



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SWAMI YOGANANDA GIRI COLLEGE

**P.O.- SAKTIASHRAM, DISTRICT- KOKRAJHAR
783354**

www.sygcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Swami Yogananda Giri College was established in 1994. Being located in a rural area student from nearby villages come to pursue various programs of study in the college. Since its inception the college has been offering under graduate programmes in Arts and Humanities. Besides, the college has the aim to introduce some career-oriented course and vocational education. Behind the background of the establishment of the college, it is a long story of selfless dedicated service and sacrifices made to the course of education by one person Swami Yogananda Giri Maharajji whose dream of establishing a higher educational institution was fulfilled. The institutional motto “**Satyam Shivam Sundaram**” ingrained in its emblem which means truth is beauty, beauty is truth. The service to mankind is the service to godliness.

The college is established in the sacred ground of Swami Yogananda Giri Maharajji who knows that only knowledge can bring light among the people of this rural area. His dream was to establish a rural university in the area and the college is the first step towards this dream. The college is situated at Saktiashram which is at a distance of 15 KM from nearby town Kokrajhar. The Swami Yogananda Giri College was initially affiliated to Gauhati University permanently in the year 2008-09. Besides, the college was recognized under 2(f) and 12(B) of UGC Act 1956. But, after the establishment of Bodoland University the affiliation of the college has shifted to Bodoland University in the year 2020 maintaining status quo as per government and Bodoland University rules. Since inception, the college has been under progress with the help of grants by State Governments as well as local bodies. It has been catering not only to the higher educational aspirations of the youth of the region but also providing employment opportunities. The college ushers a vibrant environment through participative and decentralized involvement of students, teachers, alumni, guardians and local community. There is regular day shift for class timing of the college. It is a co-educational institution offering undergraduate programmes in Arts and Humanities.

Vision

The college envisages to fulfill the visionary aspirations to impart quality higher education and enlightenment to the aspiring students of the locality as well as other diverse areas. To provide affordable quality education, while equipping students with knowledge and skills in their chosen stream.

Mission

- To make teachers and the taught partners in the learning process.
- To impart quality education, keeping in view the needs of the times and harmonizing it with the cultural matrix of the society.
- To provide affordable quality education to the rural poor students of the locality as well as of the region by making higher education accessible to them.
- To inculcate moral and ethical values among the students which was reflected in Swami Yogananda Giri’s ideals.
- The college has a mission to develop self-realization by promoting co-curricular and extra-curricular activities simultaneously.

- To generate resources and develop basic infrastructure so as to provide the facility for research and development and to create an inspiring atmosphere of creative activity.
- To develop a sense of sustainable development.
- To help and equip the students with commonsense, dignity, self-control and hard work so that they can effectively counter or negate the menace of communalism intolerance, violence and hatred.
- The institution has a mission to fulfil the visionary dream of Swami Yogananda Giri to make it a global educational hub.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- College is located in a rural area, students from nearby area come to pursue various programmes of study.
- The students of the institution come from diverse ethnic group with good student strength and the institution has dedicated teaching and non- teaching staff.
- The college has a well-stocked library and the different departments have their own departmental library with a good number of books.
- Existence of a Publication Hub and a good number of institutional publications.
- Sufficient number of classrooms with ICT facilities.
- Fully online admission process.
- Provision of computers, printers and internet facility for all academic departments.
- Dynamic institutional web portal with unlimited data storage.
- Conduct Quality Audits.
- Provisions for adequate and safe drinking water.
- Zero incidents of ragging, gender-based violence and other forms of student unrest or protests.
- Ragging free, plastic free, tobacco free, eco-friendly, safe and secured gender friendly campus with CCTV coverage in the vital points of the campus.
- Decentralization and participative management through large number of in-house bodies with representation of students in in-house committees and cells.
- Students are encouraged to publish their creative thoughts in the annual college wall magazine and departmental wall magazines.
- IQAC is actively involved in different student centric activities with the involvement of different cells and committees.
- Good cooperation and harmonious involvement of society with college.
- Effective implementation of curriculum prescribed by the affiliating university.

Institutional Weakness

- Institution has no freedom to formulate its own curriculum because it is fully designed by the affiliating university.
- Financial limitations in Academic and Administrative work.
- Institution is situated in a rural area lacking proper facilities for extra-curricular activities.
- Absence of infrastructural provisions.
- Inadequate sanctioned posts for non-teaching and teaching staff due to government policies.

Institutional Opportunity

- The faculty members may avail the research facilities offered by various funding agencies.
- For widening the scope for employment opportunities employment oriented short term courses, seminars or workshops can be organized.
- Institutional infrastructural inadequacies can be eliminated with grants received from RUSA, government of Assam, etc. and other stakeholders.
- Overall development can be achieved with required equipment and software.
- To conduct field works / extra-curricular activities for students.
- Improve the scope of sports and cultural facilities.
- To ensure a good student computer ratio and free wi-fi facility to all students.
- To set up a centralized mentoring system for the students.

Institutional Challenge

- To mobilize proper record system of students pursuing higher studies and placement.
- To upgrade infrastructural facilities in different academic departments.
- To meet the deficit of academic staff in different departments for smooth running of various programmes and activities.
- To mobilize alumni for generating resources.
- To provide institutional aids to needy students and financial support to faculty members for participation in various academic meets from limited resources.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Swami Yogananda Giri College is affiliated to Bodoland University and follows the curriculum prescribed by the affiliating University. The college offers under graduate program in six subjects i.e., Assamese, English, Economics, Education, History and Political Science. Except the subject Education and History, the other subjects offer Honours Programme along with Regular Programmes.
- From the academic session 2019-2020, CBCS has been introduced in all UG programmes.
- To provide an effective curriculum delivery and classroom interaction, all the faculty members prepare their own academic diary which include lecture hours, topics and other co-curricular activities to be conducted during the academic year and the progress of those works are regularly monitored by the head of the departments.
- Academic calendar, departmental time table, attendance registers, record of daily classes, student seminars and home assignments are there for smooth running of the curriculum.
- Cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics are integrated in the prescribed courses.
- The departments organize field trips, educational study tours and internship for the students.
- The faculty members encourage students to participate in programmes organized by various cells which include celebration of important days, plantation, orientation, practices of yoga, cleanliness drive, etc. for the all-round development of students.
- IQAC devices feedback mechanism for different stakeholders and the actions are taken accordingly.
- The library facility encourages students to gather knowledge about curriculum.

- The college adopted 29 add on courses for earning knowledge about different field of study.

Teaching-learning and Evaluation

- Soon after the admission a familiarization session and library orientation programmes are organized so that the new comers can get familiarize with the course curriculum.
- To enrich the teaching-learning process of the college student centric and participative learning methods and tools like field project, students' seminars and ICT enabled classes are applied.
- Average number of the full-timeteachers of the college is 15 and 5 of them possessed Ph.D.
- Student mentoring system has been started in the college.
- An Academic Committee has been formed to resolves issues related to academic interests through meeting with stakeholders of the college like parent teacher meets or through teacher and students meets.
- Monthly class attendance of the students is monitored by the department and attendance below 75 percent is used as a disqualifier for appearing in the term end examinations as well as for contesting in the student's union elections.
- Academic Calendar drafted by IQAC, on the basis of the Affiliating Universities Academic Calendar. Prescribed norms are followed by the college for holding different curricular, co-curricular and extra-curricular activities. In addition to these other academic activities like seminars, home assignment, field trips, group discussion, project works etc. are held for the academic progress and overall development of the students.
- Programme outcome and course outcome are displayed in the college website and learning outcome are reflected through the increasing number of students getting high scores and getting good results in term end examinations.

Research, Innovations and Extension

- Swami Yogananda Giri College has taken initiative for publishing quality publications and the publication hub successfully published 5 research books.
- IQAC has taken up initiative to co-ordinate stakeholders of the college through a WhatsApp group for facilitating exchange of qualitative ideas.
- Faculty members of the institution are encouraged to pursue higher qualifications to enhance their quality; 5 full time faculty members have obtained their Ph.D. during the assessment period while 1 member is currently pursuing Ph.D.
- Faculty members have published research paper in UGC notified journals and in other peer reviewed journals along with presented and published papers in conference / seminars / workshop and conference proceeding and research books / chapters in edited volumes.
- A number of extension and social outreach programmes were conducted by IQAC and NSS units.
- Currently, there are 8 MoU's for a variety of academic and community related activities that are going on.

