YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   SIBSAGAR COLLEGE, JOYSAGAR

- Name of the Head of the institution   Dr. Profulla Chandra Kalita

- Designation   Principal & Secretary

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03772270578

- Mobile no   9435500022

- Registered e-mail   sibcoll@rediffmail.com

- Alternate e-mail   tridibmahanta@gmail.com

- Address   P.O. Joysagar

- City/Town   Sivasagar

- State/UT   Assam

- Pin Code   785665

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Semi-Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University **Dibrugarh University**

- Name of the IQAC Coordinator **Dr. Tridib Mahanta**

- Phone No. **03772295020**

- Alternate phone No. **03772295020**

- Mobile **7002232546**

- IQAC e-mail address **iqacsibsagarcollege@gmail.com**

- Alternate Email address **tridibmahanta@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

http://www.sibsagarcollege.in/AQAR2020-21.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

http://www.sibsagarcollege.in/upload/notice/1673332817.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**77.65**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**A**	**3.13**	**2017**	**28/03/2017**	**27/03/2022**

6.Date of Establishment of IQAC **24/03/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year

`4 (uploaded in college website - http://www.sibsagarcollege.in/docs/1672220594.pdf)`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?

`Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report

No File Uploaded

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

`No`

- If yes, mention the amount

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

`1. Preparation of draft of Ordinance under Autonomous mode 2. Preparation of draft of Bachelor Degree programme regulations under Autonomous mode 3. Preparation of draft of Masters Degree programme regulations under Autonomous mode 4. Holding Intensive Discussion Session on "Preparation of course plan and Unit Plan" 06-04-2022 5. Holding Orientation Programme on "e-Governance cum e-College" 13-05-2022`

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

Plan of Action	Achievements/Outcomes
1. Preparation of draft of Statutes & Ordinance for Sibsagar College as autonomous college	1. Statutes & Ordinance is prepared and adopted in the meeting of the Governing Body
2. Preparation of draft of Bachelor's Degree programme regulations for Sibsagar College as autonomous college	2. Bachelor's Degree programme regulations is prepared and adopted in the meeting of the Academic Council
3. Preparation of draft of Master's Degree programme regulations for Sibsagar College as autonomous college	3. Master's Degree programme regulations is prepared and adopted in the meeting of the Academic Council
4. Enablement of online students' class attendance for the teachers	4. Taking of class attendance online by the teachers has been enabled and it is in full practice
5. Preparation of Class wise Report of Lesson Plan format for all teachers	5. Class wise Report of Lesson Plan format has been approved in the HoDs meeting
6. Orientation programme on NEP for the teachers	6. An Orientation Programme was conducted on 31-12-2021 for the teachers

13. Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	04/12/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SIBSAGAR COLLEGE, JOYSAGAR
• Name of the Head of the institution	Dr. Profulla Chandra Kalita
• Designation	Principal & Secretary
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03772270578
• Mobile no	9435500022
• Registered e-mail	sibcoll@rediffmail.com
• Alternate e-mail	tridibmahanta@gmail.com
• Address	P.O. Joysagar
• City/Town	Sivasagar
• State/UT	Assam
• Pin Code	785665
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• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban
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• Alternate phone No.	**03772295020**
• Mobile	**7002232546**
• IQAC e-mail address	**iqacsibsagarcollege@gmail.com**
• Alternate Email address	**tridibmahanta@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.sibsagarcollege.in/AQAR2020-21.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sibsagarcollege.in/upload/notice/1673332817.pdf

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	**4 (uploaded in college website - http://www.sibsagarcollege.in/docs/1672220594.pdf)**	
• Were the minutes of IQAC meeting(s)	**Yes**	

and compliance to the decisions have been uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

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- Name of the statutory body

Name	Date of meeting(s)
Governing Body	**04/12/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	**24/03/2022**

15.Multidisciplinary / interdisciplinary

We feel this aspect is very important as every education system should have a provision for broad-based exposure to multiple disciplinary ways of thinking providing a liberal education with human skills, natural science, and environmental awareness, managements, technologies etc. In this regard our preparedness is cited below.
1. The College has been imparting programmes in various disciplines of Arts and Science
2. Some courses at present are of multidisciplinary nature such as Environmental Science, Tourism and Travel Management, NSS etc.
3. The college is going to introduce some more courses of multidisciplinary nature from 2023-24 session under Four Year Under Graduate Programme.

16.Academic bank of credits (ABC):

The College has registerd itself in ABC portal. Works relating to incorporation of students data are in progress. Awareness drive is going on for students about their ABC accounts. Preparation of database on admission, performances, achievements etc. of students are also going on.

17.Skill development:

The College has adopted strategies and initiatives to incorporate skill development programmes for the students. In this year a few skill development programmes have been organised for the students and some others are on the priority list of the College.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Our Institution has adopted courses on Indian Language, Art, Culture and Traditions in its curriculum. It has MIL Assamese as a course. It has focus on Tourism studies which have components of local culture and traditions.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The College always gives focus on Outcome Based Education.

20.Distance education/online education:

The College has been adopting the following distance/online education.

1. ODL mode is going on under Dibrugarh University

2. ODL mode is going on under Krishna Kanta Handique State Open

University

3. Online teaching-learning is going on side by side with the conventional physical mode

For this we have the following resources and facilities

1. 99% ICT convergent teaching staff and accustomed to ODL and online programmes.

2. Online facilities in College ERP enabled web management system.

3. Around 150 computer systems in the Computer Centre and Computer Laboratories of the College.

4. Internet bandwidth of 100 mbps in the campus

5. ICT gadgets and teaching aids are installed in classrooms

6. Facilitation of Sunday Counselling under ODL system

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**434**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2014**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**232**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	**View File**

2.3 Number of outgoing/ final year students during the year	**560**

File Description	Documents
Data Template	**View File**

3.Academic

3.1 Number of full time teachers during the year	**77**

File Description	Documents
Data Template	**View File**

3.2 Number of sanctioned posts during the year	**77**

File Description	Documents
Data Template	**View File**

4.Institution

4.1 Total number of Classrooms and Seminar halls	**38**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**148**
4.3 Total number of computers on campus for academic purposes	**138**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

UG (Arts and Science) programmes as well as PG (English & Physics) programmes of Sibsagar College, Joysagar follows specific CBCS curriculum issued from affiliatng university i.e. Dibrugarh University. The academic planning meeting of the institute commenced on the eve of the start of the academic session and the designated body/committee plans & organises the schedule of lectures depicted in a pattern of subject wise routine. The Heads of the Departments distribute the syllabus among the faculty members according to their respective area of specialisation. The curriculum has been delivered through a well-planned and documented syllabus wise class routine. Initiatives have been taken in such a manner that the members of the faculty to complete the entire syllabus/course well within the stipulated time. For that, the departments have prepared course plans for each semester. Regular interactions have been made among the teachers for assessing/reviewing the progress of the curriculum delivery. The provision of extra classes is also made to mitigate any short fall of class of the syllabus. Remedial classes are carried out for slow learners and to boost learning. To implement effective learning faculty members follow various teaching methodologies and strategies like seminars, assignments, inquiry- based instruction etc.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.sibsagarcollege.in/upload/iqacnotification/1672297825.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Internal Assessments, assignments, and seminars are part of the CIE of students. As per Dibrugarh University rules and guidelines, two sessional examinations are conducted in each Semester. The sessional examination timetable prepared by the examination committee is displayed in the notice board and also circulated among the student groups, and conducted by the department as per the schedule.

