being calculated by the number of students enrolled with number of teacher on roll. The mentors are assigned to record all necessary information and data related to the mentees. The system is executed as per the under mentioned functions: i) Mentors are assigned to monitor and guide the students throughout the course curriculum. ii) Mentors enhances the student’s confidence to achieve the academic pursuit at the higher levels. iii) Mentors encourage the students to fulfill their expectations. iv) Mentors provide psychological support to the students. v) Mentors coordinate with the parents/guardians regarding the progress of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1504	69	21

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
2	2	4	1	53

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
Nil	Nil	Nil	Nil
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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	UG	6	13/05/2019	25/11/2019
BSc	UG	6	13/05/2019	28/11/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Sibsagar College, Joysagar follows the rules and regulations of Dibrugarh University for Continuous Internal Evaluation (CIE) system. Thus the internal assessment scheme is as per the Dibrugarh University rules in which there is the provision of 100 marks for each paper out of which 80 marks for theory examination part and 20 marks as Internal Assessment (IA) marks. Again the component of this 20 marks is further fragmented into 50 weightage from two

sessional examinations conducted for each semester, 2 weightage from Class Attendance and remaining 25 weightage from Seminar presentation / Group Discussion. Besides, various class tests have been conducted from time to time and very often especially the pass course students have been given home assignments as part of its CIE policy. The operational procedure for the same is as follows: 1. Sessional tests are conducted twice within a semester. 2. Answer scripts were shown to the students on demand. 3. Multiple Choice Questions as well as descriptive questions are provided in sessional examinations 4. Home Assignments, Group Discussions and Seminars are arranged for each semester. 5. Internal Assessment (IA) Marks are given on the basis of Home Assignments, Group Discussions, Seminars, Sessional test and attendances. 6. A database of students' IA marks is created through dedicated software 7. Some departments collected home assignments from students through e-mail.

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

Before starting of a new session, academic calendar (especially designed for the College) is prepared and uploaded to college website vide web link: <http://www.sibsagarcollege.in/calendar.html> There is a Committee at College level to prepare the Academic Calendar of the College which prepares the Academic Calendar in consonant with the Academic Calendar of the affiliating university i.e. Dibrugarh University. All the departments of the Institution strictly follows this Calendar. Besides, various departments of the college conducts seminars , workshop, talk, lecture series from time to time to enrich the course curriculum without affecting the College Academic Calendar as well as the overall teaching-learning process of the College.

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)

[NA](#)

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
UG	BSc	Chemistry	46	37	80.43
UG	BSc	Geology	35	34	97.14
UG	BSc	Botany	20	15	75
UG	BA	Philosophy	20	6	30
UG	BA	Economics	39	9	23.08
UG	BA	Political Science	27	25	92.59
UG	BA	Education	34	28	82.35
UG	BA	History	26	21	80.76
UG	BA	English	31	25	80.65
UG	BA	Assamese	46	25	54.35

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2.7 – Student Satisfaction Survey

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

https://drive.google.com/file/d/1f7pTgqvFCU6lRmwkJD_HDavIY_VHNTQz/view?usp=sharing

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	13140	DST	18.3	2.5
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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
Nil	Nil	

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

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

Name of the Department	Number of PhD's Awarded
Economics	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	2	Nil
International	Chemistry Physics	6	2.16
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
Geology	1
Physics	2
Zoology	3
Political Science	1
English	8
Assamese	1
Botany	1
Education	1
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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
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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	Nil	41	Nil	Nil
Presented papers	Nil	8	Nil	Nil
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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
Nil	Nil	Nil	Nil
No file uploaded.			

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
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			Benefited
Nil	Nil	Nil	Nil
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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
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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
Nil	Nil	Nil	Nil
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
Nil	Nil	Nil	Nil	Nil	Nil
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
Nil	Nil	Nil	Nil
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
5	9

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	60307	Nil	260	93033	60567	93033
Reference Books	Nil	Nil	107	Nil	107	Nil
Journals	Nil	Nil	1	Nil	1	Nil
No file uploaded.						