Infrastructure and Learning Resources

- The college has adequate classrooms to teach all subjects simultaneously. The classrooms are equipped with black board / white board and projector.

- The college library is well equipped with complete accession numbering system for books.
- The college playground cater to the outdoor sports needs of the students with a volley ball court, cricket pitch and football field.
- The Swami Yogananda Giri College has separate toilet for girls and boys.
- There is a girl's common room with toilet facility.
- There is one indoor stadium equipped with student activity room and gallery.
- Budget allocation for development and utilization is done with the approval and recommendations of the concerned committees like governing body, construction committee and finance committee.
- The college organizes various cultural activities like folk dance, modern dance and group songs. Musical instruments are provided to the students during such cultural programmes. Faculty member's co-ordinates in these events with logistic support of the student union secretary in charge of cultural affairs.
- The college has canteen facilities for staff and students.

Student Support and Progression

- Students avail government scholarships of various types like Ishan Uday, scholarship for disabilities, post metric scholarship for SC, ST and OBC students.
- Career Guidance Cell organizes programmes on career opportunities and higher studies. Students' progression to higher studies has been documented.
- The institution devised a mechanism to collect feedbacks from each batch of outgoing students.
- The data from feedback and information are used for improvement of teaching-learning process and infrastructure development.
- In the field of publication, the college has a publication hub which has been publishing annual wall magazine and has published five research journals during the last five years from 2017. The departments of the college have their own departmental wall magazine.
- Swami Yogananda Giri college alumni association is a registered body under local government having its own functioning guidelines. The alumni association is involved in various in-house activities of the college and contributing in kind.
- The college has health care cell which organizes different awareness programme for prevention on tobacco control, cancer and other diseases. Besides the cell install a First Aid Box to access medical tools and medicines.
- There is one Grievance Box maintained by Grievance Redressal Cell for timely solution of the grievance of students and other stakeholders of the college.
- The college has a Student Union Body having 16 members.

Governance, Leadership and Management

- Decentralization and participative management are the core essence of academic as well as administrative framework in the institution. The governing body of the college has representative from the affiliating university, teaching staff, non-teaching staff, guardians and donor members. IQAC has representative from the governing body, teaching staff, non-teaching staff, employers, alumni, local society and students. A number of in-house committees are in charge of various domains and students are also included as members in such committees.
- Organizational hierarchy includes the Governing Body at the apex, followed by the Principal, Head of the Departments, faculty members and support staff. The college office is supervised by the Senior

Assistant assisted by the Junior Assistants. Library is headed by the Librarian assisted through the library support staff.

- Strategic plan of the institution for its development is visualized and implemented through resolutions adopted in IQAC core committee meetings. E-governance mode has been introduced in students' admissions, examination and library. Faculty members are facilitated with institutional e-mail IDs for facilitating official communication. Official WhatsApp groups are created by IQAC for prompt circulation of official information.
- Measures undertaken for the welfare of staff include provision of departmental rooms, separate sitting arrangement in library and vehicle parking space inside the campus.
- Internal audit and external audits are both conducted annually. The college arranges performance based appraisal system of the faculty members and the overall institution performance through students' feedbacks. Those who are employed on adhoc / contractual basis are offered a consolidated pay scale.

Institutional Values and Best Practices

- IQAC has prepared a *Handbook of Code of Conduct and Functioning Guidelines* for Governing Body, Principal, Teaching Staff, Librarian, Non-Teaching Staff and students.
- CCTVs installed in the prominent places in the college to ensure safety and security to all concerned.
- Provision for separate girls' common room with attached toilets and girls' hostel within the campus exists.
- LED bulbs are used for the minimum power consumption. Rainwater harvesting unit is installed in the institution recently. Green campus initiatives are effective through regular cleaning of campus, plantation programs use of LED bulbs.
- Ramps are installed for especially able person (Dibyagajan).
- The college is situated in a rural area which fulfills the need of the local students. College conducts activities for promotion of universal values, human values and national integration. National and religious festivals are celebrated with active student and staff participation.
- Transparency is maintained in matters of financial, academic and administrative matters by way of regular updating in the institutional web portal.
- Quality audits like Academic Audit and Green Audits and Energy Audit are conducted. The institution aims at maintaining transparency in its functions which covers financial, academic administrative as well as other support system.
- The college implemented two best practices- The first one is "Socio-Economic Condition of Saktiashram area of Kokrajhar District of Assam" and Secondly "Digital Literacy of Saktiashram Area of Kokrajhar District of Assam"

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SWAMI YOGANANDA GIRI COLLEGE
Address	P.O.- SAKTIASHRAM, DISTRICT-KOKRAJHAR
City	KOKRAJHAR
State	Assam
Pin	783354
Website	www.sygcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Hakim Ali Pramanik	03661-291942	9435829352	-	sygcollege@gmail.com
IQAC / CIQA coordinator	Dharmendra Narayan Dev	091-9435829352	8638358662	-	ddharmendranr@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Bodoland University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	21-02-2007	View Document
12B of UGC	25-11-2009	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	P.O.- SAKTIASHRAM, DISTRICT- KOKRAJHAR	Rural	5.19	15292.78

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English Major	36	HSSLC	English + Assamese	10	9
UG	BA,Assamese Major	36	HSSLC	Assamese	40	34
UG	BA,Political Science General	36	HSSLC	English,Assamese	160	158
UG	BA,Economics General	36	HSSLC	English,Assamese	50	8
UG	BA,History General	36	HSSLC	English,Assamese	100	55
UG	BA,Education General	36	HSSLC	Assamese	205	205
UG	BA,English General	36	HSSLC	English + Assamese	250	113
UG	BA,Elective Assamese	36	HSSLC	Assamese	100	19
UG	BA,Political Science Major	36	HSSLC	English,Assamese	65	61
UG	BA,Economics Major	36	HSSLC	English	10	1
UG	BA,Mil Assamese	36	HSSLC	Assamese	250	96
UG	BA,Philosophy General	36	HSSLC	Assamese	100	0
UG	BA,Mil Bodo	36	HSSLC	Bodo	100	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				13			
Recruited	0	0	0	0	0	0	0	0	10	2	0	12
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				6			
Recruited	0	0	0	0	0	0	0	0	2	1	0	3
Yet to Recruit	0				0				3			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				10
Recruited	9	0	0	9
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	1	0	5
M.Phil.	0	0	0	0	0	0	8	2	0	10
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	157	0	0	0	157
	Female	112	0	0	0	112
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	12	8	6	11
	Female	4	1	9	3
	Others	0	0	0	0
ST	Male	1	1	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	91	73	88	79
	Female	45	52	62	37
	Others	0	0	0	0
General	Male	38	38	23	26
	Female	24	27	24	32
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		215	200	212	188

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The College envisages to fulfill the visionary aspirations of the regional youth by making education a means for the reconstruction of society by training the students to foster the freedom of the mind. To
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provide affordable quality education while equipping students with knowledge and skills in their chosen stream. The college/institution has taken initiative to introduce STEM course for Under Graduate students. The combination pursues those STEM courses in our institution has been considered such as mathematics with economics and other humanities and social science with science. The institution can arrange lecture programme and conference by renowned resource persons with different fields to inculcate students about basic scientific knowledge. The institution has started courses for community involvement. The college has a vision to start some professional course like Bamboo Technology, Mushroom Production, Fishy culture, Poultry, Tourism, Sericulture, weaving etc. to involve the local community in productive activity which will help the local youths to be economically independent. The institution offers community and innovative programme for community engagement, value-based education and environmental programme such as observation Yoga Day, World Environment Day, Swachhata Abhiyan etc. The college has started multidisciplinary curriculum that enables multiple entry and exit at the end of 1st, 2nd and 3rd years of under graduate students. The courses are mobile repairing, diploma of computer education, beautician course etc. The college has tried to solve the unemployment problem by engaging the local youths through Mushroom production, poultry farming, promoting fishy culture, goat farming and promoting local handloom products by helping them by aware about marketing of their products. The great challenge is lack of money and proper training in the said fields. The college has tried to make arrangement for training facility. In view of the NEP 2020 our college has organized programmes like Yoga Day, Nutritional Training, Career Counselling, health awareness programme, Swachhata Abhiyan and the college practices monitoring of students through mentoring to enable them to explore about future employment opportunities.