Evaluation of answer scripts and calculations of course outcome attainment are carried out by the respective department.

Results are displayed in the departmental notice boards, and the hard copies of the answer scripts are shown to the students.

The College also prepares a separate institute-level academic calendar of events or programme after getting autonomy during the year 2022. It includes details of commencement of the semester classes, notification of course plan, sessional examinations, Assignment submission etc.The calendar also comprises the admission to BA and B Sc. 1st Semester classes, interaction with 1st semester students with Officers, Freshman Social, Election of Students' Union, Departmental students' seminar, industrial visits, field visits, other co-curricular and extra-curricular activities, Counselling and Feedback Assessment, formation of Mentor-mentee forum and conduct meeting, Departmental PTAmeeting etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.sibsagarcollege.in/upload/iqacnotification/1672297825.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University   B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

23

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability into the Curriculum

Besides, the institute organizes different activities like tree plantation, public awareness, etc. to sensitize the students as well as society on the issues. Various activities are carried out under the active wing of College NSS and NCC whereby students can participate in various social activities along with 'Swachh Bharat' initiative. In addition to this, the College organizes various programmes relevant to gender, environment and sustainability, human values and professional ethics such as: ·

Environmental issues:

1. World Environment Day
2. Swachhta Drive
3. Tree plantation
4. Environmental awareness programmes
5. National Science Day

Gender:

1. International Women's Day
2. Legal awareness and
3. Popular talk and Awareness Programme organized by the Women's Study and Development Cell.

Human values:

1. Celebration of Gandhi Jayanti.
2. Training programmes on yoga.
3. Teachers' day

Cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

192

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

77

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	http://www.sibsagarcollege.in/upload/iqacnotification/1672292483.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sibsagarcollege.in/upload/iqacnotification/1672292483.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1035

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

484

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

1. The members of faculty follow some procedures, means for getting all students engaged in learning.
2. Emphasis is given to reflect student learning to real life.
3. The faculty members encourage students' interest and fascinations.
4. Provision is there for Counselling regarding students self-monitoring skills.
5. The faculty members follow various strategies for slow learners like remedial classes, individual mentoring etc.
6. Various ways to engage and motivate students to get reward for their success, particularly for the advanced learners.
7. Regular work assignments are a part of curriculum to develop students writing and analysing skills.
8. Seminars and class tests are held for continuous monitoring and advancement of students to the examination point of view.
9. Advanced learners have been exposed to various ICT and web based learning.
10. A few Departments have initiated project based learning.
11. The advanced learner students are guided specially for JAM by Chemistry Department.
12. Remedial measure has been taken for slow learner students and they have been provided more text and reference books from the departmental library of Chemistry.

File Description	Documents
Paste link for additional information	http://sibsagarcollegeonline.co.in/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2014	77

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Electronic TLM such as Google Earth, Global Mapper, (GIC), power point, Micromedia Flash Animations, dips etc. are the most commonly used methods adopted by the science stream. The Geology department especially deals with rock and mineral hand specimens, fossils, crystal models, geomorphic models, digital microscopes etc. The Chemistry department applies ICT enabled teaching methodologies through use of multimedia teaching aids like LCD projectors, internet enabled laptops/ tablet systems as well as audio-visual aids to demonstrate the concepts to the students. Chemdraw, MestReNova, Origin etc. are the routinely used chemistry learning softwares. The Botany department also sent some brilliant students to renowned institutions like CSIR-NEIST for improving pure scientific knowledge. Resource persons have been invited from DBT, Assam Agricultural University for hands on training of different modern instruments available in the college. The English Department peculiarly uses poem recitation techniques to verse their poems. They also use drama dialogue delivery techniques to impart better communication among the students while learning the plays of various authors.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.sibsagarcollege.in/upload/dept_activities/1648053369.jpeg

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

1. Online conferencing apps: During lockdown period, most of the classes were taken through google meet and zoom apps. Various assessments and exams were taken through google classroom which is

easy to handle and student friendly.

2. E-TLM: Commonly used electronic teaching learning materials (e-TLM) were open board, power point etc. which helps the teachers to use software to deliver information to the students easily.

3. Desktops/ Laptops/Tablets: Most of the teachers use computers for teaching learning process. It helps them to provide different materials related to their courses.

4. Projector

5. Digital Camera

6. Printer

7. Pendrive

8. Scanners

9. E- books and e-journals

10. Social media sites and webmail: Most of the teaching learning materials were shared through whatsapp as well as webmail like yahoomail, gmail, rediffmail etc.

11. Online videos: Various videos uploaded in youtubes are very much effective for students to learn their basics as well as problem solving. Teachers shares various youtube links with their students so that students get sufficient ideas and topic details comfortably.

12. Software use: Various softwares like chemdraw, ISIS draw, origin, Microsoft excel etc.

13. Whats app group

14. Online attendance

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

77

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

77

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

40

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1354

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As per dibrugarh University guidelines for internal assessment of students by continuous evaluation two sessional examinations are to be conducted during each semester. The tentative dates for first and second sessional examinations are mentioned in the Academic calendar. To conduct sessional examinations there is separate Board of Examination in Sibsagar College. The Board of Examination has fixed the date of examination, prepared a common routine for all departments and issue guidelines for setting of question papers. It also fixed a date for publication of result by the departments. As per guidelines of the Board of Examination the College conducted sessional examinations. Total internal assessment marks against each student are calculated as per university guidelines and displayed in the departmental notice board. The calculation of internal assessment is transparent and student can make grievances if any discrepancy arises.

In totality, Internal assessment marks are compiled from marks

obtained in mid-semester sessional examinationa, home assignments, students' attendance and student seminar presentations.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sibsagarcollege.in/upload/iqacnotification/1672297825.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

For any kinds of grievances related to internal examination, student can directly approach their respective teachers and Head of the Department. In this respect the procedure is that results have been displayed in the departmental notice boards, and the hard copies of the answer scripts have been shown to the students. In the event of any discrepancy being brought to the notice of evaluating teacher and the HoD, the same has been immediately addressed.

File Description	Documents
Any additional information	View File
Link for additional information	http://sibsagarcollegeonline.co.in/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The programme and course outcomes of Sibsagar College are stated in the departmental records,communicated to teachers and students, and also displayed on college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sibsagarcollege.in/upload/iqacnotification/1672223807.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Not done in this year.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

415

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	http://sibsagarcollegeonline.co.in/upload/assests/prospectus.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://sibsagarcollegeonline.co.in/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The following initiatives have been adopted in various Departments in respect of an ecosystem for innovations and also for creation

and transfer of knowledge

1. Conducting invited talks by renowned academicians from different institutions in many departments

2. Conducting Hands On training/ workshops for the students to handle different laboratory equipment by Botany Department

3. Arranging classes by inviting faculties from other departments of the college in a few departments

4. Involving the students in different extension activities (adopted village and different schools) by Botany Department and NSS

5. Skill development in preparation of rock thin sections for petrographical studies by Electronics Department

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://sibsagarcollegeonline.co.in/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

55

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1. Women Studies Development Cell, Sibsagar College, Joysagar, organized various extension activities in and around the campus. On the occasion of International Women's Day on 8th March 2021, WSDC donated a wheel Chair to Mrs. Anima Dutta at District Training cum Rehabilitation Centre for physically Handicapped at Naphukuri, Sivasagar, Assam. Dr. Diganta Sarma, Vice-Principal, Mr. Bokul Patar, Associate Professor, Mrs. Karabi Das individually donated to the rehabilitation centre for the greater benefits of the necessitous people.

