



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SATYA RANJAN COLLEGE

VILL-BRAHMANGRAM, P.O. KALAIN, DIST. CACHAR
788815

www.srcollege.ac.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

SATYA RANJAN COLLEGE is located at Brahman-Gram, Kalain of Cachar District of Assam. The College was established in the year of 1992 to fulfil the hopes & aspirations of the people of greater Katigorah L.A Constituency. Infact, it was the first Higher Educational institution in the Katigorah L.A Constituency of Assam.

Till 2012, the college was at venture-stage and the teacher's honorarium were paid off from the college fund. Finally in the year 2013, the Govt. of Assam, provincialized the service of 05 Asst.Prof. including Principal and all non-teaching staffs of the college. In the year 2014, 02 more posts had been regularized. And finally in the year 2021, all teaching posts got sanctioned.

Since establishment, the infrastructural development of the College was at very slow pace as internally there was very limited source to raise fund. On the other hand, due to not having NAAC-Accreditation, the College was not able to get permanent affiliation from the University and get 12 B status to receive financial assistance for infrastructural development. So, the college took a bold decision to invite NAAC with the objective to prepare a road map for the overall development of the college with the recommendation of academic experts.

The college is affiliated to Assam University, Silchar and presently offering B.A in General-Programme in 8 subjects viz., Bengali, Economics, Arabic, English, History, Political Science, Manipuri, and Philosophy as well as B.A in Hons-programme in 3 subjects viz- Economics, Bengali and Political-Science.

Presently, there are 19 permanent teaching faculties viz- 14 Assistant Professor and 5 Tutor Assistant professor in various departments in the college (13 Male+06 female). And 12 Non-teaching staffs (10 Male+02 Female). It has also 01- Assistant Librarian and 01 Library Assistant.

The College is located in a rural campus occupying about 5.15 acres land in Kalain area of Cachar District of Assam. The College is functioning under the leadership of the Governing Body which is also registered under Societies Registration Act-1986. and guiding the society with a clear vision. The College is determined to become a pioneer institution of higher education in the state of Assam.

Vision

To impart higher education for all sections of the society, especially to the under privileged section and strengthening the Socio-economic base of the surrounding area through quality higher education.

Mission

- To increase the accessibility to higher education and act as a catalyst of social transformation by spreading education for all & especially to the marginalized segments of the society.
- Maximizing efforts for grooming young energetic human resources to achieve excellence in academic,

cocurricular and community-oriented exercises.

- Fostering intellectual growth, aesthetic appreciation, and character development in our students by instilling a high sense of dedication and discipline in the mind of the students.
- Developing Human resources to capacity building individuals by providing Qualitative, innovative, and responsive education for all to acquire life oriented, value based and career-oriented education so that they become self- respectful, self-confident, and self-dependent in the changing world.
- To produce able citizens who can take up national responsibilities and provide leadership in the various walks of life in the best interest of the nation.
- To evolve and improve the teaching learning pedagogy to optimise academic achievement.

CORE VALUES

The College is guided by the core values of-

- Commitment, Discipline, Hard work, Honesty, Punctuality, Moral and Ethical values.
- Equal opportunity for all sections.
- Gender sensitization and encourage women in all activities.
- Transparency
- Team work
- Decentralization of power and democratic outlook in decision making process.
- Develop nationalistic outlook.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Satya Ranjan College is approximately 200 meters away from NH 44 highway. Therefore, the college is easily reachable.
- College is located in a comparatively pollution free, crime free and peaceful region. Hence an ideal place for learning.
- The college has a visionary management team to lead the institution towards achieving higher academic excellence.
- The NSS, NCC, Women Cell of the College are very dynamic that actively engage in nation building and community service.
- A strong relationship with the neighbourhood communities due to collaborative extension works.
- The College has dedicated teaching and non-teaching staffs, and a satisfactory student strength, with students hailing from different communities.
- A well-documented student-centric teaching-learning process.
- Performance of students in university exams have been satisfactory and upgrading in recent times.
- Gender-friendly premises. Safe and secured environment for the girl students and staffs is maintained.
- E-resources accessible to students through the library.
- The College attempts to stay updated with emerging trends in higher education and has gradually incorporating student-centric ICT enabled quality enhanced learning.