2. Academic bank of credits (ABC):

As proposed in NEP 2020 the college will follow the UGC guidelines regarding Academic Bank of Credit as and when it will be applicable to colleges after fulfilling all the norms of maintaining ABC. The faculties of different departments design their own

	<p>curriculum and course. It is in the form of course design by exchanging faculties and students of different departments and neighboring colleges and discusses related topics by which they can exchange their views and teaching methods.</p>
<p>3. Skill development:</p>	<p>The college has a strong background to strengthen the vocational education. The college was established keeping in mind the ideology of Swami Yogananda Giri, the follower of Gandhiji for promoting vocational education along with formal education. The institution will organize vocational training in the areas of Bamboo Technology, Mushroom Production, Fishy culture, Poultry, Tourism, Sericulture, weaving, electrician etc. Efforts have been made by the institution to increase the interest of the students towards vocational education along with their formal education by arranging hands-on training, field visits. The college has an ethical teaching ground. Therefore, it is easy to maintain moral values among the students. The college has been declared tobacco free zone. The college authority arranges motivational awareness programs like yoga camps, programme related to health and nutrition and its importance in life, health check-up camps, blood donation camps, awareness programs related to child marriage, dowry system, witch hunting. Awareness camps are initiated by the NSS unit of the college to prevent human trafficking through NGO's, programme for self-defense to girl students. The institution is planning to introduce some vocational courses as a part of degree course to ensure that all students get at least one vocational course before graduating.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Regarding the adoption of Indian languages, the college integrates Indian languages like Assamese and Bodo in degree course. Preservation and promoting of languages are one of the targets in future. The college authority has taken initiative to arrange workshop to train its faculty to provide the classroom delivery in bilingual mode like English, Assamese, Local language, Hindi, and Bengali. For Jaundice a kind of Nintupee in local language used by the local people. This plant is used by the local people. This plant is eaten as a curry made with crab which is a medicine in jaundice. This type of plant that has medicinal value which could be preserve through our efforts. Different folk dance like Kushan,</p>

	Gwalini, Kartika and Hudum are practiced by the local people which form the rich culture of the area and they have very good scientific and spiritual values. The institution will try to popularized and integrate it to certificate courses that have strong heritage of the locality.
5. Focus on Outcome based education (OBE):	The bachelor degree programmes in our institution are awarded on the basis of demonstrated achievements of outcome (i.e., Knowledge, understanding, skills, attitude & values) To interpret, analyze, evaluate and develop responsibility and effective citizenship is one of the programme outcomes of the students. The methods that have been adopted by the teachers are lecture method, ICT interactive sessions, project workshop, group discussion, seminars, library works etc.
6. Distance education/online education:	The college is preparing to offer vocational courses through ODL mode. For the convenience of students during Covid-19 pandemic different modes of teaching like Google Classroom, Google Meet, Whatsapp etc. were used by faculties.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Electoral Literacy Club (ELC) is set up in Swami Yogananda Giri College with the prime objective of sensitizing the student's community about democratic rights which includes casting votes in elections.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Students' co-ordinator and co-ordinating faculty members are appointed by the College which are selected democratically through resolutions adopted in joint meeting of staff and students. The institution has the ELC functional with the following office bearers- 1. Dr. Prahlad Das, Assistant Professor, ELC Co-ordinator 2. Mr. Akan Roy, Assistant Professor, ELC Jt. Co-ordinator 3. Mosfar Ali, B. A. 3rd Semester Student, Student Representative 4. Zeus Choudhury, B. A. 3rd Semester Student, Student Representative 5. Nibedita Debnath, B. A. 5th Semester Student Student Representative
3. What innovative programmes and initiatives undertaken by the ELCs? These may include	Programmes and Initiatives undertaken by the ELC of Swami Yogananda Giri College: a. The Students

<p>voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>of our College take part in voter Awareness Campaign aimed in educating the public in the nearby villages. b. To educate the targeted populations about voter registration, electoral process and related matters through hands on experience.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The ELC takes initiative that are socially relevant to electoral related issues especially awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes. 1. To help the targeted audience, understand the value of their vote to ensure that they exercise their right in political participation in a confident, comfortable and ethical manner. 2. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the phrase like “No voter to be left behind.”</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The students above 18thyears who are to be enrolled as voters are sensitized about democratic right which include casting votes in elections. We conduct most polling activity to give the experience-based learning of the democratic setup. We also conduct poster presentation, debates, mock poster parliaments, essay writing and other programs which create and awareness regarding electoral procedures.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
537	486	483	478	514

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 16

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	15

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
18.63461	18.66018	20.67104	24.74148	23.13831

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Swami Yogananda Giri College is an affiliated college of Bodoland University and as such it follows a predetermined syllabus set by the parent University. Within the established academic structures, the college committed to providing holistic development for its students. Following the guidelines parent University an Academic Calendar is devised for every academic session.

Faculties are using curriculum delivery by using e-learning resources and software.

The syllabi of each subject of the college are verified every year from the affiliating university and then teaching plan is made. After performing the activities computer folders are made with evidences.

The institution follows a specific time-table from 9.15 am to 4.30 pm. The class routine is prepared before the beginning of every academic session by IQAC. Academic processes are streamlined with timetables and workloads. For continuous growth, our teachers regularly update their knowledge through active involvement in Research and Faculty Development Programmes. Every department maintain academic diary, teaching plan and weekly workload as provided by IQAC for keeping authentic record of all the classes taken.

The college authority also prepared schedule of sessional and other related examinations. The internal assessment marks of the students are allotted on the basis of different parameters like class attendance, seminar or submission of project papers, home assignments, sessional exams etc. The record of Co-curricular and extracurricular activities are also well documented in a systematic manner.

The college has a library where numbers of text book, reference book, dictionary and guides for competitive examinations are preserved. It helps both teacher and students a lot. The faculty member's adopts various methods of teaching like lecture, discussion, power point presentation etc. for making classroom learning more effective. Faculty member participates in various seminars workshop, FDP to procure new knowledge and apply it in classroom management. Departmental Seminars, workshop etc. are organizes specially for the students of honors courses to enhance their ability to learn. As per needs there is provision of field trips for major students.

Our faculty members encourage students to participate in the various program organize by various cells of the institution like celebration of different important days, plantation, orientation, practices of yoga, cleanliness drive etc.

To learn the moral and ethical value of life students are also encourage to participates in the various competition organize by the college, university and other government and non- government agencies.

The NSS unit of the college takes initiative to develop the personality of students through social works.

The Internal Quality Assurance Cell (IQAC) of the college introduces Students feedback for courses and teachers, alumni feedback, employer's feedback and teachers' feedbacks.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 29

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 20.42

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
128	77	100	135	70

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

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

Response:

The institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional ethics into the Curriculum as per the Syllabus laid down by the Bodoland University which the institution is affiliated to.

These can be stated as under-

GENDER

Sl. No.	Subject	Topics	Semes
1	Economics	Gender and Development	5th
2	Political Science	1. Caste, Class, Gender and religion; 2. Feminist Perspective; 3. Women and Guardianship; Gender and Violence; Feminism	2nd 3rd 5th
3	English	Women's writing the confessional mode in women's writing; Sexual politics; Race, Caste and Gender; Social reform and women's rights	5th
4	Education	Human values; Value education; Education and human rights	6th

PROFESSIONAL ETHICS

Sl. No.	Subjects	Topics	Semester
1.	Economics	Extension Education; Teaching- Meaning, Objectives, Methods; Formal and Informal Education	4th
2	Political Science	1. State legislature 2. Kinds of Government	2nd 3rd
3.	English	Basic language skills; Grammar and usage; Composition on paragraph writing; Letter writing; Report writing ; Expansion of an idea; Essay type answer	1st
4.	History	Project work/ field work and report writing	6th

HUMAN VALUES

Sl. No.	Subjects	Human Values	Semes
1	Economics	Human Development concept and Measurement	4th
2	Political Science	1. Democracy ,	1st

		2.Rights, Equality, Constitution and Union Executive	2nd
3.	Assamese	Behavioural Pattern of society; Biography, Auto Biography	6th

ENVIRONMENT AND SUSTAINABILITY

Sl. No.	Subjects	Topics	Sem
1.	Economics	Environmental Economics ; Concept, component and measurement of sustainable development	6th
2.	Environmental Studies	Introduction; Ecosystems; Natural Resources; Biodiversity and Conservation; Environmental Policies& Practices; Human Communities and Environment	3rd
3.	Education	Environmental and Population education	4th
4.	Assamese	Study of folk Medicine of Assam, Usage of folk Medicine in Assamese Society	5th

The institution takes initiative to ensure our college gender discrimination free environment so that we can work together. There is an Internal Complaints Committee to sensitize the students, teachers and non-teaching staff. The Women cell of our college gives special importance on gender discrimination issues.

