

## ***The Annual Quality Assurance Report (AQAR) of the IQAC***

*(July 1, 2016 to June 30, 2017)*

### **Part – A**

#### **1.Details of the Institution**

1.1 Name of the Institution	SIBSAGAR COLLEGE, JOYSAGAR
1.2 Address Line 1	P.O. JOYSAGAR
Address Line 2	JOYSAGAR
City/Town	SIVASAGAR
State	ASSAM
Pin Code	785665
Institution e-mail address	sibcoll@rediffmail.com
Contact Nos.	09435500022
Name of the Head of the Institution:	Dr. Profulla Chandra Kalita
Tel. No. with STD Code:	03772-270578
Mobile:	09435500022

Name of the IQAC Co-ordinator: Dr. Dulen Saikia

Mobile: 9435055085

IQAC e-mail address: iqacsibsagarcollege@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN18879) ASCOGN11677

1.4 NAAC Executive Committee No. & Date:  
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner-bottom  
of your institution's Accreditation Certificate) EC/33/245 dated 16-9-2004

1.5 Website address: www.sibsagarcollege.in

Web-link of the AQAR: http://www.sibsagarcollege.in/AQAR2016-17.pdf

#### 1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	77.65	2004	5 years
2	2 <sup>nd</sup> Cycle	A	3.13	2017	5 years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY 24/03/2004

1.8 AQAR for the year (for example 2010-11) 2016-17

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

- i. AQAR 2010-11 submitted on 15/03/2013
- ii. AQAR 2011-12 submitted on 15/03/2013
- iii. AQAR 2012-13 submitted on 06/05/2016
- iv. AQAR 2013-14 submitted on 06/05/2016
- v. AQAR 2014-15 submitted on 06/05/2016
- vi. AQAR 2015-16 submitted on 25/12/2018

1.10 Institutional Status

University ☐ State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☒ No ☐

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

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

TEI (Edu) ☒ Engineering ☐ Health Science ☐ Management ☐

Others (Specify) PGDCA (Regular), BCom, BBA, BMC, BCA, MA, MBA, MSW, MCA, D.El.Ed (ODL)

1.12 Name of the Affiliating University (for the Colleges)

Dibrugarh University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

## **2.IQACComposition and Activities**

2.1 No. of Teachers

19

2.2 No. of Administrative/Technical staff

4

2.3 No. of students

0

2.4 No. of Management representatives

1

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and  
community representatives

2

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

0

2.9 Total No. of members

26

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Preparation SSR for 2<sup>nd</sup> cycle of assessment and accreditation.
- Monitoring and assessing teachers' performance for their promotion to next higher grade.
- Preparation of academic calendar.
- Counselling for students.
- Planning of co-curricular and extra-curricular activities.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
1. Introduction of PG programmes	1. Final stage of approval of PG in English
2. Enhancement of ICT infrastructure	2. Many latest ICT gadgets were installed in classrooms

*\*Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body      Yes ☒      No ☐

Management ☒      Syndicate ☐      Any other body ☐

Provide the details of the action taken

The AQAR was approved.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01 (Regular) 10 (ODL)	01	01	
UG	02 (Regular) 05 (ODL)			
PG Diploma	01			
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	19			
Interdisciplinary	01			
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	
Annual	17

##### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni ☐ Parents ☒ Employers ☐ Students ☒

##### Mode of feedback:

Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

*\*Please provide an analysis of the feedback in the Annexure*

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

Revision was done by the affiliating university in some subjects.

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	69	30	39		

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year		Asst. Professors		Associate Professors		Professors		Others		Total	
		R	V	R	V	R	V	R	V	R	V
		01	10							01	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	16	3
Presented papers	4	22	0
Resource Persons	1	2	5

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

- Use of ICT tools,
- Giving note for difficult topics,
- interaction with students,
- Using audio- visual aids for some classes such as LCD projector, table, charts OHP etc.,
- taking test at regular intervals,
- take revision classes according to student feedback,
- encouraging them to study books and go through internet for extra learning

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

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,



Double Valuation, Photocopy, Online MultipleChoice Questions)

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

8	0	0
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2.10Average percentage of attendance of students

92%
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	139		26%	34%	5%	90 (65%)
BSc	222	2.4%	29%	33.6%		144 (65%)

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

- feedback from the students and parents,
- meetings of HoDs, teaching staffs, Board of Examination etc.,
- the analysis of the performance of the students in the end semester examinations

2.13Initiativesundertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	5
Staff training conducted by the university	1
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	5
Others	1

2.14Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	1		02
Technical Staff	29	5		14

### Criterion – III

#### 3. Research, Consultancy and Extension

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

The College has formed two separate research committee for Arts and Science streams for addressing different issues of research. The efforts made by the institution in developing scientific temper and research culture and aptitude among students are – holding national and international conferences, seminars, talks, arranging field work, visit to research institutions etc.

##### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2			
Outlay in Rs. Lakhs	14.48			

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	3	7	2
Outlay in Rs. Lakhs	5.70	8.71	16.92	

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	13	0
Non-Peer Review Journals	0	5	2
e-Journals	0	0	0
Conference proceedings	0	3	0

##### 3.5 Details on Impact factor of publications:

Range  Average  1 h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC	10.26 Lakh	10.13 Lakh
Minor Projects		UGC	16.22 Lakh	16.31 Lakh
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other (Specify)				
Total			20.48 Lakh	26.44 Lakh

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences  
organized by the Institution

Level	International	National	State	University	College
Number		1			
Sponsoring agencies		ICSSR ICHR & College			

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

7

1

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

1

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

JRF  SRF  Project Fellow  Any other

3.21 No. of students Participated in NSS events:

University level  4 State level  45  
National level  2 International level

3.22 No. of students participated in NCC events:

University level  7 State level  26  
National level  10 International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level  1  
National level  1 International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="4"/>
NCC	<input type="text" value="4"/>	NSS	<input type="text"/>
		Any other	<input type="text" value="4"/>

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

- Flood Donation Camp
- Community service extended by the students under NSS programme of the college

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	34.38 acres	-	-	34.38 acres
Class rooms	36	-	-	36
Laboratories	10	-	-	10
Seminar Halls	4	-	-	4
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2.55	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Following facilities have well equipped computer facilities:

- Administrative Office
- Central Library
- All Departments
- 3 Computer labs
- Examination Control Room

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	57902		844		58746	
Reference Books	20500		400		20900	
e-Books						
Journals	50662		355		51017	
e-Journals	N-List				51000	
Digital Database	SOUL 1				SOUL 1	
CD & Video	09				09	
Others (specify)	104 (manu- scripts)				104 (manu- scripts)	

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	89	35	15	15	35	8	16	10
Added								
Total	89	35	15	15	35	8	16	10

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

Handsome training has been provided to teachers and students regarding:

- Operation of PC for networking
- Dibrugarh University Internal Assessment and Practical marks entry software.
- Examination zone marks entry software
- Operation of projectors in ICT classrooms

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	5.04 lakh
iii) Equipments	2.54 lakh
iv) Others	
<b>Total :</b>	<b>7.58 lakh</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Monitoring of quality teaching-learning processes
- Guidance to students while participating in inter-college events – sports, culture, debating etc.
- Monitoring of grievance redress mechanism
- Supervision of various students oriented programmes and festivals.

#### 5.2 Efforts made by the institution for tracking the progression

- Students' performance in university examinations are recorded, analysed and send to individual departments for betterment
- Students' progression in co-curricular and extra-curricular activities are also monitored and guided to do better

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2165	20		

#### (b) No. of students outside the state

02

#### (c) No. of international students

0

No	%
1338	62%

No	%
827	38%

MenWomen

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
431	133	134	1192	0	1890	546	163	132	1324	0	2165

Demand ratio 1:5 Dropout % 32%



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

- Various information were put in the Notice board in front of the Central Library
- Counselling of individual departments for preparation of syllabus for upcoming CBCS system which is about to be introduced in college level by affiliating university

No. of students beneficiaries

145

5.5 No. of students qualified in these examinations

NET  SET/SLET  2 GATE  CAT   
IAS/IPS etc  State PSC  2 PSC  Others  2

5.6 Details of student counselling and career guidance

No. of students benefitted

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level

10

National level

3

International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	47	
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

The Vision of the College speaks of providing knowledge and working for excellence in the fields of Social Science, humanities and science education and also to ensure the benefits of research worth in tune with the global developments, and is communicated to all its stakeholders – students, teachers, staff, guardians and local community.

The Mission of the college is to educate students so that they become resources capable of contributing to improve the living standards of their families, society, state and the nation as a whole.