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
Nil	Nil	Nil	Nil
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	99	29	10	0	20	11	21	2	0
Added	24	0	4	0	0	2	17	0	0
Total	123	29	14	0	20	13	38	2	0

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

100 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
1st Semester Geology	https://classroom.google.com/c/MTY5NDEyOTExODYw?cjc=yc2uu57
3rd Semester Geology	https://classroom.google.com/c/NDA1Nzk1MzO4MzJa?cjc=ald5b6s
5th Semester Geology	https://classroom.google.com/c/MzIxNTO5NzO2MTVa?cjc=gpkn5cz

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
3.2	3.6	7	7.8

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)

Nil

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	ASMT, MNBBDSA, FBMT Scholarship Schemes	2	10500
Financial Support from Other Sources			
a) National	Ishan Uday UGC	70	5400
b) International	Nil	Nil	Nil
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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
Nil	Nil	Nil	0
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the	Number of	Number of	Number of	Number of
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	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passed in the comp. exam	students placed
	Nil	Nil	Nil	Nil	Nil
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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
Nil	Nil	Nil

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	Nil	Nil	Nil	Nil	Nil
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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	3	Sibsagar College, Joysagar	History	Dibrugarh University	MA
2019	2	Sibsagar College, Joysagar	Economics	Dibrugarh University	MA
2019	4	Sibsagar College, Joysagar	Economics	DKD College	MA
2019	1	Sibsagar College, Joysagar	Economics	Namrup BED College	BEd
2019	1	Sibsagar College, Joysagar	Economics	Sibsagar College, Joysagar	DEEd
2019	4	Sibsagar College, Joysagar	Assamese	Dibrugarh University	MA
2019	1	Sibsagar College, Joysagar	Assamese	Women University	MA
2019	1	Sibsagar College,	Botany	Gauhati University	MSc

		Joysagar			
2019	1	Sibsagar College, Joysagar	Botany	Assam University	MSc
2019	1	Sibsagar College, Joysagar	Botany	Dibrugarh University	MSc
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	6
SLET	3
Any Other	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	University	3
Cultural	University	12
Cultural	State	3
Debating	State	2
Literature	State	1
Art	State	1
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Third Prize in Classical Instrumental Solo non-percussion	National	Nil	2	300	Gaurisan kar Gogoi
View File						

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

Sibsagar College, Joysagar has a students union body called Sibsaagar College Students Union which is reformed each and every year through the process of general election. This is an important body of the institution, as it acts in all activities except examination related works of the college. Representatives of this body is present in almost every working committees of the College.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

2500

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

100000

5.4.4 – Meetings/activities organized by Alumni Association :

0

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). Selection of Two Teacher Representatives to College Governing Body. (2). Scrutiny of API of Application Forms of Teachers seeking promotion under CAS. (3). Inclusion of faculty members in the Project Monitoring Committee (PMU) of RUSA, Sibsagar College, Joysagar for NIQ and various tender processes. (4). Inclusion of faculty members in the Grievance Redressal Cell (5). Inclusion of faculty members in the Sexual Harassment Cell (6). Inclusion of faculty members in the Students' Union Election Committee

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
Curriculum Development	Institute follows the CBCS curriculum provided from the affiliated university
Teaching and Learning	During Covid-19 pandemics, all teachers adopted online teaching methodologies.
Examination and Evaluation	Institute has a Board of Examination, which conducts all examinations in stipulated time and students are evaluated on the basis of the examinations, seminars and group discussions.
Research and Development	Institute has two distinct boards (for arts and science) to promote research in both arts and science streams.
Library, ICT and Physical Infrastructure / Instrumentation	Library of the institute is automated and adopts SOUL 2.0, Institute has projects in each department to conduct ICT enable classes. Faculty of the

	institute uses online video platforms to conduct online classes
Human Resource Management	Governing Body and the College authority performs the management of HR in the institute
Industry Interaction / Collaboration	Nil
Admission of Students	Admission process of the institute is conducted using online mode.