The different cells of the college like- NSS Unit, Red Ribbon Club, Health Care Unit, Grievance cell, Women cell, Disaster Management cell etc. takes initiative to promote discipline, equality, peace, patriotism, integrity, brotherhood among all students through various programme.

The University offers one compulsory course for undergraduate students which address Environment and Sustainability. After completion of the course the student will be able to understand the basic concepts of environment, renewable and non-renewable resources, biodiversity and its conservation, ecosystems, pollution, human population, social issues on environment etc.

Environmental consciousness among all concerned is imparted through celebration of World Environment Day every year with a day-long programme The NSS unit of the college takes initiative to sensitize students towards social issues through Swachh Bharat Abhijan, environment awareness, waste management, college campus cleanliness drive etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 29.8

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 160

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 85.35

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
269	188	212	200	215

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
270	250	250	250	250

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
119	126	126	126	126

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
119	126	126	126	126

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 35.8

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 using ICT tools

Response:

Teaching learning is a two-way process. The college aspires to make teaching-learning a two-way process by motivating the students to actively participate in the teaching-learning activities.

Along with traditional lecture method the college adopts student centric teaching-learning methods involving experiential learning, participative learning and problem solving methodologies-

Experiential Learning:

- Skill oriented activity by using PPT and video
- Research surveys and visits to different institutions for gaining knowledge
- Conduction of internship and field visit
- Initiation of question answer session and intergroup competition among the students
- Occasional guest lectures are organized by the departments to provide knowledge to the students beyond the prescribed syllabus.
- The Career Counseling Cell takes initiative to organize career related activities so as to give students the first-hand interaction with career experts from different domains.
- Tutorial class

Participative Learning:

Teachers of different departments employ different participative learning process like-

- Departmental student seminars
- Group discussions, debates and quiz competition are held
- Value-added activities like field survey, field works and visit to renowned place for educational purpose, seminars, etc.
- Yoga camps has been organized
- Organization of national and international commemorative day like Yoga day, World Environment Day
- Essay Competition related to Birth Anniversary of Bir Lachit Borphukan
- Cultural events
- Creation and transfer of knowledge by using Google Classroom
- Departmental wall magazines
- Students are encouraged and facilitated to participate in institutional level programmes like Annual College Week as well as inter-institutional events and competitions like inter college youth festivals for tapping and facilitating the extra-ordinary potential and skill that are inherent in the students.

Problem Solving Methodologies:

- Conducting home assignments and MCQ test
- At the beginning of the academic year teachers prepare teaching plans that are useful for ICT methods
- Add on courses has been conducted to develop special skills on different topics of students.
- Teachers' maintain their daily activities in their personal log book and all the departmental activities are recorded in activity book.
- Daily lecture or subject wise attendances of students are recorded in students register. Those students that have poor attendance are communicated.
- Mentor mentee system has been established for effective teaching-learning

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	15

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 100

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	15

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college is affiliated to Bodoland University and the internal evaluations of the students are done in accordance with the norms and guidelines of the affiliating university. The college authority prepares the internal examination schedule and is communicated on the departmental as well as general notice boards and the students WhatsApp group that exist in the departments. The respective department prepares and submits question papers through the head of the department to the committee which is specifically appointed for conducting sessional examinations. These internal examinations are held on a common schedule and are supervised by the faculty members of the concerned department. The syllabus for the internal examination is communicated to the students in advance by the concerned teachers teaching the different papers and courses. The evaluated answer sheets are shown to the students for transparency and accountability in evaluation process. Internal examinations are held in accordance to the academic calendar of the college which is also displayed in the college portal. The attendance record of the students is kept in the proper format. The mark list of students is prepared after the evaluation of the answer sheets are completed and documented for submission to the university through the committee assigned for the examination.

Different grievances of the students related to internal examinations and term end examinations are addressed based on the necessity and nature of the grievances. The grievances related to internal examination are handled and resolved by the respective department's HoD and the teachers of the concerned department. The internal examinations evaluated answer sheets are shown to the students immediately after the evaluation process is completed so that the students can get aware of their performance and get sufficient time for grievances that might be arise. For smooth running of term end examinations, college authority constitutes examination committees headed by an Officer in Charge followed by two AOC (Assistant Officer In-Charge) and other faculty members separately for each term-end examination. For the grievances related to these term end examinations, the faculty members of the respective department as well as the administrative office which provide full support by helping them to apply in proper format prescribed by the university, which are then forwarded to the university through the principal of the college for proper re-evaluation and handling of the grievances in an efficient manner. The queries related to examination mark are reported either by the university or any student is handled by the examination committee that conducts the respective examination. All such grievances are resolved by the institution immediately after the matters are reported to the college authority. The system of grievance related to examination related matter is displayed in the affiliating university website, pertaining to required fees and time taken for grievance redressal.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

The college offer under-graduate programme under the affiliation of Bodoland University. From the academic session 2019-2020 CBCS curriculum has been introduced in all the under-graduate programs offered by the college.

The institution offers under-graduate programme in Assamese, English, Political Science, Economics, History and Education in Arts and Humanitie.

The concerned departments prepare the programme and course outcomes. The syllabus of all the programmes is made available online in the college website and also in the offline mode in all the departments which includes the objective and the learning outcomes for all the programmes as prepared by the university.

Programme and Course Outcomes:

- After completion of the course of Assamese department students will be in a position to

comprehend how the socio-economic, historical, geography, political, ideological and cultural traditions are inter woven with the society. Critical thinking, effective communication, good citizenship and other skills will all be gain by the students.

- The programme outcome of English department will provide students with a global awareness about literary trends that are prevailing in the contemporary times. It will give insights to the students about the literary, societal, cultural and historical background of the greatest English writings penned by Indian authors.
- After finishing the course of Economics a student can apply the knowledge of economic theories and practices in resolving the economic problems. Again, it will foster analytical and critical thinking abilities for data based decision making.
- Students of History will develop and informed familiarity with multiple cultures and student will understand the basic skills that historians use in research and writing.
- After completion of course of Political Science the students will familiar with government intuitions, electronic processes and politics in a variety of countries around the world to compare the effectiveness or impact of various political arrangements across countries.
- Students of Education department will develop their pedagogical skills, teaching skills, critical thinking, effective communication as well as effective citizen ethics. Further, they can demonstrate commitment towards sustainable development for the betterment of society.

The assessment count is determined according to the nature of the programme. The programme is weightage at 20:80 ratios between internal and external assessments. The summative assessment includes the semester end examinations conducted by the affiliating university along with internal assessment at the institutional level i.e., sessional examinations, class tests and assignments. The level of attainment of the students is reflective of attainment of programme outcome and course outcome which in turn is reflected in the student's progression into achieve degrees. The different departments endeavour to keep records of these determinative parameters of the passed-out students through various means.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2 Pass percentage of Students during last five years

Response: 93.55

2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
119	114	76	95	89

2.6.2.2 Number of final year students who appeared for the university examination year-wise

during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
119	114	76	117	101

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.73

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 2.71

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
1.70000	1.01000	0.00	0.00	0.00

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

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

Response:

The college publishes its own wall magazine 'Gyanar Salita' every year. Several departments publish their individual departmental wall magazine.

The institution has set up its own publication unit into enhance the literary endeavor of the institution. The institution is publishing its own research journal since 2018 and the names of those journals are **The Wisdom 2018, The Morning Star 2019, The Mirror 2020, The Scholar 2021 and The Pioneer 2022**. The institution has decided to bring out a number of in-house publications through the publication hub in near future.

In the institution an in-house research cell had been formed in under the name of **Research and Development Cell** for smooth running of research related work. This council gives guidance and provides necessary help to the faculties in submitting research proposal.

The **Career Counseling Cell** is established in the institution to provide information related to different options and regarding it takes initiative in undertaking collaborative activities beneficial for the career upliftment of the students.

The institution has a library; initiative has been taken to make the existing library into digital library. Software like **KOHA** has been installed for providing various library services for the benefit of students and faculty members.