- Well-designed Perspective Plan and Policies.
- Well-structured, participatory and decentralized governance.
- The college is situated at rural area and near to the Indo-Bangladesh International Border. It is infect, the only higher educational institution in the greater Katigora LA Constituency of Assam. Right from the establishment, the college has been providing the opportunities of Higher Education to the educationally and economically weaker sections of the society.
- The alumni association and Governing Body of the college is registered under Societies Registration Act-1986.
- Linkage established with reputed institutions and MoU signed to undertake collaborative works.

Institutional Weakness

- Not having NAAC Accreditation is the major weakness of the Institution.
- Lack of fund and sufficient infrastructural and ICT facilities.
- The college is located in a flood affected area and during flood academic environment is badly affected.
- Remote area and poor internet connectivity.
- The number of students taking admission in some departments / programmes are comparatively less due to several socio-economic and educational setup in the surrounding area.
- Limited number of programmes/courses with only arts stream and till now there is no scope for the students aspiring for higher studies in science and commerce.
- Most of the students are from poor financial background and this affects their learning environment and also the scope of introducing self-financing courses is limited due to the weak financial background of the majority of learners.
- The case of dropout is visible due to several socio-economic factors.
- Limited Staff in some department is another weakness of the College.
- Almost 99% students coming to the college are from vernacular medium. They feel difficult to understand and respond in the classroom setting is another weakness of the college.

Institutional Opportunity

- As the College is located in remote area, the College has the scope for expansion of infrastructure in diverse aspects.
- Geographically the college is situated in rural area and most of the student's taking admission in the college belong from BPL category. Many aspiring students passing from this institution could not get opportunity to pursue PG degree due to various social-economic reasons. Hence the College has opportunities to introduce more courses in UG and PG program under the distance learning programmes like IDOL, IGNOU, KKHSOU, etc.
- College has the opportunity to introduce different skill development courses along with some science and commerce programs.
- College has the opportunity to work more for expanding e-learning.
- As the College is situated near to Indo-Bangladesh International border, The college has opportunity for expansion in the field of research, particularly on border & local issues.
- The college has the opportunity to work in the field of developing small scale and cottage industries on the basis of local resources in an innovative way.
- The College can initiate Sports Training Programme for giving greater number of students the opportunity to develop an interest in sports.

- The College has opportunity to conduct more extension activities to raise the standard of living of the rural people by helping them in right use of their resources.

Institutional Challenge

- The surrounding area of the college is affected by heavy flood every year which poses a great challenge to maintain the academic environment of the college.
- scarcity of funds for its infrastructural development to provide best facilities to its learners in order to make them globally competent.
- The problem of student's dropout is another major challenge of the college. As the majority of the students belong to families with lower socioeconomic background, the parents' priority is source of income. As a result, when parents feel their wards have become capable to work, the focus shifts from studies to employment, this leads to drop out from college.
- To ensure placement to the students passing out from this institution.
- To motivate the students to pursue skill based self-financing courses due to lack of awareness and financial requirements.
- Preparing and motivating students for participation in co-curricular activities like game sports is a challenging factor due to the lack of interest and not having the post of PT teacher provided by the State Govt.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Being an affiliated college, this institution follows the curriculum pattern designed by the University. Some important points of curricular aspects are-

- The process of curriculum delivery of the various courses that runs currently in the institution is planned by Academic Planning and Development committee.
- The IQAC at the beginning of the academic-year conducts meetings with all HoDs and plans for effective norms to achieve the best learning outcomes. It includes curriculum implementation, semester teaching Plans, internal examination schedule, teaching plan of each department, identifying delivery modes, developing teaching aids etc. for effective implementation of curriculum by each staff member.
- Before commencement of classes, All the faculty members sit together and divide the syllabus contents with respect to Paper, Unit and Topics to be dealt & monitors its progress.
- The faculty members provide study-Materials Printed and hand-written to the students at the completion of a Unit/Topic. Chalk and talk, demonstrations, audio-visual, field visits etc., are used in the delivery process.
- The Academic-Planning and Development-Committee of the College prepares an Annual Academic Calendar based on the Holiday list of the Assam University.