   Women Studies Development Cell, Sibsagar College, Joysagar, on the occasion of International Women's Day on 8th March 2022, visited Satyam Bridhashram at Konwarpur, Sivasagar. WSDC donated Tubular Inverter Battery(165 AMPH) as a token of love to the advancing year persons. Dr. Profulla Kalita, Principal of Sibsagar College, Joysagar delivered a speech on the occasaion of International Women's Day to create awareness regarding the International Women's Day.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/upload/iqacnotification/1672305359.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

85

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1. Total 34.38 acres of land
2. Classrooms - 21 nos. in Science section & 15 nos. in Arts section and total area covered: 20773.3 sq ft. (1930 sq.

3. Laboratories - 17 nos. of laboratories ; total area covered:
14162.98 sq ft. (1316 sq. mtr.)
4. Central Library - a spacious reading room is available with

160 seating capacity ; Books = 60590 ; Journals = 25

; Magazines = 10 ; Back volume journals = 75 ; Newspapers = 17

; Educational CDs = 21 ; Theses = 7 ; e-Journals = All e- journals
that are available in N-LIST database
https://nlist.inflibnet.ac.in ; Indian Academy of Sciences
https://www.ias.ac.in ; e-Books = All e-books that are available
in N-LIST database ; e-PG Pathshala https://epgp.inflibnet.ac.in ;
National Digital Library of India (NDLI) by IIT Kharagpur
https://ndl.iitkgp.ac.in/

1. Administrative block
2. Hostels - 1 for boys and 3 for girls
3. Staff room - 1 central staff room along Departmental common
   rooms in each of 16 Departments
4. Separate common room for boys and girls
5. Canteen
6. Two auditoriums
7. Internet facilities with 50 mbps bandwidth
8. ICT enable classrooms
9. 135 computers

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.sibsagarcollege.in/library.php

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Sibsagar College, Joysagar has two number of sufficient
spacious Auditoriums. The main auditorium namely Madhab Chandra
Bezbaruah Auditorium (MCB Hall) was established in the year1968
from the collection of students and financial assistance from
Assam Government with a seating capacity of 800 (eight hundred)
audience with acoustic facility and a stage fitted with modern
light and sound system useful for cultural program, drama..etc
with electric power back-up.

For out-door sports The Sibsagar College has a Stadium in the name of Architect of the College "Parag Chaliha'' occupying 32 bigha, 3 katha and 16 locha land was established in the year 1969 with seating capacities of 1000 spectators in North and West side gallery.This Outdoor field is generally used to play Athletics, FootBall, Cricket, Khoo-khoo, Kabadi etc.

The Sibsagar College Indoor Stadium is situated in the South-West corner of "Parag Chaliha Stadium''. The dimension of the Stadium is of 110 ft length and 89 ft breadth. There are provisions for setting four numbers of Badminton Court and two numbers of Table Tennis Board at a time inside the Stadium. There is a separate washroom for Boys and Girls inside the Stadium.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=8

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=8
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

131

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library is unedrgoing automation process with ILMS and 83% of books and journals has been tagged in SOUL 2.0.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://nlist.inflibnet.ac.in/collegeadmin/index.php

4.2.2 - The institution has subscription for the A. Any 4 or more of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

66

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Systems: A total of 8 nos. PCs are added during the period to increase the total nos. of Pcs in the college campus to 135 PCs out of which 98 systems were allotted to students.Besides these, 7 nos. 600 VA UPS and 3 nos. printers are added during the period.

Wi-Fi: Currently the college is using 8 nos. wi-fi connections with 50 MBPS speed from BSNL in Administrative Office, Principal's Room, Conference Room, College Library, English PG Department and newly constructed Controller of Examinations office. Out of these 8 wi-fi connections, 3 connections are added during this period.

Internet: All systems in the Office, Library, Principal's Room, Computer Science Department, ICT Cell are networked and CAT6 cabling networking standard is being used, from 2017 all these networks were upgraded from CAT5 cables to CAT 6 cables.

Smart TV : 55 inch Smart TV (MI X55) is installed in the Conference Hall for holding conference and presentation purposes.

Projector : 5 new Projectors (BENQ – MS-550P) are procured during the period increase the strength of digital class rooms.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=10

4.3.2 - Number of Computers

135

File Description	Documents
Upload any additional information	[View File]()
List of Computers	[View File]()

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File]()
Details of available bandwidth of internet connection in the Institution	[View File]()

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

148

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution has forty (40) fully functional Class Rooms. Digital Class Rooms and ICT enabled class Rooms One gallery room with a capacity of 100 students is fully equipped with Projector and, Digital Board and a Video Conferencing Unit. Our Seminar/ Lecture Hall (JPCM) which can accommodate more than 300 students has a set-up of interactive digital board and LCD Projector with digital surround speakers and cordless microphones. Among eight (8) nos. newly constructed classrooms, four (4) classrooms are digital classrooms with LCD Projectors. Our Auditorium with a capacity of more than 700 is also equipped with LCD Projector and Automatic Motorized Screen.The Central library has more than 50,000 books and journals and a mammoth Reading Room with about 150 seating capacity. The automation process is almost completed along with the departmental libraries which has a rich and varied collection of books, some rare which no longer in print, and academic journals, both national and international. INFLIBNET (SOUL2.0)/OPAC facility is available. Computer and internet facility is available for the students inside the library. The science departments (Physics, Chemistry, Computer Science, Mathematics, Zoology, Botany, Geology, Electronics Dept.) along with Education, English of the college has well equipped laboratories.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=8

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

423

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	http://www.sibsagarcollege.in/viewalbum.php?id=9
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

34

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

34

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	*View File*
Upload any additional information	*View File*
Details of student grievances including sexual harassment and ragging cases	*View File*

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

195

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	*View File*

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

38

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Sibsagar College facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities. Testimonies to this fact are cited

below.

1. **Provision of an elected body of students' union**

2. **Portfolio of secretaries for games and sports, music and culture, debate and quiz, literature etc.**

3. **Engaging them in various co-curricular and extra-curricular activities such as conduct of freshers' social, college week, celebration of festivals, national and international days, participation of college students in inter college events and many others.**

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=9
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

445

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Sibsagar College Joysagar (Autonomous) has a registered alumni association with an reg. no. RS/SIB/A/256/G/08 of 2020-21.

Alumni are looked for to assist the institution by offering donation from their earning to pay back their alma maters. In this regards, some of the activities are cited below –

1. Mr. Ajit Kumar Das, retired HOD of Mathematic department and alumni of the College has donated two RCC room for the college which cost more than 20 lacs.

2. The 1977 pre-degree batch contributed a College gate in front of the MCB Hall which cost more than 8 lacs

3. A renowned business man and alumni of the College Mr. Tanmoy Buragohain has donated a gate in front of Old Boys Hostel which cost more than 5 lakhs.