For better record keeping **IQAC** has taken the initiative & designed various formats of record keeping modules. The IQAC has designed modules like Lesson Plan, Academic Diary, and Weekly Workload. The co-ordinator uses media like WhatsApp group and Email for sharing and getting information about quality initiatives that has been taken by different institutions.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 9

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
5	1	0	2	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.33

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	2	3

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 2.56

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
12	7	15	9	10

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 last five years.

Response:

The institution has taken the initiative to conduct different extension activities and outreach programs in the neighborhood community so that the community and its students can gain valuable information and it helps in sensitization of departments to share their knowledge with the neighboring schools by taking classes and delivering motivational speech.

The institution has adopted schools where the college takes initiative by teaching grammar, creative writing, programme on stress management, leadership, communication, emotional intelligence, career guidance, personality development, problem solving, time management and female hygiene.

In adopted village the college has organized awareness programme on extension activities like harmful effect of drugs, liquor addiction, tobacco, female infanticide, dowry, corruption, demonetization, child marriage, child labour, domestic violence, gender inequality, caste system, female education, female hygiene, covid-19, POCSO, child protection, child sexual abuse, human trafficking and women empowerment. The college is also involved in cleaning the surrounding areas with the help of students to create awareness among the local people about cleanliness drive under Swachha Bharat Abhiyan.

The IQAC has taken initiative of health check campaign with staff and students of the college and make arrangement of medicine and injection to those who are ill and disease stricken. Arrangements of street play to make aware dowry, domestic violence, female infanticide and child marriage have been done. Further, workshop for student has been organized to give training regarding career counseling, workshop for health and nutrition and fitness.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The institution do not receive any award and recognitions for extension activities from government / government recognised bodies

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 35

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., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
26	2	2	2	3

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 7

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

To fulfill the changing demand of modern academic era and to promote the effective teaching-learning process college has always given emphasis on the creation and up-gradation of infrastructures. To create new infrastructure the college utilizes the funds provided by the state government and different other funding agencies as UGC. The funds are utilized to renovate the college buildings, class room, library as and when required.

The college is taking effective measures for modernizing the way of teaching. For that purpose, ICT enabled teaching-learning has been introduced in almost all the department. Digitally equipped seminar rooms have been prepared in the college with LCD projectors, laptops and computer. Every department is provided with internet connection for teachers and students. College is also utilizing found to improve the ICT enabled teaching process in a more effective way.

All the classrooms are provided with basic amenities like black/white/green board, electricity lights and windows for light with proper ventilation.

There are a total of 05 (five) classrooms out of which 03 (three) have ICT enabled facilities.

The college is equipped with 20 numbers of computers for students.

The teachers' common room is used for meetings of staff / GB and conference. The college has computers for day-to-day use for the faculty members, students and various office staff. Almost all academic departments have at least one desktop computer set. The IQAC office also have 2(two) computers which is sufficient for different activities.

The library of the college is a spacious and well-ventilated with about a collection of 10,000 books which include textbooks, reference books and a variety of other print and web resources, for both academic & research uses by faculty members, students and others. Almost all the academic departments have managed to set up their individual departmental libraries of varying sizes, with collection of valuable books, magazines, journals, text books, and reference books which are relevant to the prescribed syllabi of the students.

The institution has managed to provide sports facilities to the students for their mental and physical well-being. The college is equipped with 26 sports items mention may be of which are football (03), cricket bat and ball (02), valley ball (02), Javelin (02), shot put (02) carom (02), chess (02), discus (01) and badminton (10). The indoor games and outdoor games are held within the college campus.

Further, there are 13 cultural items which includes Harmonium (01), Flute (02), Pianno (01), Tabla (01), Tal (02), Guiter (02) Dhol (02), Khol (01) and Ditora (01).

Students are encouraged to participate in collegiate, inter-collegiate, inter-zonal, inter-university, State, National and International level competitions.

The college has one Auditorium Hall and an Indoor Stadium with student activity room funded by UGC. A demarcated space has been recently provided for yoga.

Further, there is a play ground equipped with one pavilion having seat capacity of 300 students.

A wide range of cultural activities like folk-dance, modern dance, street plays, group song, individual songs are performed in the college auditorium on various occasions.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 12.25

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
2.79496	4.37210	1.46882	1.58587	2.74038

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The library of the college is a spacious and well-ventilated with a large collection of textbooks, reference books. And a variety of other print and web resources, for both academic and research purpose uses by faculty members, students and others. Almost all the academic departments have managed to set up their

individual departmental libraries of varying sizes, with collection of valuable books, magazines, journals, text books and reference books which are relevant to the prescribed syllabi of the students.

The college Library is partially automated with KOHA Software. The library is equipped with web and print journal for its stakeholders. Recently N-List under INFLIBNET has been subscribed which will be beneficial for students and faculty members for various uses.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

The institution has updated its IT facilities as per the needs and requirements during the last five years. The process of admission especially from the outbreak of Covid-19 is fully online. The administration as well as examination system of the college is also paperless. All the activities are now observed through paperless communication and IT facilities.

Some of the IT facilities that are updated include-

1. The institute has seven (7) computers that are connected with internal LAN.
2. The LAN that is installed in college has a speed of 100 mbps with 3300 UAE.
3. The institutional website is updated with modern educational and administrative domains.
4. The college campus has been updated with 12 CCTV camera channels out of which 7 cameras have been installed for surveillance of the prominent area of college.
5. Three classrooms are updated with ICT enabled facilities with interactive board.
6. Admission system has been updated with online process.
7. Examination both internal and external has been updated through computer networks.
8. The library of the college has been updated through KOHA software.
9. Teachers use learning management system like Google Classroom.
10. The IT facilities of the college have been updated by two Xerox machines that are used for the teachers, employees, students and office.
11. All the important events are streamlined through social media platforms like Facebook and Whatsapp.
12. The attendance of the staff has been upgraded through Biometric.
13. The college library has updated by subscription of E-Resource Journals.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 26.85

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 20

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 87.75

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

2021-22	2020-21	2019-20	2018-19	2017-18
15.83965	14.28808	19.20222	23.15563	20.39793

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 86.99

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
511	477	423	427	335

File Description

Document

Upload supporting document

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Institutional data in the prescribed format

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5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description

Document

Upload supporting document

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Institutional data in the prescribed format

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5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 14.21

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
270	0	61	24	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 9.87

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
25	14	2	6	5

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
119	114	76	117	101

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 85.71

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	1	5	0	0

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	1	7	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 5

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	0	1	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 43.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
44	45	43	42	42

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The Swami Yogananda Giri College has an Alumni Association in existence since 2015. It has been registered under Local Government. Since then, the Alumni Association is acting as one of the important stakeholders of the college and has been carrying out different activities in joint mode with college authority, parents and IQAC.

Different departments of the college have separate alumni cells and alumni are invited to participate in

various departmental activities like Freshman Social Day, Alumni Meet, Farewell Meets, Teachers Day and other departmental events. The different departments of the college maintain a dose contact with the alumni through social networking mode. During the current assessment year, meetings were held both by the Alumni Association as well as at the departmental level. Apart from meetings the alumni are also involved in activities like plantation programmes in the college campus, donation of books to the departments, regular informal interaction with the principal and staff members regarding the overall development of the college. Again, interaction with the students on career prospects, active participation in IQAC core committee meeting by the College Alumni Association representative in capacity as member.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Swami Yogananda Giri College is governed by the Governing Body which is the apex body of the college that plans policies for the college as per the rules and regulations of Department of Higher Education, Government of Assam. The Governing Body is constituted by various stake holders as eminent educationists, teacher representative, social activists, retired teachers, principals, office assistants, guardians and university representatives. The Governing Body gives required directions to the Principal to execute the plans according to the vision and mission of the college.

The college envisages fulfilling the visionary aspirations to impart quality higher education and enlightenment to the aspiring students of the locality as well as other diverse areas. To provide affordable quality education, while equipping students with knowledge and skills in their chosen stream.

The main missions of the college are to make teachers and the taught partners in the learning process, impart quality education to the rural poor students of the locality as well as of the region, inculcate moral and ethical values among the student, develop self-realization by promoting co-curricular and extra-curricular activities, generate resources and develop basic infrastructure for research and development and of creative activity, develop a sense of sustainable development, help and equip the students with commonsense, dignity, self-control and hard work and transform the college a global educational hub.