- A Central Routine is also prepared by the Academic Planning and Development committee. All HoDs distribute the courses amongst the faculty members and prepare the departmental time table accordingly.
- Class attendances of the students are recorded in the Class Register Books. Tutorial and remedial classes are taken for maintaining the student's participatory learning for slow learners and students with poor performance.
- The institution holds two internal examinations for every semester and One Sessional Examination as per the norms of the affiliating University.
- The institution integrates cross-cutting issues like professional ethics, gender sensitization, human values, environmental issues and sustainability into the curriculum by observing National days, World Environment Day, International Yoga Day, International Women's Day etc.
- The faculty members of the College participate in assessment/Evaluation process for UG programmes of the Assam University.
- The Institution collect and analyze Feedbacks on various aspects of curriculum and submit to the authority for necessary action.

Teaching-learning and Evaluation

- Satya Ranjan College follows the guidelines and directions of the Government of India for the enrolment of the students against the reserved categories.
- The admission of students is done through college admission portal following the guidelines laid down by the Directorate of Higher Education, Assam and the affiliating University.
- A large number of students belong from Below Poverty Line category take admission in the college every year.
- Altogether 19 permanent faculty members of the college, out of which 7 have Ph.D, 6 have M.Phil degree, and 10 are NET/SET qualified, assess the learning level of the students.
- The college assesses the learning levels of newly admitted students by conducting orientation program, conduct bridge courses etc.
- Remedial Classes, Peer Teaching are conducted for slow learners.
- Interactive sessions, invited talks and seminars, group discussion, field trips, and various activities such as Quiz, Extempore speech, sports week organized by different cells, and committees to promote experiential learning.
- Use of ICT-based teaching learning tools such as projector, TV, Google Classroom, Teachmint, WhatsApp group, YouTube audio/video class etc. are encouraged to supplement the classroom learning.

- The evaluation process of the college is unbiased, progressive, properly monitored and transparent. The students have access to their evaluated answer scripts. Any grievance or discrepancy in the internal evaluation is resolved at the earliest in the department level itself.
- Parents-teachers' meetings are held sometimes inform the parents about students' performance and to address specific issues if any.
- Mentor-mentee system has been initiated in the academic session 2021-22 to make the teaching, learning, evaluation more transparent and effective.
- Presently the Teacher- Student full time ratio is 1:33
- The average pass percentage of final year students during the last five years is 50.23%

Research, Innovations and Extension

To shape the growth of the intellectual and general wellbeing of the students belonging to various sections of the society, attempts have been made through different academic as well as co- curricular activities. Some points related to research, Innovation and Extension may be highlighted by the following points-

- Nature and bio diversity conservation, preservation of culture, traditional knowledge, Environment, gender related issues have been focal areas of the extension activities to involve with and also to sensitize the students.
- Issues like that of self-defense for girls and children, legal awareness, corruption and its evil, importance of Yoga and heal, hygiene & cleanliness etc. have been the highlights of the activities along with the college students and local people of nearby villages.
- Career counseling for the students, short term skill training sessions on soft skills, self-defense, yoga etc have been provided time to time.
- The college has a number of collaborations/linkages for faculty exchange, students exchange, participating in extension activities, social activities etc. It has a MoU with West Silchar College, Nilambazar College, Maibang Degree College. It has a MoU signed with NGO -Netaji Chatro Yuva Sangstha and Kalain Divine Foundation for participation in different social activities.
- Apart from that, the academic departments of the college have organized several departmental seminars/workshops during the last five years as a part of experiential learning. The faculty members were also involved in publishing book chapters in edited volumes, and papers in national/ international conference proceedings.
- The college has active and functional National Service Scheme and National Cadet Corps Units. In addition to these, the college also has Women's Cell, Electoral Literacy Club, Natures Club, Red-Ribbon Club, Student's Union etc. Further, the ACTA (Assam College Teachers Association) Satya Ranjan college unit also contributes a significant role in community development.
- The NCC and NSS unit of Satya Ranjan College organize cleanliness drives, tobacco control programme, tree plantation drives, different awareness camps, training programs, health camps, covid awareness programmes etc. in the neighboring villages.