4. The 1977 PU and B.Sc. batch has donated a shade in front of MCB Hall costing around 5 lacs.

5. The 1982-84 batch has donated a monument in front of the Library costing Rs. 6 lacs.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/upload/iqacn otification/1672333776.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **A. ? 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of

the institution

The governance in Sibsagar College is reflective of and in tune with the Vision, Mission and Objectives of the institution.

Vision:Sibsagar College endeavours to impart futuristic basis education in Science and Humanities and instill in their students admirable high patterns of discipline through our dedicated staff who are determined to set global standards, making our students educationally superior and ethically strong, who in turn shall improve the quality of life of the society, of the country and of the human race as a whole.

Mission:The Mission of the College is to educate the students from all over the country including those from the local and rural areas in such a way that they become enlightened individuals, improving the living standards of their families, the society, the state and the country they belong to. The College fraternity seeks to provide individual attention, quality education and deep sense of discipline.

Objectives:The College wants to carry forward its roles and responsibilities seriously. The College wants to be a moulding centre where the character and values of its learners are to be shaped.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/about.php http://www.sibsagarcollege.in/mission http://www.sibsagarcollege.in/objectives.php.php
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Yes, the effective leadership is visible in various institutional practices such as decentralization and participative management. The following are the testimonies through which a kind of effective leadership as well as a decentralised and participative management can be observed in the College.

1. **The Governing Body**

2. **Principal**

3. **Vice-Principal**

4. **Academic Coordinators(2 nos.)**

5. **Controller of Examination**

6. **Deputy Controller of Examination**

7. **Head of the Departments**

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/gv.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Sibsagar College endeavours to deploy a strategic and perspective plan to continuously develop its physical infrastructure, instructional facilities and academic agenda in order to achieve its overall growth and development. The following are the strategic and perspective plans in this respect.

1. **Assessment of existing infrastructure vis-à-vis existing curriculum delivery**

Discussion with stakeholders – teachers, non-teaching staff, students, alumni, parents etc. regarding planning for development

1. **Approaching various Government funding agencies like RUSA, UGC, DST, DBT etc. and Public sector agencies like ONGCL, OIL, NRL, IOCL etc. for financial assistance for augmentation of infrastructure**

2. **Preparation of Plans and Estimates for onward submission of these documents to the funding agencies.**

3. Approaching relevant organisations, institutions etc. for signing of MoUs on academic matters like faculty exchange, field works, laboratory visits etc.

4. Collaboration with various organisations and institutions in matters of academic interest like organisation of seminar, workshop, guest lecture, project works etc.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=11
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Different committees are formed to look after various matters of the institution. These are-

1. Planning committee
2. Purchase committee
3. Technical advisory committee
4. Stadium committee
5. Anti-ragging squad committee
6. Gender sensitisation and complaint committee
7. SC/ST/OBC/MOBC/MINORITY Committee
8. Building committee
9. B.Ed management committee
10. Examination committee(Board of examination)
11. Grievances redressal cell
12. Career counselling cell
13. Library committee
14. Admission committee
15. Research and development cell
16. Women study and development cell
17. Routine committee
18. Prospectus committee
19. Academic calendar committee

File Description	Documents
Paste link for additional information	https://sibsagarcollege.in/upload/notice/1672376989.pdf
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Sibsagar College has evolved some welfare mechanisms for its teaching and non-teaching staff that are deemed beneficial to everybody at different points of his/her service life. The Group Insurance Scheme taking all employees as beneficiaries adds to their retirement benefits. There are some special schemes, which take special care of people's needs at different times. They are given below.

1. **Science Teachers' Welfare Fund**
2. **Teachers' Mutual Benefit Fund**
3. **Sibsagar College Teachers' Welfare Fund**
4. **Sibsagar College Karmachari Kalyan Puji**
5. **Non-teaching Employees Association**
6. **Women's Studies and Development Cell**
7. **Grievances and Redressal Cell**

8. **Gender Sensitisation and Complaint Committee for Sexual Harassment**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

126

File Description	Documents
IQAC report summary	[View File]()
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File]()
Details of teachers attending professional development programmes during the year (Data Template)	[View File]()

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The appraisal is based on the annual performance of the employees as measured by their involvement in academic, research, and extracurricular activities. In line with this, the performance may be classified into the following categories:

(i) Teaching, Learning and Evaluation related activities

(ii) Co-curricular, Extension and Professional Development related activities, and

(iii) Research Publications and Academic Contributions

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Sibsagar College has a transparent mehanism of conducting both internal and external audit of various Funds of the College. The entire mechanism is stated below.

1. **The College appoints Internal Auditor who happens to be an experienced person in the field of auditing job, particularly a retired govt auditor**

The Internal Auditor raises significant audit objections, if any, for their redressal well ahead of external audit to be done later and also offers suggestions on important matters for improvement

1. **The External Audit is being done by the Auditor of the Govt of Assam, Local Audit Department regularly**

2. **The External Auditor raises significant audit objections, if any, at first point which are addressed by the Accounts Section of the College Office**

3. **Those audit objections which could not be addressed immmediately by the Accounts Section of the College Office are being sent to the Head Office of Local Audit Department of the Govt of Assam which are later forwarded to the College**

4. On receipt of such Audit Objections, the Principal and
   Secretary places these in the meeting of the Governing Body
   and the latter takes note of thes Objections and instructs
   the Principal and Secretary and the Accounts Section to deal
   with these Objections by taking appropriate measures or
   corrections

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

7.85 Lakh

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College charges various fees and charges through which a
considerable fund is generated in each and every year, and they
are - admission, tuition, examination and other fees from the
students, charges as rent from casually letting out Outdoor
Stadium, Auditorium, Examination halls, etc. to various local
organisations and institutes

Approaching various Government funding agencies like RUSA,
MPLADetc. and Public sector agencies like ONGCL, OIL, NRL, IOCL
etc. for mobilisation of fund for its infrastructure development
along with preparation and submission of Plans and Estimates for

onward submission of these documents to the funding agencies

The College receives donation from well-wishers, philanthropic individuals & organisations, alumni etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAChas contributed for institutionalizing the quality assurance strategies and processes in the following manner

(a) Holding seminar and workshop of various topics like - implementation of NEP, 2020; Course plan and Lession plan designing etc.

(b) Implementationof online feedback system.

(c) Preparation of Regulations for Under Graduate Programme

(d) Preparation of Regulations for PostGraduate Programme

(e)Preparation of Ordinance for autonomous college system

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/docs/1672220594.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC also provides adequate support in improving the quality and standard of teaching learning process. Learning outcomes have been reviewed through mid-term counselling of the students and by

taking feedbacks from them. IQAC motivates the faculty members to review learning outcomes from their departmental students through personal counselling and taking feedbacks. IQAC encourages the faculty members to guide the students in adopting co-curricular and extracurricular activities.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/docs/1672220594.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sibsagarcollege.in/upload/nirf/1672216533.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Sibsagar College being a co-educational institution has maintained an ambience which is congeniel in terms of gender equity or parity. The College follows certains established rules in this

respect which are mentioned below.

1. **Equal access to all stakeholders to the resources and facilities of the College.**

2. **Separate facilities for both male and female teachers and students like common room, hostel, toilet etc.**

3. **NCC participation for both male and female students**

4. **Provision for participation in various co-curricular and extra- curricular activites to male and female students**

5. **Holding of awareness programmes for gender sensitisation**

File Description	Documents
Annual gender sensitization action plan	https://sibsagarcollege.in/upload/notice/1672389338.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Sibsagar College has evolved some mechanism for management of degradable and non-degradable wastes. These mechanism are cited below.