The vision and mission of the institution are tuned with the objective of higher education. To impart quality education, the college conducts activities along with the regular curriculum as reflected in the vision and mission of the college as-

1. Certificate Course
2. Student mentoring
3. Workshop and seminar on issues like capacity building and career guidance, health and nutrition, higher education etc.
4. Awareness programmes
5. Career counselling
6. Memorandum of understanding or collaboration with different institutions and college for faculty exchange and student exchange programme
7. Project work and field study or excursions
8. Conducts extra-curricular activities and events like annual college week, freshman social ceremony, cleanliness drive along with national and international commemorative days
9. Research and Development cell publish research book

Especially committees and cells are constituted comprising of principal, IQAC members, staff and students are entrusted to impart all these activities time to time.

The institution encourages the teachers to take up research work by forming Research and Development Cell.

The college encourages a culture of decentralization mechanism by involving staff members in a number of administrative roles. The inclusive and participatory approach creates a work of environment of trust and solidarity that ensure the smooth functioning and development of the institution. HOD's are provided academic autonomy and mobility for the effective governance of the department.

Governing Body formed IQAC which ensures quality education in the institution. IQAC do planning and evaluation for quality assurance in the college and organizes meetings and programmes periodically throughout the year.

Academic council consists of principal, coordinator of IQAC and all head of the departments is responsible to address the academic related issues.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

Internal Quality Assurance Cell (IQAC) of the college is making various strategies related to the institution and is involved in planning processes for all round development of the college throughout the year as per the need and vision of the institution. This vision related to development may include both academic and administrative matters wherever it is needed. The IQAC plays an active part in policy making for quality improvement of the college. This planning and policies are discussed in IQAC core committee meetings and resolutions are adopted as per the decisions and requirements.

The functioning of the institution is reflective through the following committees and bodies-

1. The Governing Body is the apex authority of policy making body of the institution consisting of 11 members
2. IQAC core committee
3. College Development Committee
4. Planning Committee
5. Finance Committee
6. Prospectus Committee
7. Admission Committee

8. Examination Committee
9. Anti-Ragging Cell
10. Grievance Redressal Cell
11. Research Cell
12. Sexual Harassment Cell
13. Internal Compliant Committee
14. Career and Counselling Cell
15. Anti-Drug Cell
16. Digital Cell
17. Health Care Cell
18. Disaster management Cell
19. Extension Education Cell
20. Centre Committee

All the committees organize periodic meeting time to time.

The institution has prepared a perspective plan keeping in view with the needs, opportunities and challenges for the qualitative development of the institution-

Perspective / Strategic plan and deployment documents are available in the institution

Session	Sl. No.	Perspective Strategic plan	
2021-2022	1	Running water facilities.	
	2	To conduct academic programs through collaborative mode.	
	3	The college will establish Health Care Centre where first aid and basic medical facilities are available for the students.	
2022-2023	1	By providing in-house wi-fi facilities for all students and staff.	
	2	To motivate and encourage faculty and students to do research.	
	3	Adequate number of toilet facilities for girls, boys and staff.	
2023-2024	1	To develop sports facilities through purchasing more sport equipments along with infrastructure for sport augmentation.	
	2	Arrangement of stage for performing cultural programme with audio-visual method.	
	3	To set up designated parking place for vehicles inside the campus.	
	4	Build academic infrastructure that are feasible in recent times such as ICT enabled library, hall, increase of computer student ratio	
2024-2025	1	Complete automation of library services.	
	2	To introduce new vocational/career oriented/ value added/ short term courses.	
	3	The institution will try to do all the work in e-platform so that it becomes more transparent.	
2025-2026	1	To repair and construct academic, administrative building and hostels.	
	2	To introduce job oriented and skill-based courses.	

3	To introduce post graduate and under graduate programs in various departments.
4	Mushroom cultivation will be initiated for developing culture of self employment

Rules and regulations for working of administrative set up are followed as per UGC, State Government, affiliated university and Governing Body.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The college administration undertakes effective welfare measures for its employees.

Following are some of the welfare measures that are currently in practice as per necessity and requirements.

Various types of leaves are provided to employees such as Study Leave for Ph.D. Research Work / FIP / FDP / STC etc. to Permanent Teachers / Faculties. Duty leaves for participation in academic duty for all staff are also provided. The following are some of the welfare measures.

1. Emergency first aid facility for all Staff.
2. The institution provides Festival Advance for the Teaching and Non-Teaching Staff.
3. The Teaching and Non-Teaching Staff who work against non-teaching post are paid lump- sum salary determined by the G.B.
4. The teacher appointed on contractual basis is provided fixed salary determined by the G.B.
5. Loan without interest is given to the employee who suffers acute financial hardship for treatment

of serious disease and other purpose.

6. For the up gradation of skills of the teachers, the institution encourages them to regularly attend workshops, seminars, orientation and refresher courses.

For the performance appraisal of the teaching staff of the college IQAC follow up the rules and regulations of UGC and Director of Higher Education, Government of Assam. Again IQAC initiates to maintain academic diary, teaching plan and weekly work load of each teacher.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 10.67

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

2021-22	2020-21	2019-20	2018-19	2017-18
8	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 25

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	5	6	5	4

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	9	9	9	9

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The College has a mechanism for both internal and external audit. The Governing Body appoints competent auditor for internal audit. They audited accounts of each financial year and submitted report to Governing Body. Apart from that the income and expenditure of the college are regularly audited by a reputed Chartered Accountant. All financial matters are included in the audit process. The institution has completed its audit up to the financial year-2021-2022.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC plays the role of facilitator which integrates the various activities of the institution and institutionalizes the best practices. The various quality parameters that are mandatory for the NAAC's accreditation are being initiated through the IQAC of the college. IQAC actively co-ordinates with the Governing Body of the college and the office of the principal for quality practices by which the parameters for NAAC assessment can be achieved.

Setting up of institutional database: IQAC of the college has set up a database for collection of various institutional data, statistics, pertaining to staff members, alumni of the college, guardians, institutional infrastructure, notices related to academic purpose on periodical and need basis and get it published through the college portal.

Academic Calendar: IQAC of the college publish its academic calendar annually in the for students and its staff which are hosted in the college website.

Digital Initiatives: The admission in the college is done fully in online mode, a new institutional portal is developed and institutional e-mail ID has been provided to all faculty members and administrative head and students, paperless communication is done through WhatsApp or e-mails.

Constitution of in-house bodies: IQAC along with college administration has formed in-house bodies for smooth functioning of institutional works. IQAC cooperate and coordinates with these in-house bodied for running of developmental works of the institution.

Institutional collaboration: IQAC has taken the initiative to collaborate with various institutions for student and faculty members through memorandum of understandings (MoU's). MoU's with other college through which faculty exchange program and student exchange are done and with different institutions like Cancer Care Centre, Kokrajhar, District Tobacco Control Cell, Kokrajhar have been done.

Student mentoring system: Student mentoring system has been developed in the college.

Block and room numbering: Initiative has been taken to assign numbering in a serial pattern to all the buildings as well as all the rooms of the college.

Signage: Various signages are displayed in the college campus for inducing quality mindset for all institutional fraternity.

Plastic free and tobacco-free campus: A motivated effort has been done by IQAC to make the college campus plastic free. The college has been declared as tobacco-free zone by District Tobacco Control Cell, Kokrajhar

Stakeholders' feedback: Arrangement has been made to take feedback from various stakeholders ranging from students, alumni, employers, employee and parents for identifying loopholes and shortcomings for better development of the institution.

IQAC register: IQAC ensures that all the activities related to the institution are written in register for record keeping. Every department is required to maintain an *Activity Record Register* for keeping systematic records of all departmental related activities. All the faculty members are required to keep record of their daily classes in a daily log book.

Quality audit: Initiative are taken by IQAC to conduct quality audits along with green audit and energy audit.

Social Outreach Programme: The IQAC of the college has adopted two villages of the nearby area and two secondary schools as a part of social outreach programme.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)/ membership of international networks
3. Participation in NIRF
4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

The institution has some social responsibility to create a gender discrimination free environment in the campus. The institution is committed to promote and practice dignity, equality and rights to all individuals. To address these issues committees are formed like Women Cell, Anti-Sexual Harassment Cell, Anti-Ragging Cell and Grievance Redressal Cell to monitor and prevent and prohibit any discrimination and harassment meant out to anyone within the campus. The institution provides co-education and promotes female representation in every field. Campus security is given the outmost priority with installation of CCTV cameras in the prominent places whose control panel is in the principal's room. Programs on women safety are organized. Anti-Ragging Cell is constituted to ensure that instances of ragging can be prevented and necessary action can be taken whenever necessitated. The names and contact numbers of the members of these committees are displayed prominently within the college campus so that any instance of ragging can be reported immediately. A grievance redressal cell has also been introduced where students can register their grievances if any.