#### 6.2 Does the Institution has a management Information System

Yes, the College has made the following initiatives in respect of management information system through some dedicated software:

- Use of SCSAL for accounting
- Use of Academic DCL for students' admission and record keeping
- Use of a SQL based database programme for examination system
- Use of SOUL for library management system

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

##### 6.3.1 Curriculum Development

- Holding of a special counselling at the beginning of the academic session,
- Arrangement of mid semester feedback assessment

##### 6.3.2 Teaching and Learning

- Exposure of students to web-based learning contents besides conventional ones
- Sharing of learning materials through group e-mail ids, e-forums, academic social networking sites like ResearchGates etc.
- Discussion and practising of syllabi oriented model questions
- Remedial classes for ST/SC students
- Creation of easy learning contents for slow learners

### 6.3.3 Examination and Evaluation

- Conduction of two sessional tests
- Obtaining students feedback on evaluated answer scripts
- Awarding of Internal Assessment (IA) Marks on the basis of Home Assignments, Group Discussions, Seminars, Sessional test and attendances.
- Running of Dirbrugarh University end semester answer-script evaluation zone

### 6.3.4 Research and Development

- Research & development on medicinal plants
- Research on DNA/RNA estimation, tissue culture etc. in Biotech Hub along with creating awareness on applications of biotechnology
- Advance research on nanotechnology - synthesis of polymer capped quantum dots (QDs), nanomagnetic materials, bio-synthesis of metal nanoparticles and study and development of inorganic solar cells in the Material Science Laboratory

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Conservation of rare manuscripts of medieval Assam
- Purchase of new text and reference books
- Purchase of computers
- Development of keep-ups of museum displays
- Upgradation of internet cell
- Enhancement of Book Bank facility for students

### 6.3.6 Human Resource Management

- Career counselling for students.
- Putting up of placement information in separate notice-board.
- Sending of faculty members to various faculty development programmes.
- Promotion of a research culture for both teachers and students as a whole and the former in particular ; encouragement to faculty members to take up research projects and FIP scheme for M.Phil/Ph.D research.
- Provision of training for non-teaching staffs on matters of office management
- Mentoring of the students in co-curricular and extra-curricular activities, encouragement to them towards participation in inter-collegiate events and also guidance to them to become coherent to environmental issues.

### 6.3.7 Faculty and Staff recruitment

Transparent mechanism for recruitment of faculty members and non-teaching employees as per the government/UGC rules and regulations

### 6.3.8 Industry Interaction / Collaboration

- Provision of on site visit of students to industries/factories
- Interaction with PSU giant ONGCL on matters of infrastructure development, academic , co-curricular and extra-curricular programmes

### 6.3.9 Admission of Students

- Advertisement regarding admission is given in newspapers and details of admission information is provided in Prospectus
- Transparent admission policy and publication of merit lists after thorough scrutiny of admission forms and documents by the admission committee
- Observance of reservation policies as per government and university rules
- Provision of three preferential options of choosing major and non-major subjects
- Waiving and reduction of admission fee for students of poor economic background.

### 6.4 Welfare schemes for

Teaching	03
Non teaching	01
Students	08

### 6.5 Total corpus fund generated

### 6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	---	Yes	Principal
Administrative	No	---	No	---

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

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☐

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

NA

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

NA

6.11 Activities and support from the Alumni Association

Alumni are part and parcel of the College. Many a times they provide necessary support, advice, expertise, inspiration etc. as and when called for, and also sometimes voluntarily on their own for the greater benefit of the existing students. e.g.

1. Noted film personality, Mr.JahnuBaruah, organised a workshop "Cinema, Photography as a Career".
2. Dr. R. Baruah, Director NEIST, Dr. S.N. Baruah, V.C. KKHSOU, Prof. P. Mahanta, Prof. G. Phukan, Prof. A. Baruah etc. came to college as resource persons in various academic programmes for knowledge sharing with students.
3. Three alumni (one IAS, one IPS and one professor of NEHU) had donated a book bank for competitive examinations

6.12 Activities and support from the Parent – Teacher Association

Meetings of Parent Teacher Association (PTA) are held regularly at the beginning and also at the middle of the academic session by each and every department of the college. Suggestions of the parents are given due importance and at the same time they are also apprised about the progression of their wards. This practice has helped the institution's overall teaching learning process.

6.13 Development programmes for support staff

The College has made a continuous effort for uplift of the standard of the support staff through various development programmes held throughout the year. Moreover, through various welfare schemes of the College the aspect of the material wellbeing of them are also looked into.

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

- Plantation of saplings within and outside the campus
- Participation of students, teacher, administrative and technical staffs of institution in the Swachh Bharat Abhiyaan - स्वच्छभारतअभियान (SBA)
- Students participation in Green Sivasagar Rally
- Systematic and scientific disposal of waste
- Water harvesting from surface water reservoir system by conserving groundwater
- Many official works are done online to reduce the use paper
- Sharing of vehicles to reduce carbon emission in the campus

Criterion – VII

7. Innovations and Best Practices

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

Planning was done for opening of a separate institution within the ambit of Sibsagar College for starting Teacher Education programmes as per NCTE guidelines.