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

E-governance area	Details
Planning and Development	All communications related to planning and development related works under schemes of RUSA and other funding agencies are provided through various online modes
Administration	Nil
Finance and Accounts	All financial transactions for RUSA and other funding agencies are done through PFMS
Student Admission and Support	Admission is conducted through online mode
Examination	Nil

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
Nil	Nil	Nil	Nil	Nil
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)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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

Winter School on Yoga Stress Management	1	18/12/2019	31/12/2019	14
FDP	1	12/05/2020	18/05/2020	7
Short Term Course in Intellectual Property Rights	1	21/10/2019	26/10/2019	6
Online FDP on Preparation of Self-Learning Materials for University and College Learners	1	12/05/2020	18/05/2020	7
RC	1	12/06/2019	25/06/2019	14
FDP	1	08/11/2019	14/11/2019	7
FDP	1	12/05/2020	18/05/2020	7
Workshop(Understanding SPSS and its Application in Research)	1	17/07/2019	23/07/2019	7
Workshop(Intellectual Property Rights)	1	21/10/2019	26/10/2019	6
RC	1	06/12/2019	19/12/2019	14
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
2	1	1

6.4 – Financial Management and Resource Mobilization

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

Nil

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
Nil	Nil	Nil
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6.4.3 – Total corpus fund generated

0

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	No	Nil
Administrative	No	Nil	Yes	Nil

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

(a) Problems addressed by parents in every PTA meeting are taken into account for improvement of teaching-learning and evaluation processes. (b) Books donated by parents helped to improve book strength in departmental library (c) Feedbacks from parents are recorded and analyses to sort out the problems associated with academics and administrative systems.

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

Campus cleaning drive

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

(1) Development of infrastructure has been undergoing according to post accreditation initiatives (2) Development of I.C.T. facilities has been undergoing according to post accreditation initiatives (3) Planning for opening of new PG courses, Diploma and Certificate courses are in processes

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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
2019	National Seminar and Workshop on Applications of Nanotechnology and Biotechnology (NSW-ANBDL)	26/09/2019	26/09/2019	28/09/2019	109
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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	Period from	Period To	Number of Participants
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programme				
			Female	Male
Nil	Nil	Nil	Nil	Nil

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
A detail survey of power requirement survey has been made from ASEB Sivasagar to install new transformer system in the College.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	Nil
Ramp/Rails	Yes	Nil

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.							

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

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

Initiation of safe disposal of garbage from Science laboratories and College Canteen. 2. Plastic free Campus by utilizing the dumped plastic into useful materials and encouraging the entire stakeholder to use biodegradable materials. 3. Adequate plantation in the college campus. 4. Proper drainage system. 5. Restricting any Littering in the college campus 6. Separate dustbin for biodegradable and non-biodegradable waste products in the college campus. 7. Adopting 3 R's of Waste Hierarchy in the college fraternity i.e. Reduce, Reuse and Recycle policy.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

(1) Teachers Work Diary (2) Students Feedback (3) Parent Teacher Association (4) Student Art Gallery (5) Gender Sensitisation (6) Village Adoption (7) Student Work Diary for Library

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

institution website, provide the link

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

(a) The College is recognized as one the leading academic institute amongst all colleges under Dibrugarh University for its better performance of students in academics (b) College has secured best team in Dibrugarh University Inter College Youth Festival for 2017-18 and 2018-19 (c) Student of this College has secured position in National Youth Festival for two times in 2018-19 (d) College has been securing best position in different sports events conducted by Dibrugarh University among other affiliated College.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

(1) Planning for organizing two national Seminars (2) Planning for opening four certificate courses (3) Planning for starting P.G courses in Department of chemistry. (4) Planning for number of lecture series, talks, workshop, hands on training for the benefit of the UG and PG students (5) Planning for New Academic Building and Administrative Building under RUSA 2.0 scheme (6) Planning for construction of New Girls hostel under RUSA equity initiative scheme (7) Renovation of College Canteen, JPCM Hall and Geology Department under RUSA 2.0 scheme (8) Planning for extension of Electronics Dept. Under RUSA 2.0 scheme (9) Planning for opening of 4 years integrated BA-BEd and BSc-BEd courses.