The institution is involved in generating sensitivity to girl students on various gender-related issues. Career Counseling programs are conducted specially for girl students. International Women's Day is celebrated in the college every year. Awareness programs on female hygiene are conducted among the students. There is a separate common room for girl students with attached bathroom facility.

The institution celebrates different days of national importance like Independence Day and Republic Day with great enthusiasm and festivity. Death and birth anniversaries of great personalities as well as days of national and international significance like Gandhi Jayanti, Lachit Divas. Birth anniversary of Dr. Bhupen Hazarika, Mahatma Gandhi and Teachers' Day. The institution celebrates these days of national importance to recall the events and remember those leaders or personalities that help in building our nation. It is an attempt to sow the values and contribution of these personalities in the young mind of students.

The institution celebrates and organizes various national and international commemorative days, events and festivals. The events that are celebrated or organized in the institution are Republic Day, Independence Day, World Environment Day, World Women Day, Gandhi Jayanti, Saraswati Puja, International Yoga Day, No Tobacco Day, Azadi ka Amrit Mohotsav (Institutional Plantation Programme), Har Ghar Tiranga, National Unity Day(Rastriya Ekta Divas).

Republic day and Independence Day are celebrated in the college every year with participation from students and teachers. Har Ghar Tiranga was celebrated in the college from 11th to 17th August, 2022, which is an initiative taken by Government of India. Yoga Day was celebrated in the college with a training programme by Yoga instructors. Azadi Ka Amrit Mohatsav was celebrated in the institution with Plantation programme where student and Faculty members take part in tree plantation in the college campus. Saraswati puja is celebrated every year where students take active part in all the programmes

related to it. It is a worship of knowledge and brotherhood.

Through these celebrations of various national and international days the institution imbibes in students a feeling of brotherhood among all the sections of the society. It also helps in all round development of the personality of a student.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institution plays a major role in providing an inclusive environment for social and communal harmony among the students and staff in the campus. To provide an inclusive environment, the college organizes and celebrates different cultural, religious and linguistic festivals.

Cultural Diversity:

- The college organizes competition of folk dance and folk song in annual college week and Freshman Social Day.
- The college organizes cultural rally during college week and last silver jubilee celebration.
- During college week competition of bride and bride groom of different community is organized.
- The students from the college participate in cultural rally in youth festival of the affiliating university.
- Students from college participate in cultural competition outside of the college.
- The college has a certificate course in Rajbangsi folk dance.
- Dance and song of different community is performed in annual college week.

Regional Diversity:

- The college organizes Assam Divas, Birth Anniversary of Lachit Borphukan the great warrior of Assam of Ahom dynasty.
- Death anniversary of Bhupen Hazarika is observed.
- The college observes birth and death anniversary of Swami Yoganada Giri Maharaj, who was a disciple of Mahatma Gandhi and the founder of Saktiashram.

Linguistic Diversity:

- The college has a certificate course in Rajbongshi language which is the language of the surrounding region of the college.
- The faculty of the college uses regional language along with the language of teaching for better understanding of the students.

Religious and Communal Harmony:

- The college celebrates Saraswati puja every year where students participate actively irrespective of caste and creed.
- The college celebrates Fateha Doaz Daham where every student and staff take part irrespective of religion.
- The college celebrates Raksha Bandhan, which is a festival of brotherhood.
- Holi is celebrated in the college campus, a festival of colour and communal harmony.

Socio-Economic Cohesiveness:

- The college provides financial help to poor meritorious students.
- During Covid-19 pandemic college distributed food items in the locality.
- The college provides financial help to its staff whenever needed.

In this way the institution initiates in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal and socio-economic diversities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

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

Response:

Best Practice-1

1. Title of the Practice:

Socio-Economic Condition of Saktiashram area of Kokrajhar District of Assam

2. Objectives of the Practice:

1. To find out the socio-economic condition of the people of Saktiashram area.
2. To find out the problems behind the weak socio-economic condition of the area.
3. To find out the solution of the problems of the weak socio-economic condition of the area.

3. The Context:

The people are engaged in traditional way of living and beliefs. The ray of education is till date not up to the mark. The local higher educational institutions have to work for better upliftment of socio-economic condition by guiding and providing advance information. The people of the area are grappled with many problems that are acting as barriers to the development. The need of the time is to study and understand the problems and challenges that are causing barrier to growth and development of the area.

4. The Practice:

The Socio-economic condition of Saktiashram area has been taken as the subject of practice. There are 12 villages in the area. Out of 12 villages 4 villages namely Baldiabathan, Maynaguri, Mukhigoan and Tafapara were selected randomly for survey. 10% of the total households in the above four villages have been selected for data collection.

The study is mainly research based. The subject is selected to know the socio-economic problems of the people of the area. The subject selected is important because it will help to identify the main causes of weak economic condition of the people and the causes of lacking in terms of development. Socio-economic status has long been related to health, education and income.

5. Evidence of Success:

By the practice it is seen that in the Saktiashram area the literacy rate is found good as the area is not densely populated. Regarding government benefits the people of the area were not mostly benefitted due to information gap.

The college has taken the initiative by providing guidance, arranging awareness programmes, motivating their strength and taking leadership to improve the socio-economic condition of the area. By these programmes the people of the area get different information of government schemes for their development.

Students passed HSLC and HSSLC by special care taken by the college teachers.

6. Problems Encountered and Resources Required:

The major problems are basically poverty, illiteracy, unemployment, lack of motivation, crime, domestic violence, social evils, lower living standards, lack of basic amenities, services and communication. The people are plagued with numerous problems like lack of basic infrastructure, such as educational institutions, hospitals, sanitation etc. The policies implemented by the government do not touch the majority of the people due to information gap and mismanagement.

Resource Encountered:

1. Financial resources to increase purchasing power of the weak socio-economic group.
2. Infrastructure resources have to enhance.
3. Increase agricultural productivity by providing land to landless people and supporting cultivators by subsidizing inputs.
4. Increase of government schemes

Best Practice: 2

1. Title of the Practice:

Digital Literacy of Saktiashram Area of Kokrajhar District of Assam

2. Objectives of the Practice:

1. To find out the people's knowledge of digital literacy.
2. To find out the problems behind digital literacy.
3. To provide technological concepts and methods of digital learning.
4. To give knowledge about how to access online information.

3. The Context:

Students with digital literacy skills will be more comfortable and confident in this digitally advanced world scenario. While digital literacy initially focused only on computer knowledge the advent of the internet and use of social media has resulted shift its focus to mobile devices. Digital literacy does not replace traditional forms of education but instead builds upon and expands the skills that form the foundation of traditional forms of education. Digital literacy should be considered to be a part of the vast expanding knowledge. Therefore, the college took this as part of best practice.

4. The Practice:

The digital literacy of Saktiashram area has been taken as the subject of study. The field study method is used to do the survey in the four areas which are student, villagers, market place and cottage industry.

The subject that has been taken for study is unique as it will give an insight into the economic condition. This has great relevance in Indian higher education.

The study is important because if the people of the area or the students have digitally literate they can do cashless transactions, mobile / TV recharge, pay their insurance premium, electricity bills, loan repayment money transfer, can purchase railway ticket, train ticket, air tickets and book hotels online. Further, they can get the information regarding different competitive examination, job advertisement by sitting at home. Regarding college admission also they can take online admission and get access to e-resource journals themselves.

5. Evidence of Success:

As per the study it is seen that the literacy rate is good in the area among the students. Knowledge about digital literacy is good.

In the study area 91.5 percent people have mobile / computer. 11 percent people have very good web search and typing skills.

In the Saktiashram area 32.9 percent people uses internet banking.

After constant effort by the college some of students and villagers have come to know about process of online transaction and form fill-up and social media.

6. Problems Encountered and Resources Required:

- During the study it is seen that among the students the computer literacy is very low as most of the household do not have computers and smart phones.
- The people of the village mostly follow the traditional mode of transaction and do not want to accept the latest technology.
- Lack of formal education among the local artisans and villagers.