- Solid waste management :- The solid wastes produced in the College are being first collected through two separate bins, and thereafter disposed off in certain specified pits situated at the backside of the College.

- Liquid waste management :- The liquid wastes produced in the laboratories of Botany, Chemistry and Zoology departments of the College are being drained to certain sock-pits dug at the backside of the College for this specific purpose.

- Bio waste management :- The bio-wastes produced in the laboratories of Botany and Zoology departments of the College are being drained to certain sock-pits dug at the backside of the College for this specific purpose.

- E-waste management :- The e-wastes produced in the Computer Science Department, Electronics Department, the administrative block, examination block, departmental rooms etc. are being first collected and then stored in a separate rooms for final disposal. Thereafter, these e-wastes are finally sold to outside vendors who in turn send them to specific firm/company for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College, being populated with ethnic and linguistic diversity with different tribes and communities, inculcates a sense of respect among its stakeholders show respect to each other in terms of linguistics and, as such a kind of tolerance and communal harmony is prevailing in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sibsagar College sensitizes its stakeholders in respect of constitutional obligations. These initiatives are cited below.

1. **Organisation of events, competitions on these subjects such as debate, quiz, speech competitions**

2. **Observance of important international and national days**

3. **Holding elections among students for selecting students' representatives to Sibsagar College Students' Union**

4. **Engaging the students' representatives in various college matters such as extension activities, citizen awareness programme etc.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.sibsagarcollege.in/upload/iqacn otification/1649134323.pdf
Any other relevant information	http://www.sibsagarcollege.in/upload/galle ry/1672386110.jpeg

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes   **C. Any 2 of the above**

professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	[View File](#)

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Observed

1. Republic Day, 2022

2. Independence Day, 2022

3. Gandhi Jayanti, 2022

4. International Yoga Day, 2022

5. National Science Day, 2022

6. World Environment Day, 2022

7. Platinum Jubilee of the College, 2021-2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The two best practices of the college mentioned in the last period report have been being continued till date. However, one more practice can be added to this point which is given below:

Title of the practice already initiated and being continued:

1. **Community Service and Community Participation**

2. **Practice of Environment audit and Green audit**

File Description	Documents
Best practices in the Institutional website	http://www.sibsagarcollege.in/upload/notice/1672384615.pdf
Any other relevant information	http://www.sibsagarcollege.in/viewalbum.php?id=12

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The performance of Sibsagar College in the last year may be distinctive in one area which was 'a cohesive effort of the stakeholders to get autonomous status from UGC right from taking decision in the staff meeting to sending proposal to UGC'. For this purpose, the working strategies have been prioritised and necessary thrust has been put substantially.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

UG (Arts and Science) programmes as well as PG (English & Physics) programmes of Sibsagar College, Joysagar follows specific CBCS curriculum issued from affiliatng university i.e. Dibrugarh University. The academic planning meeting of the institute commenced on the eve of the start of the academic session and the designated body/committee plans & organises the schedule of lectures depicted in a pattern of subject wise routine. The Heads of the Departments distribute the syllabus among the faculty members according to their respective area of specialisation. The curriculum has been delivered through a well-planned and documented syllabus wise class routine. Initiatives have been taken in such a manner that the members of the faculty to complete the entire syllabus/course well within the stipulated time. For that, the departments have prepared course plans for each semester. Regular interactions have been made among the teachers for assessing/reviewing the progress of the curriculum delivery. The provision of extra classes is also made to mitigate any short fall of class of the syllabus. Remedial classes are carried out for slow learners and to boost learning. To implement effective learning faculty members follow various teaching methodologies and strategies like seminars, assignments, inquiry- based instruction etc.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.sibsagarcollege.in/upload/iqac notification/1672297825.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Internal Assessments, assignments, and seminars are part of the CIE of students. As per Dibrugarh University rules and guidelines, two sessional examinations are conducted in each Semester. The sessional examination timetable prepared by the

examination committee is displayed in the notice board and also circulated among the student groups, and conducted by the department as per the schedule.

Evaluation of answer scripts and calculations of course outcome attainment are carried out by the respective department.

Results are displayed in the departmental notice boards, and the hard copies of the answer scripts are shown to the students.

The College also prepares a separate institute-level academic calendar of events or programme after getting autonomy during the year 2022. It includes details of commencement of the semester classes, notification of course plan, sessional examinations, Assignment submission etc.The calendar also comprises the admission to BA and B Sc. 1st Semester classes, interaction with 1st semester students with Officers, Freshman Social, Election of Students' Union, Departmental students' seminar, industrial visits, field visits, other co-curricular and extra-curricular activities, Counselling and Feedback Assessment, formation of Mentor-mentee forum and conduct meeting, Departmental PTAmeeting etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.sibsagarcollege.in/upload/iqac notification/1672297825.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

23

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Besides, the institute organizes different activities like tree plantation, public awareness, etc. to sensitize the students as well as society on the issues. Various activities are carried out under the active wing of College NSS and NCC whereby students can participate in various social activities along with 'Swachh Bharat' initiative. In addition to this, the College organizes various programmes relevant to gender, environment and sustainability, human values and professional ethics such as: ·

Environmental issues:

1. **World Environment Day**
2. **Swachhta Drive**
3. **Tree plantation**
4. **Environmental awareness programmes**
5. **National Science Day**

Gender:

1. **International Women's Day**
2. **Legal awareness and**
3. **Popular talk and Awareness Programme organized by the Women's Study and Development Cell.**

Human values:

1. **Celebration of Gandhi Jayanti.**
2. **Training programmes on yoga.**
3. **Teachers' day**

Cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

192

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

77

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**D. Any 1 of the above**

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://www.sibsagarcollege.in/upload/iqac notification/1672292483.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sibsagarcollege.in/upload/iqac notification/1672292483.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1035

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

484

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

1. The members of faculty follow some procedures, means for getting all students engaged in learning.
2. Emphasis is given to reflect student learning to real life.
3. The faculty members encourage students' interest and fascinations.
4. Provision is there for Counselling regarding students self- monitoring skills.
5. The faculty members follow various strategies for slow learners like remedial classes, individual mentoring etc.
6. Various ways to engage and motivate students to get reward for their success, particularly for the advanced learners.
7. Regular work assignments are a part of curriculum to develop students writing and analysing skills.
8. Seminars and class tests are held for continuous monitoring and advancement of students to the examination point of view.
9. Advanced learners have been exposed to various ICT and web based learning.
10. A few Departments have initiated project based learning.
11. The advanced learner students are guided specially for JAM by Chemistry Department.
12. Remedial measure has been taken for slow learner students and they have been provided more text and reference books from the departmental library of Chemistry.