Infrastructure and Learning Resources

The institution is depended upon very limited financial resources & till now the college has not received any financial assistance from UGC / RUSA for infrastructural development. The institution is single stream "Arts" under graduate degree college with eight subjects and is located at primarily in a rural setting having 5.15 acre land with approximately 1287 sq. meter builtup area.

- The College is having one G+1 RCC building and the rest are all of assam type house.
- The college has adequate number of classrooms including 2 digital classroom having LCD projector and TV, sound system with Wifi connectivity.
- There is one temporary auditorium in the college. The auditorium is used as classroom and when needed it is used as auditorium.
- CCTV cameras are installed in the college campus.
- There are separate common room for boys and Girls. The Girls common room is equipped with sanitary napkin vending machine.
- The college has 6 number of computers installed in library for students, 03 numbers in the office room and 01 for IQAC along with printer, scanner and xerox facility for both staffs and students.
- Satya Ranjan College Library using LibWare ILS 2.0 library automation software with Barcode technology. The Library is a member of the N-LIST and also a club member of NDLI.
- The library staffs regularly update the question papers of University examination in College website.
- The college provides safe drinking water facilities to the students by using modern means of water purifiers and chiller.
- The institution has a 3.KV environment friendly power generator and 2 sets of inverters including 1 solar powered to deal with the power disruption
- The college has a college canteen inside the college campus.

The institution provides adequate indoor games facilities like carrom board, chess, etc. and it also provides facilities for outdoor games like volleyball, musical chair, cricket, kabaddi, badminton etc. The college encourages different cultural activities like dance, drama, songs, literary competitions like wall magazines, on the spot poem writing etc

Student Support and Progression

- The students the college are benefited by all govt. funded scholarships and freeships is given to all BPL category students under a Assam Govt. scheme
- Apart from class room teaching learning, the college motivates student to participate in different co-curricular & Extension activities throughout the year.
- The college has a students' feedback system in place which is regularly monitored.
- There is not a single case of ragging or any case of sexual harrasment in the college in the last five years. There are committees like anti-ragging committee, Grievance Redressal Committee to address any problem related with such cases.
- Remedial classes are arranged for the slow learners.
- Sports and Cultural programmes are organnized for physical and mental development of the students.
- Skill based certificate courses like spoken english, basic beautification coure arranged for students.
- The Alumni Association of the college is registered under Societies registration Act XXI of1860.
- The college organizes Career Counselling and Personality Development Programmes time to time to improve the overall personalities of the students

Governance, Leadership and Management

- Satya Ranjan College has a well-defined Vision and Mission; and the governance of the college reflects them.
- The institution has decentralized governance system with proper well-defined and inter-relationships.
- The Governing body is the supreme decision-making body of the college.
- The principal of college being head of the institution is the overall head of both the academic and administrative affairs of the college.
- The college has created a decentralized structure for decision making where the committees of different department edge their decisions with college committees of the staff council. The Heads of all the departments work independently with the help of other faculty members of their departments.
- The handbook of Code of conduct and staff welfare policy uoloaded in college-website.
- The Internal Quality Assurance Cell (IQAC) is constituted as per the guidelines of NAAC to find out overall quality in teaching-learning, administrative and co-curricular and Extension activities.
- The strategic plan has the goals of Empowering students through Holistic education with proper guidance by all faculties of the institution, develop and strengthen academic programmes with full dedication and efficiency and to encourage faculties to do research work, Faculty Development Program, Refresher Course to enhance their academic career.
- All faculty members of the college are regularly motivated and they are also being awarded for a number of publications in book, journals etc in a year.
- Academic excellence of every staff is being recognized by the institution so that others could be motivated. Teacher's performance as Co-Ordinator or Convenor of Workshops, seminars, FDP etc. are appreciated and being rewarded by certificates of appreciation.
- The college also adheres to the state government rule policy and all the staff can avail different types of casual leave, earned leave, Maternity and Child care leave for female staff, ON-Duty Leave etc.