Resource Encountered:

- Better opportunities and information regarding various governments' schemes are to be provided.
- Increase infrastructural facilities about digital platform

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

“Satyam Shivam Sundaram”

The institutional motto which is ingrained in its emblem which means truth is beauty; beauty is truth. The service to mankind is the service to godliness. The college is established in the sacred ground of Swami Yogananda Giri Maharajji who had established an Ashram for the orphans of the area and teaches them various trades along with school education so that they can lead a dignified life. Being located in a rural area student from nearby areas come to pursue various programs of study that the college offer. Since its inception the college was offering under graduate programmes in Arts and Humanities.

The institutions’ visionary aim is to impart quality higher education and enlightenment to the aspiring students of the locality as well as other diverse areas. To provide affordable quality education, while equipping students with knowledge and skills in their chosen stream.

The institution makes an effort in application of classroom training and instruction to the outside community. To create responsible citizens is the dream that the institution cherish. To realize that dream it initiates activities to realize the learners of their responsibility towards the society at large. The institution engages and encourages various extension and co-curricular activities to achieve this goal.

The college is located in a rural area and the area is inhabited by different ethnic community. They have their own customs and beliefs. They do not have knowledge and concern for environment, health and education. Being economically backward, a part of the population cannot afford to pursue higher education. The institution is the only hope for those people to pursue higher education. The institution assists, coordinates and contributes to the upliftment of these rural folk.

The institution makes it the priority to impart quality education, keeping in view the need of the time. It also gives emphasis on inculcating moral and ethical values among the students and the institution has a mission to fulfil the visionary dream of Swami Yogananda Giri to make it a global educational hub.

To improve the academic area of the institution, at the beginning of every academic session, an Academic Calendar is prepared by IQAC and it is circulated among the students and the staff of the college. IQAC has devised mechanism such as daily class log book/ record of classes, lesson plan and weekly workload which are periodically monitored by the Academic Head and Principal. Record of students’ attendance is maintained through designated registers. Besides these, every other academic activity of the college is monitored by the Principal and the Academic in-charge on day-to-day basis.

Transparency in administration is ensured through proper displaying of circulars in the office and departmental notice boards, college website and circulation through official WhatsApp groups administered through IQAC. For conducting of various activities and programmes in different domains in-house committees are constituted and the activities are recorded in registers provided for the purpose. Details of members of certain vital in-house bodies like anti-ragging cell, internal compliance cell and

grievance redressal cell are prominently displayed within the campus.

All the other activities pertaining to day-to-day activities of administration and academic pursuits are governed as per the instructions received from different statutory and regulatory bodies that include Director of Higher Education, Government of Assam, Director of Education, Government of BTR, Affiliating University, UGC, RUSA, NAAC, AISHE from time to time. Every year admission dates and fees for different programs are fixed as per the directions of DHE. With regards to appointment of teaching and non-teaching staff actions are done as per the norms as directed by UGC and DHE. In matters of contractual staff institution framed its own set of guidelines as per GB Resolutions. Keeping pace with the changing trends in higher education, attempts have been made to build smart and ICT-enabled classrooms, introduction of mentor-mentee system, signing of MoU's with other colleges and organizations. All stakeholders like students, guardians', alumni, teaching and non-teaching staff are being involved as envisaged by NAAC for holistic growth of an institution. Feedbacks are collected from various stake holders ranging from students, teachers, to be done in a phase wise manner, through various corrective steps.

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

5. CONCLUSION

Additional Information :

The college is located in a rural area. Moreover, the college is established in the sacred ground of Swami Yogananda Giri Maharaj who had a dream of establishing a rural university in this area to educate the people of the region. The college is a co-educational institution offering undergraduate programmes in Arts and Humanities. The institution has a mission to make the college a global educational hub. The institution ensure that the students are equip with commonness, dignity, self-control and hard work so that they can effectively counter or negate the menace of communalism, intolerance, violence and hatred. Since its inception till date the institution has not reported any incident of ragging or any anti-social activity.

Concluding Remarks :

The institution is affiliated to Bodoland University is a promising co-educational institution offering Under Graduate courses in arts and humanities. Since inception, the college has been under progress with the help of various grants by State Government as well as local bodies. It caters higher educational aspirations of the youth of the region. The college boost a vibrant environment through participative and decentralized involvement of students, teachers, alumni, guardians and local community in various perspectives and activities. The college has mission to develop self-realization by promoting co-curricular and extra-curricular activities simultaneously. The institution prioritizes a sense of sustainable development. The institutions' visionary aim is to impart quality higher education and enlightenment to the aspiring students of the locality as well as other diverse areas. The institution encourages students to participate in various competitions organize by the college, university and other government and non-government agencies. The institution takes initiative to ensure the college gender discrimination free environment. The Internal Complaint Committee make it a point to sensitize the students about gender equity. The institution takes initiative in cultivating the students and in the local community, the sensitivity towards environment and the conservation of natural resources.

The institution's main aim and attempt is on creating a suitable academic environment among the students as well as teaching staff. The institution believe that education is not confined to only classroom teaching but it has to spread to the community as well. Therefore, it has taken initiative to culture value education among its student community. Learners are inspired to involve in various community-based activities through NSS unit of the college.

The institution has taken various quality initiative during the recent past like conduct of quality audits, setting up of ICT enabled classrooms and meeting hall, declaration of college campus as tobacco free and plastic free zone, development of college playground, provision for girls' common room and other infrastructural provisions like First Aid Room, E-waste and electrical storage room, college office room, Yoga arena, Departmental Rooms, Library cum Reading Room, signing of MoU's etc.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.2.1	<p>Number of Add on /Certificate/Value added programs offered during the last five years</p> <p>Answer before DVV Verification : 29 Answer After DVV Verification :25</p>																																								
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 160 Answer after DVV Verification: 110</p>																																								
2.1.2	<p>Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year - wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>119</td> <td>126</td> <td>126</td> <td>126</td> <td>126</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>94</td> <td>82</td> <td>84</td> <td>78</td> <td>86</td> </tr> </tbody> </table> <p>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>119</td> <td>126</td> <td>126</td> <td>126</td> <td>126</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>135</td> <td>125</td> <td>125</td> <td>125</td> <td>125</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	119	126	126	126	126	2021-22	2020-21	2019-20	2018-19	2017-18	94	82	84	78	86	2021-22	2020-21	2019-20	2018-19	2017-18	119	126	126	126	126	2021-22	2020-21	2019-20	2018-19	2017-18	135	125	125	125	125
2021-22	2020-21	2019-20	2018-19	2017-18																																					
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2.4.2	<p>Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</p>																																								

2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	15

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
9	9	8	7	7

Remark : As per supporting documents provided by HEI, Input modified

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
5	1	0	2	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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 organised in collaboration with industry, community and NGOs) during the last five years

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., year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
26	2	2	2	3

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18

5	1	1	1	0
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3.5.1 **Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.**

Answer before DVV Verification : 7

Answer After DVV Verification :6

4.1.2 **Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)**

4.1.2.1. **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
2.79496	4.37210	1.46882	1.58587	2.74038

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1.79	0	0	0	0

4.4.1 **Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
15.83965	14.28808	19.20222	23.15563	20.39793

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0.4	4.37	1.46	1.58	2.74

5.1.1 **Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years**

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

511	477	423	427	335
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Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
128	77	196	296	115

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
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5.2.1.2. Number of outgoing students year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
119	114	76	117	101

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
119	114	76	95	89

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
44	45	43	42	42

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
2	2	2	2	2

6.2.2 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**

4. Examination

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: D. Any 1 of the above

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
8	0	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 16 Answer after DVV Verification : 15																				
2.1	Expenditure excluding salary component year wise during the last five years (INR in lakhs) Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>18.63461</td> <td>18.66018</td> <td>20.67104</td> <td>24.74148</td> <td>23.13831</td> </tr> </tbody> </table> Answer After DVV Verification: <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>18.4</td> <td>14.3</td> <td>19.21</td> <td>21.73</td> <td>20.41</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	18.63461	18.66018	20.67104	24.74148	23.13831	2021-22	2020-21	2019-20	2018-19	2017-18	18.4	14.3	19.21	21.73	20.41
2021-22	2020-21	2019-20	2018-19	2017-18																	
18.63461	18.66018	20.67104	24.74148	23.13831																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
18.4	14.3	19.21	21.73	20.41																	