File Description	Documents
Paste link for additional information	http://sibsagarcollegeonline.co.in/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2014	77

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Electronic TLM such as Google Earth, Global Mapper, (GIC), power point, Micromedia Flash Animations, dips etc. are the most commonly used methods adopted by the science stream. The Geology department especially deals with rock and mineral hand specimens, fossils, crystal models, geomorphic models, digital microscopes etc. The Chemistry department applies ICT enabled teaching methodologies through use of multimedia teaching aids like LCD projectors, internet enabled laptops/ tablet systems as well as audio-visual aids to demonstrate the concepts to the students. Chemdraw, MestReNova, Origin etc. are the routinely used chemistry learning softwares. The Botany department also sent some brilliant students to renowned institutions like CSIR-NEIST for improving pure scientific knowledge. Resource persons have been invited from DBT, Assam Agricultural University for hands on training of different modern instruments available in the college. The English Department peculiarly uses poem recitation techniques to verse their poems. They also use drama dialogue delivery techniques to impart better communication among the students while learning the plays of various authors.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.sibsagarcollege.in/upload/dept_activities/1648053369.jpeg

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

1. Online conferencing apps: During lockdown period, most of

the classes were taken through google meet and zoom apps. Various assessments and exams were taken through google classroom which is easy to handle and student friendly.

2. E-TLM: Commonly used electronic teaching learning materials (e-TLM) were open board, power point etc. which helps the teachers to use software to deliver information to the students easily.

3. Desktops/ Laptops/Tablets: Most of the teachers use computers for teaching learning process. It helps them to provide different materials related to their courses.

4. Projector

5. Digital Camera

6. Printer

7. Pendrive

8. Scanners

9. E- books and e-journals

10. Social media sites and webmail: Most of the teaching learning materials were shared through whatsapp as well as webmail like yahoomail, gmail, rediffmail etc.

11. Online videos: Various videos uploaded in youtubes are very much effective for students to learn their basics as well as problem solving. Teachers shares various youtube links with their students so that students get sufficient ideas and topic details comfortably.

12. Software use: Various softwares like chemdraw, ISIS draw, origin, Microsoft excel etc.

13. Whats app group

14.Online attendance

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

77

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

77

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

40

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1354

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As per dibrugarh University guidelines for internal assessment of students by continuous evaluation two sessional examinations are to be conducted during each semester. The tentative dates for first and second sessional examinations are mentioned in the Academic calendar. To conduct sessional examinations there is separate Board of Examination in Sibsagar College. The Board of Examination has fixed the date of examination, prepared a common routine for all departments and issue guidelines for setting of question papers. It also fixed a date for publication of result by the departments. As per guidelines of the Board of Examination the College conducted sessional examinations. Total internal assessment marks against each student are calculated as per university guidelines and displayed in the departmental notice board. The calculation of internal assessment is transparent and student can make grievances if any discrepancy arises.

In totality, Internal assessment marks are compiled from marks obtained in mid-semester sessional examinationa, home assignments, students' attendance and student seminar presentations.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sibsagarcollege.in/upload/iqac notification/1672297825.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

For any kinds of grievances related to internal examination, student can directly approach their respective teachers and Head of the Department. In this respect the procedure is that results have been displayed in the departmental notice boards, and the hard copies of the answer scripts have been shown to the students. In the event of any discrepancy being brought to the notice of evaluating teacher and the HoD, the same has been immediately addressed.

File Description	Documents
Any additional information	View File
Link for additional information	http://sibsagarcollegeonline.co.in/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The programme and course outcomes of Sibsagar College are stated in the departmental records,communicated to teachers and students, and also displayed on college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sibsagarcollege.in/upload/iqac notification/1672223807.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Not done in this year.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

415

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://sibsagarcollegeonline.co.in/upload/assests/prospectus.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://sibsagarcollegeonline.co.in/	

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File]()
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The following initiatives have been adopted in various Departments in respect of an ecosystem for innovations and also for creation and transfer of knowledge

1. **Conducting invited talks by renowned academicians from different institutions in many departments**

2. **Conducting Hands On training/ workshops for the students to handle different laboratory equipment by Botany Department**

3. **Arranging classes by inviting faculties from other departments of the college in a few departments**

4. **Involving the students in different extension activities (adopted village and different schools) by Botany Department and NSS**

5. **Skill development in preparation of rock thin sections for petrographical studies by Electronics Department**

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://sibsagarcollegeonline.co.in/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

55

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

1. Women Studies Development Cell, Sibsagar College, Joysagar, organized various extension activities in and around the campus. On the occasion of International Women's Day on 8th March 2021, WSDC donated a wheel Chair to Mrs. Anima Dutta at District Training cum Rehabilitation Centre for physically Handicapped at Naphukuri, Sivasagar, Assam. Dr. Diganta Sarma, Vice-Principal, Mr. Bokul Patar, Associate Professor, Mrs. Karabi Das individually donated to the rehabilitation centre for the greater benefits of the necessitous people.

   Women Studies Development Cell, Sibsagar College, Joysagar, on the occasion of International Women's Day on 8th March 2022, visited Satyam Bridhashram at Konwarpur, Sivasagar. WSDC donated Tubular Inverter Battery(165 AMPH) as a token of love to the advancing year persons.

Dr. Profulla Kalita, Principal of Sibsagar College, Joysagar delivered a speech on the occasaion of International Women's Day to create awareness regarding the International Women's Day.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/upload/iqac notification/1672305359.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

85

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries,

corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1. Total 34.38 acres of land
2. Classrooms - 21 nos. in Science section & 15 nos. in Arts section and total area covered: 20773.3 sq ft. (1930 sq. mtr.)
3. Laboratories - 17 nos. of laboratories ; total area covered: 14162.98 sq ft. (1316 sq. mtr.)
4. Central Library - a spacious reading room is available with

160 seating capacity ; Books = 60590 ; Journals = 25

; Magazines = 10 ; Back volume journals = 75 ; Newspapers = 17

; Educational CDs = 21 ; Theses = 7 ; e-Journals = All e-journals that are available in N-LIST database https://nlist.inflibnet.ac.in ; Indian Academy of Sciences https://www.ias.ac.in ; e-Books = All e-books that are available in N-LIST database ; e-PG Pathshala https://epgp.inflibnet.ac.in ; National Digital Library of India (NDLI) by IIT Kharagpur https://ndl.iitkgp.ac.in/

1. Administrative block
2. Hostels - 1 for boys and 3 for girls

3. **Staff room - 1 central staff room along Departmental common rooms in each of 16 Departments**
4. **Separate common room for boys and girls**
5. **Canteen**
6. **Two auditoriums**
7. **Internet facilities with 50 mbps bandwidth**
8. **ICT enable classrooms**
9. **135 computers**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.sibsagarcollege.in/library.php

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Sibsagar College, Joysagar has two number of sufficient spacious Auditoriums. The main auditorium namely Madhab Chandra Bezbaruah Auditorium (MCB Hall) was established in the year1968 from the collection of students and financial assistance from Assam Government with a seating capacity of 800 (eight hundred) audience with acoustic facility and a stage fitted with modern light and sound system useful for cultural program, drama..etc with electric power back-up.

For out-door sports The Sibsagar College has a Stadium in the name of Architect of the College "Parag Chaliha'' occupying 32 bigha, 3 katha and 16 locha land was established in the year 1969 with seating capacities of 1000 spectators in North and West side gallery.This Outdoor field is generally used to play Athletics, FootBall, Cricket, Khoo-khoo, Kabadi etc.

The Sibsagar College Indoor Stadium is situated in the South-West corner of "Parag Chaliha Stadium''. The dimension of the Stadium is of 110 ft length and 89 ft breadth. There are provisions for setting four numbers of Badminton Court and two numbers of Table Tennis Board at a time inside the Stadium. There is a separate washroom for Boys and Girls inside the Stadium.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=8

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=8
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

131

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library is unedrgoing automation process with ILMS and 83% of books and journals has been tagged in SOUL 2.0.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://nlist.inflibnet.ac.in/collegeadmin/index.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

66

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Systems: A total of 8 nos. PCs are added during the period to increase the total nos. of Pcs in the college campus to 135 PCs out of which 98 systems were allotted to students.Besides these, 7 nos. 600 VA UPS and 3 nos. printers are added during the period.