The practice of decentralization and participatory management is possible in all the activities of the college because of a strong and efficient organogram of the institution. The college has different organizational bodies including students union for enactment of various activities. All the executive bodies are formed democratically, they discuss relevant issues under their jurisdiction and resolved independently.

Institutional Values and Best Practices

- The college has taken initiatives to make familiar the concept of gender equity among the students by providing equal opportunity for students of both the genders and encouraging them to take part in various programmes.
- The College has taken initiatives to keep the campus clean and green. It has done its Environment and energy audits, Gender audit, academic and administrative audit for its self-analysis and development.
- The College has organized a number of programmes, academic and extra-curricular activities to create an atmosphere of tolerance, cultural harmony, communal, social & National integrity.
- In today's world, where maximum people are pursuing only self interests, the institution recognizes the need to inculcate Universal Values like respect to the elders, selflessness, kindness, truthfulness, etc. The College organises various programmes to sensitize the students regarding the moral values, and to bring everyone together and promote unity.
- All members of the college family are aware about their duties towards the institution, the state and the country and as responsible citizens, all takes part in state and national level elections, obeys rules and regulations of the constitution, follows directives and guidelines of the College code of Conduct.

- Code of Conduct of the college is applicable for all and awareness programmes on it are organized regularly.
- The College has been focusing on community issues, gender disparities, social problems in the neighboring communities under two best practices titled – “Gender Equity: A step Towards better society”, and “Co-curricular and Extension Activities”.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SATYA RANJAN COLLEGE
Address	VILL-BRAHMANGRAM, P.O. KALAIN, DIST. CACHAR
City	KALAIN
State	Assam
Pin	788815
Website	www.srcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Bijit Goswami	03841-291045	9435239069	-	srcollege77@gmail.com
IQAC / CIQA coordinator	Dipankar Das	-	9435218909	-	dipankar.prof@gmail.com

Status of the Institution	
Institution Status	Government and Constituent

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	Assam University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC		
12B of UGC		

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	VILL-BRAHMANGRAM, P.O. KALAIN, DIST. CACHAR	Rural	5.15	1287

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,Ba In Bengali Hons	36	HSSLC	Bengali	25	22
UG	BA,Ba In Economics Hons	36	HSSLC	English	5	0
UG	BA,Ba In Political Science Hons	36	HSSLC	English	10	3
UG	BA,Ba In English	36	HSSLC	English	340	217
UG	BA,Ba In Bengali	36	HSSLC	Bengali	220	141
UG	BA,Ba In Political Science	36	HSSLC	English	260	192
UG	BA,Ba In Economics	36	HSSLC	English	65	9
UG	BA,Ba In History	36	HSSLC	English	70	19
UG	BA,Ba In Philosophy	36	HSSLC	English	135	46
UG	BA,Ba In Arabic	36	HSSLC	English	75	39
UG	BA,Ba In Manipuri	36	HSSLC	English + Meitei/Manipuri	10	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				19			
Recruited	0	0	0	0	0	0	0	0	13	6	0	19
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	10	2	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
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	5	2	0	7
M.Phil.	0	0	0	0	0	0	4	2	0	6
PG	0	0	0	0	0	0	13	6	0	19
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	0	0	0	0
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	251	0	0	0	251
	Female	367	0	0	0	367
	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	42	33	28	41
	Female	41	22	40	31
	Others	0	0	0	0
ST	Male	0	1	2	2
	Female	2	0	0	3
	Others	0	0	0	0
OBC	Male	22	14	24	18
	Female	22	11	20	15
	Others	0	0	0	0
General	Male	74	88	54	119
	Female	109	92	84	143
	Others	0	0	0	0
Others	Male	1	1	0	2
	Female	0	0	0	0
	Others	0	0	0	0
Total		313	262	252	374