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

- Permission obtained from NCTE for starting B.Ed. programme from 2015-16 academic session
- Biotech Hub was established
- ICT infrastructure was enhanced
- Data collection for preparation of SSR has been started

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

- Promotion of research culture amongst the faculty members and students
- Participatory method in the working environment of the college

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Maintenance of a green campus with regular plantation of saplings
- A symposium at institutional level on 'Relevance of the Policies of Mahatma Gandhi towards Conservation of Environment' was organised by Teachers' Unit.
- World Environment Day was observed in which particularly the students were made aware of the newer concepts of conserving our nature. A students' rally was done to mark the significance of the occasion.
- Participation of students, teacher, administrative and technical staffs of institution in the Swachh Bharat Abhiyaan - स्वच्छभारतअभियान (SBA)
- Students participation in Green Sivasagar Rally

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

As any other information we wish to put the following SWOC analysis of our College.

**Strengths:**

- A green pollution free campus amidst a serene environment as well as historical relics and monuments.
- A Strong, progressive and supportive Governing body with leading academicians having experience and expertise in the field of higher education.
- A dedicated team of teaching and non-teaching employees headed by the principal.
- High enrolment of students every year and many of them are bright and meritorious.
- The up to date technologies and facilities available in the College and used by the faculty for effective teaching.
- An automated Library with text books, rich reference books, journals, news papers, magazines, research volumes and a spacious reading room, and a Museum is attached with it.
- Adequate physical facilities for facilitating teaching-learning process.
- Sufficient classrooms both in Science and Arts Section, technology enabled learning spaces, seminar halls, departmental Laboratories and libraries, Biotech Hub Lab, Botanical garden.
- A formal and fully operational Board of examination which takes all decision for conducting the internal examinations as well as end semester examinations.



- Language laboratory and psychology laboratory.
- NSS unit, NCC units (both army and navy) for both boys and girls.
- A formal and operational Career Counselling Cell.
- Various equipments for teaching, learning and research – sufficient LCDs, OHPs, Smart Boards, Video Conferencing Unit, Computers, Internet Terminals, Audio-systems, Xerox and Printers, E-Journals etc.

**Weaknesses:**

- Almost all buildings of the college are very old and dilapidated condition.
- Being situated at the bank of the large Joysagar Tank, soil condition is not suitable for construction of multi-storied building.
- Most of the students belonging to rural community and much of them hailing from poor economic background.
- A few regular/sanctioned posts in both teaching and non-teaching staff are lying vacant since last three / four years.
- Autonomy has not been granted.

**Opportunities:**

- The College has received grant from different organizations like UGC, DST, DBT, DeitY and other Govt. Organization.
- The UGC has accorded the college the prestigious status of “College with potential for excellence” (CPE).
- Besides its general B.A. and B.Sc. programmes, there are a few Certificate, Diploma, Post Graduate programmes offered through both regular and ODL modes, which are basically professional and skill oriented in such a manner that it can facilitate its students to earn twinning /dual degree.
- The College has recently added two years B.Ed. programme recognized by NCTE.
- The college has study centres and offers various programmes under ODL mode recognized by Krishna KantaHandique State Open University, and M.A in various subjects under ODL mode recognized by Dibrugarh University.
- The College publishes a research journal called *Journal of Frontline Research in Arts and Science (JFR)* with ISSN No. and thus the faculty and the students are getting opportunity to publish their research articles.
- Using the ICT tools teachers have the opportunity to make lectures more interactive.
- A learn and earn culture among the students is facilitated to face their final examinations.
- Three mutual welfare funds are running among and for the teaching and non-teaching employees of the College.

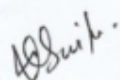
- Holding regular extension programmes to inspire the students to owe responsibility towards the society, and also to promote institution-neighbourhood-community network.
- Host of co-curricular and extra-curricular activities are being promoted to expose the potentialities and talents of the students.
- The College publishes its prospectus annually.
- The College has a dynamic website of its own.
- In addition the routine bound regular classes, there is facility of mentoring, tutoring, remedial classes, library classes etc.

**Challenges:**

- Salary burden of temporary teachers and non-teaching staff on management.
- Reconstruction and/or renovation of old and dilapidated buildings with limited fund.
- Need to increase number of scholarship and freeship to economically disadvantageous students.
- Limited flexibility in curriculum designing and framing due to University affiliation system.