Wi-Fi: Currently the college is using 8 nos. wi-fi connections with 50 MBPS speed from BSNL in Administrative Office, Principal's Room, Conference Room, College Library, English PG Department and newly constructed Controller of Examinations office. Out of these 8 wi-fi connections, 3 connections are added during this period.

Internet: All systems in the Office, Library, Principal's Room, Computer Science Department, ICT Cell are networked and CAT6 cabling networking standard is being used, from 2017 all these networks were upgraded from CAT5 cables to CAT 6 cables.

Smart TV : 55 inch Smart TV (MI X55) is installed in the Conference Hall for holding conference and presentation purposes.

Projector : 5 new Projectors (BENQ – MS-550P) are procured during the period increase the strength of digital class rooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=10

4.3.2 - Number of Computers

135

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution | **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

148

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution has forty (40) fully functional Class Rooms. Digital Class Rooms and ICT enabled class Rooms One gallery room with a capacity of 100 students is fully equipped with Projector and, Digital Board and a Video Conferencing Unit. Our

Seminar/ Lecture Hall (JPCM) which can accommodate more than 300 students has a set-up of interactive digital board and LCD Projector with digital surround speakers and cordless microphones. Among eight (8) nos. newly constructed classrooms, four (4) classrooms are digital classrooms with LCD Projectors. Our Auditorium with a capacity of more than 700 is also equipped with LCD Projector and Automatic Motorized Screen.The Central library has more than 50,000 books and journals and a mammoth Reading Room with about 150 seating capacity. The automation process is almost completed along with the departmental libraries which has a rich and varied collection of books, some rare which no longer in print, and academic journals, both national and international. INFLIBNET (SOUL2.0)/OPAC facility is available. Computer and internet facility is available for the students inside the library. The science departments (Physics, Chemistry, Computer Science, Mathematics, Zoology, Botany, Geology, Electronics Dept.) along with Education, English of the college has well equipped laboratories.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=8

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

423

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to Institutional website	<u>http://www.sibsagarcollege.in/viewalbum.php?id=9</u>
Any additional information	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`34`

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`34`

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

195

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

4

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	[View File](#)

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

38

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Sibsagar College facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities. Testimonies to this fact are cited below.

1. **Provision of an elected body of students' union**

2. **Portfolio of secretaries for games and sports, music and culture, debate and quiz, literature etc.**

3. **Engaging them in various co-curricular and extra-curricular activities such as conduct of freshers' social, college week, celebration of festivals, national and international days, participation of college students in inter college events and many others.**

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=9
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

445

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Sibsagar College Joysagar (Autonomous) has a registered alumni association with an reg. no. RS/SIB/A/256/G/08 of 2020-21.

Alumni are looked for to assist the institution by offering donation from their earning to pay back their alma maters. In this regards, some of the activities are cited below –

1. Mr. Ajit Kumar Das, retired HOD of Mathematic department and alumni of the College has donated two RCC room for the college which cost more than 20 lacs.

2. The 1977 pre-degree batch contributed a College gate in

front of the MCB Hall which cost more than 8 lacs

3. A renowned business man and alumni of the College Mr. Tanmoy Buragohain has donated a gate in front of Old Boys Hostel which cost more than 5 lakhs.

4. The 1977 PU and B.Sc. batch has donated a shade in front of MCB Hall costing around 5 lacs.

5. The 1982-84 batch has donated a monument in front of the Library costing Rs. 6 lacs.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/upload/iqac notification/1672333776.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance in Sibsagar College is reflective of and in tune with the Vision, Mission and Objectives of the institution.

Vision:Sibsagar College endeavours to impart futuristic basis education in Science and Humanities and instill in their students admirable high patterns of discipline through our dedicated staff who are determined to set global standards, making our students educationally superior and ethically strong, who in turn shall improve the quality of life of the society, of the country and of the human race as a whole.

Mission:The Mission of the College is to educate the students from all over the country including those from the local and

rural areas in such a way that they become enlightened individuals, improving the living standards of their families, the society, the state and the country they belong to. The College fraternity seeks to provide individual attention, quality education and deep sense of discipline.

Objectives:The College wants to carry forward its roles and responsibilities seriously. The College wants to be a moulding centre where the character and values of its learners are to be shaped.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/about.php http://www.sibsagarcollege.in/mission http://www.sibsagarcollege.in/objectives.php .php
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Yes, the effective leadership is visible in various institutional practices such as decentralization and participative management. The following are the testimonies through which a kind of effective leadership as well as a decentralised and participative management can be observed in the College.

1. The Governing Body

2. Principal

3. Vice-Principal

4. Academic Coordinators(2 nos.)

5. Controller of Examination

6. Deputy Controller of Examination

7. Head of the Departments

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/qv.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Sibsagar College endeavours to deploy a strategic and perspective plan to continuously develop its physical infrastructure, instructional facilities and academic agenda in order to achieve its overall growth and development. The following are the strategic and perspective plans in this respect.

1. Assessment of existing infrastructure vis-à-vis existing curriculum delivery

Discussion with stakeholders – teachers, non-teaching staff, students, alumni, parents etc. regarding planning for development

1. Approaching various Government funding agencies like RUSA, UGC, DST, DBT etc. and Public sector agencies like ONGCL, OIL, NRL, IOCL etc. for financial assistance for augmentation of infrastructure

2. Preparation of Plans and Estimates for onward submission of these documents to the funding agencies.

3. Approaching relevant organisations, institutions etc. for signing of MoUs on academic matters like faculty exchange, field works, laboratory visits etc.

4. Collaboration with various organisations and institutions in matters of academic interest like organisation of seminar, workshop, guest lecture, project works etc.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://www.sibsagarcollege.in/viewalbum.php?id=11
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Different committees are formed to look after various matters of the institution. These are-

1. **Planning committee**
2. **Purchase committee**
3. **Technical advisory committee**
4. **Stadium committee**
5. **Anti-ragging squad committee**
6. **Gender sensitisation and complaint committee**
7. **SC/ST/OBC/MOBC/MINORITY Committee**
8. **Building committee**
9. **B.Ed management committee**
10. **Examination committee(Board of examination)**
11. **Grievances redressal cell**
12. **Career counselling cell**
13. **Library committee**
14. **Admission committee**
15. **Research and development cell**
16. **Women study and development cell**
17. **Routine committee**
18. **Prospectus committee**
19. **Academic calendar committee**

File Description	Documents
Paste link for additional information	https://sibsagarcollege.in/upload/notice/1672376989.pdf
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	<u>View File</u>
Screen shots of user inter faces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Sibsagar College has evolved some welfare mechanisms for its teaching and non-teaching staff that are deemed beneficial to everybody at different points of his/her service life. The Group Insurance Scheme taking all employees as beneficiaries adds to their retirement benefits. There are some special schemes, which take special care of people's needs at different times. They are given below.