**8. Plans of institution for next year**

- Starting of PG in more departments
- Digitalization of Library resources
- Construction of a multi-storeyed building for administrative set-up.
- Construction of additional buildings for classroom and laboratory
- Completion of half-built Indoor Stadium



Name Dr. Dulen Saikia

\_\_\_\_\_  
Signature of the Coordinator, IQAC



Name Dr. Profulla Chandra Kalita

Principal & Secretary  
Sibsagar College, Joysagar

\_\_\_\_\_  
Signature of the Chairperson, IQAC



**SIBSAGAR COLLEGE, JOYSAGAR**  
**Academic Calendar**  
 Session: 2016-2017

Sl. No.	Event/ Programme	Date
1.	Admission to BA/B Sc 3rd and 5th Semester Classes	1st June – 30th June, 2016
2.	Notification of Class Routine for 1st Semester, 3rd Semester and 5th Semester students.	1st June, 2016
3.	Notification of course plan for 3rd and 5 <sup>th</sup> Semester classes	1st June, 2016
4.	Commencement of the 3rd and 5th Semester Classes	1st June, 2016
5.	Admission to BA/B Sc 1st Semester Classes	2nd June – 16th June, 2016
6.	Issue of Registration Form to 1st Semester Students	On the day of admission.
7.	Commencement of the 1st Semester Classes	20th June, 2016
8.	Notification of course plan for 1st Semester classes	20th June, 2016
9.	Interaction with 1st Semester students by the Principal and the Teachers	25th June, 2016
10.	Fresher's Social (Hostel Fresher's Social by 29th June, 2016)	30th June, 2016
11.	Mid Semester Break/ Vacation	1st July – 31st July, 2016
12.	Re-commencement of the 1st , 3rd and 5th Semester Classes	1st August, 2016
13.	1st Sessional Examination for 1st , 3rd and 5th Semester classes	10th August – 13th August, 2016
14.	Submission of filled-in Registration Form by 1st Semester students a) Arts b) Science	16th August, 2016 17th August, 2016
15.	Election to Students' Union a) Notification b) Issue of Nomination Paper c) Submission of Nomination d) Withdrawal of Nomination e) Scrutiny of Nomination Papers f) Campaigning g) Voting, Counting and Result h) Oath taking and installation of New Executive Body of SCSU	13th August, 2016 16th August, 2016 18th August, 2016 19th August, 2016 20th August, 2016 23rd & 24th August, 2016 26th August, 2016 1st September, 2016
16.	Notification of Result of 1st Sessional Examination in the Department Notice Board	1st September, 2016
17.	Students Counseling & Mid-Semester Feedback	2th September, 2016

	Assessment for BA / B Sc 1st, 3rd and 5th Semester Students	
18.	Form fill-up of End Semester Examination by 1st Semester students a) Arts b) Science	15th September, 2016 16th September, 2016
19.	Form fill-up of End Semester Examination by 3rd Semester students a) Arts b) Science	17th September, 2016 19th September, 2016
20.	Form fill-up of End Semester Examination by 5th Semester students a) Arts b) Science	20th September, 2016 21st September, 2016
21.	Last date of giving Assignment to 1st, 3rd & 5th Semester students	24th September, 2016
22.	Last date for Assignment Submission by the students	26th September, 2016
23.	2nd Sessional Examination for 1st, 3rd & 5th Semester classes	27th September – 30th September, 2016
24.	Submission of Budget for College Week by the Union Body to the Office of the Principal	3rd October – 5th October, 2016
25.	Academic Excursion/ Field Work, if any	8th October – 11th October, 2016
26.	Notification of result of 2nd Sessional Examination in the Department Notice Board	12th October, 2016
27.	Completion of courses of 1 <sup>st</sup> , 3rd & 5th Semester classes	By 14th October, 2016
28.	College Week	18th October – 22nd October, 2016
29.	Study break for 1st, 3rd & 5th Semester students	23rd October – 31st October, 2016
30.	Submission of Internal Assessment Marks of 1 <sup>st</sup> , 3rd & 5th Semester students by the departments to the Principal	25th October, 2016
31.	End Semester Examination of the B A / B Sc programmes	1st November - 30th November, 2016
32.	College Foundation Day Celebration	2nd November, 2016
33.	Semester End Break/ Vacation	1st December – 31st December, 2016
34.	Programme for welcoming New Year in the College	1st January, 2016
35.	Notification of Class Routine for 2nd, 4th & 6th Semester classes	1st January, 2016
36.	Notification of course plan for 2nd, 4th & 6th Semester classes	1st January, 2016
37.	Commencement of Classes of 2nd, 4th & 6th Semester	2nd January, 2016