1. **Science Teachers' Welfare Fund**
2. **Teachers' Mutual Benefit Fund**
3. **Sibsagar College Teachers' Welfare Fund**
4. **Sibsagar College Karmachari Kalyan Puji**
5. **Non-teaching Employees Association**
6. **Women's Studies and Development Cell**
7. **Grievances and Redressal Cell**
8. **Gender Sensitisation and Complaint Committee for Sexual Harassment**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/

workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz.,

Orientation / Induction Programme, Refresher Course, Short Term Course during the year

126

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The appraisal is based on the annual performance of the employees as measured by their involvement in academic, research, and extracurricular activities. In line with this, the performance may be classified into the following categories:

(i) Teaching, Learning and Evaluation related activities

(ii) Co-curricular, Extension and Professional Development related activities, and

(iii) Research Publications and Academic Contributions

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Sibsagar College has a transparent mehanism of conducting both internal and external audit of various Funds of the College. The entire mechanism is stated below.

1. The College appoints Internal Auditor who happens to be an experienced person in the field of auditing job, particularly a retired govt auditor

The Internal Auditor raises significant audit objections, if any, for their redressal well ahead of external audit to be done later and also offers suggestions on important matters for improvement

1. The External Audit is being done by the Auditor of the Govt of Assam, Local Audit Department regularly

2. The External Auditor raises significant audit objections, if any, at first point which are addressed by the Accounts Section of the College Office

3. Those audit objections which could not be addressed immmediately by the Accounts Section of the College Office are being sent to the Head Office of Local Audit Department of the Govt of Assam which are later forwarded to the College

4. On receipt of such Audit Objections, the Principal and Secretary places these in the meeting of the Governing Body and the latter takes note of thes Objections and instructs the Principal and Secretary and the Accounts Section to deal with these Objections by taking appropriate measures or corrections

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

7.85 Lakh

File Description	Documents
Annual statements of accounts	[View File](#)
Any additional information	[View File](#)
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College charges various fees and charges through which a considerable fund is generated in each and every year, and they are - admission, tuition, examination and other fees from the students, charges as rent from casually letting out Outdoor Stadium, Auditorium, Examination halls, etc. to various local organisations and institutes

Approaching various Government funding agencies like RUSA, MPLADetc. and Public sector agencies like ONGCL, OIL, NRL, IOCL etc. for mobilisation of fund for its infrastructure development along with preparation and submission of Plans and Estimates for onward submission of these documents to the funding agencies

The College receives donation from well-wishers, philanthropic individuals & organisations, alumni etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAChas contributed for institutionalizing the quality assurance strategies and processes in the following manner

(a) Holding seminar and workshop of various topics like – implementation of NEP, 2020; Course plan and Lession plan desigining etc.

(b) Implementationof online feedback system.

(c) Preparation of Regulations for Under Graduate Programme

(d) Preparation of Regulations for PostGraduate Programme

(e)Preparation of Ordinance for autonomous college system

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/docs/1672220594.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC also provides adequate support in improving the quality and standard of teaching learning process. Learning outcomes have been reviewed through mid-term counselling of the students and by taking feedbacks from them. IQAC motivates the faculty members to review learning outcomes from their departmental students through personal counselling and taking feedbacks. IQAC encourages the faculty members to guide the students in adopting co-curricular and extracurricular activities.

File Description	Documents
Paste link for additional information	http://www.sibsagarcollege.in/docs/1672220594.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the	B. Any 3 of the above

institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sibsagarcollege.in/upload/nirf/1672216533.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Sibsagar College being a co-educational institution has maintained an ambience which is congeniel in terms of gender equity or parity. The College follows certains established rules in this respect which are mentioned below.

1. Equal access to all stakeholders to the resources and facilities of the College.

2. Separate facilities for both male and female teachers and students like common room, hostel, toilet etc.

3. NCC participation for both male and female students

4. Provision for participation in various co-curricular and extra- curricular activites to male and female students

5. Holding of awareness programmes for gender sensitisation

File Description	Documents
Annual gender sensitization action plan	https://sibsagarcollege.in/upload/notice/1672389338.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Sibsagar College has evolved some mechanism for management of degradable and non-degradable wastes. These mechanism are cited below.

- **Solid waste management :- The solid wastes produced in the College are being first collected through two separate bins, and thereafter disposed off in certain specified pits situated at the backside of the College.**

- **Liquid waste management :- The liquid wastes produced in the laboratories of Botany, Chemistry and Zoology departments of the College are being drained to certain**

sock-pits dug at the backside of the College for this specific purpose.

- Bio waste management :- The bio-wastes produced in the laboratories of Botany and Zoology departments of the College are being drained to certain sock-pits dug at the backside of the College for this specific purpose.

- E-waste management :- The e-wastes produced in the Computer Science Department, Electronics Department, the administrative block, examination block, departmental rooms etc. are being first collected and then stored in a separate rooms for final disposal. Thereafter, these e-wastes are finally sold to outside vendors who in turn send them to specific firm/company for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

    1. Restricted entry of automobiles

2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan)	**B. Any 3 of the above**

accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College, being populated with ethnic and linguistic diversity with different tribes and communities, inculcates a sense of respect among its stakeholders show respect to each other in terms of linguistics and, as such a kind of tolerance and communal harmony is prevailing in the campus.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sibsagar College sensitizes its stakeholders in respect of constitutional obligations. These initiatives are cited below.

   1. Organisation of events, competitions on these subjects such as debate, quiz, speech competitions

2. **Observance of important international and national days**

3. **Holding elections among students for selecting students' representatives to Sibsagar College Students' Union**

4. **Engaging the students' representatives in various college matters such as extension activities, citizen awareness programme etc.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.sibsagarcollege.in/upload/iqac notification/1649134323.pdf
Any other relevant information	http://www.sibsagarcollege.in/upload/gallery/1672386110.jpeg

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Observed

1. Republic Day, 2022

2. Independence Day, 2022

3. Gandhi Jayanti, 2022

4. International Yoga Day, 2022

5. National Science Day, 2022

6. World Environment Day, 2022

7. Platinum Jubilee of the College, 2021-2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The two best practices of the college mentioned in the last period report have been being continued till date. However, one more practice can be added to this point which is given below:

Title of the practice already initiated and being continued:

  1. Community Service and Community Participation

  2. Practice of Environment audit and Green audit

File Description	Documents
Best practices in the Institutional website	http://www.sibsagarcollege.in/upload/notice/1672384615.pdf
Any other relevant information	http://www.sibsagarcollege.in/viewalbum.php?id=12

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The performance of Sibsagar College in the last year may be distinctive in one area which was 'a cohesive effort of the stakeholders to get autonomous status from UGC right from taking decision in the staff meeting to sending proposal to UGC'. For this purpose, the working strategies have been prioritised and necessary thrust has been put substantially.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The Plan of Action of Sibsagar College for next year are –

1. **Starting of PG in Education**

2. **Starting of a few Diploma and PG Diploma courses in some careen oriented fields/subjects**

3. **Organisation of two national level seminars, one in Arts and another in Science**

4. **Celebration of Platinum Jubilee of the College with year long programmes**

5. **Infrastructure development – completion of some new construction projects – two women's hostels, one administrative block and expansion of existing canteen.**

6. Infrastructure development – construction of two three-storied academic buildings, one for Arts and another Science Stream. A plan and estimate has already submitted to Govt. of Assam.

7. Infrastructure development – installation LT line in the college campus along with a 250 kva eco-friendly generator set.