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Satya Ranjan College continuously strives for expansion of quality in higher education among rural, socially and economically disadvantaged group of students. The college is trying to prepare to face the
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	<p>change in education system. The current CBCS curriculum of Assam University contains mandatory language subjects for Undergraduate program. These language subjects are English and Bengali. Additionally, the curriculum offers Environmental Studies in our graduation programs, which is also reflecting multidisciplinary approach in existing course curriculum. Satya Ranjan College always observe birth/death anniversaries of renowned personalities of national importance, which is also adding values to spread our knowledge segment in broader way. The college ensures a multidisciplinary approach in its co-curricular activities also. It regularly organizes seminars, lectures and other extension activities like Swachh Bharat Abhiyan/Cleanliness, Awareness on Yoga, AIDS, Awareness on legal provision against sexual harassment, Self-defense training programmes for girl students, Awareness on Environmental issues, Covid Awareness programmes, awareness on moral values, various programmes organized by electoral literacy club, celebrating and observing different occasions relevant to the regional and national importance and so on as a part of AZADI KA AMRIT MOHATSAV.</p>
2. Academic bank of credits (ABC):	<p>As per the circulation received from Assam University Silchar regarding creation of academic Bank of credit, the college has taken initiative to create academic Bank of credit profile to all our existing students by circulating notice and tutorial videos depicting the procedure of profile creation for ABC. Till date all our students are having ABC account number. As per the guidelines of Assam University, we have collected all the data related to ABC account of our existing students and communicated the same to Controller of Examination Assam University Silchar. To execute the whole awareness activities on NEP, we are having NEP Implementation Committee chaired by the Principal of Satya Ranjan College. We are also attending all the meetings initiated from Assam University and providing our opinion through our college representative.</p>
3. Skill development:	<p>Satya Ranjan College is having a career guidance and counseling cell which is the cornerstone to take any initiative related to skill development and capacity building. The Career, Guidance and Counselling Cell</p>

	<p>has organized spoken English course. The college has started one self-financing course on 'Basic beautician Course' which has completed successfully. This has given the opportunity to the students to develop their skills. The faculty members of the college are regularly conducting various skill development programmes for the students and local people of that area. The college also encourages faculty members to develop advanced teaching-learning skills through short term training program and faculty development programs, which come handy while changing the traditional way of teaching paradigm. The female students are being trained on free-hand Self-defense such as 'FEARLESS GIRLS' CAMPAIGN for the students. The college guides the students to learn required skill-sets which are transferable to cope up with global expectations.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The institute organizes, Saraswati Puja, Bhasa Swahid Divas, Matri Bhasa Diwas, World Environment day, Women's Day, birth and death anniversaries of eminent cultural activists; organizes various literary and cultural competitions among students, excursion programmes etc. The faculty members use bilingual mode (Bengali, English) along with Manipuri and Arabic in the respective subjects. Bengali and English both mediums are encouraged for students. English as a core subject is offered to students along with generic, elective and skill enhancement courses. In MIL subject, importance is given on teaching through mother tongue. There are other subjects like Political Science, Philosophy, Economics, History, Arabic, Manipuri etc. are taught for inculcation of sense of National Integration, transmission and preservation of culture etc., During the COVID-19 pandemic, teaching of these subjects were offered through online mode.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Satya Ranjan College focuses on Outcome (OBE) based education where both teachers and students are well aware of the course outcomes and all fully focus on achieving the intended outcomes. The faculty members of the College have developed various teaching learning contents such as PPT files, Videos, PDF notes, etc which are available on different teaching app such as the Teachmint, Google Classroom etc which may be accessed by the students as per their convenient time and space. As per Assam University curriculum, the college organizes field</p>

	trips, excursion programs and local service to adopted villages. Existing curriculum has already been implemented in the practice and experimental teaching-learning through different courses and extension programs. For instance, Department of History conduct field visit. The department of Philosophy, Bengali and Political Science has organized Excursions in Assam University, NIT and Rajasthan to make student more understanding about the importance of different places to gather knowledge.
6. Distance education/online education:	Currently the college does not have any distance education / online education facilities. However, the college is in connection with INDIRA GANDHI NATIONAL OPEN UNIVERSITY (IGNOU) to open the distance learning center at our college.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Satya Ranjan College has Electoral Literacy Club (ELC) which is the platform to develop a culture of electoral participation and maximize the informed and ethical voting to follow the principle "Every Vote Counts' and ;'No voter to be left Behind''. The aim of the club to aware 'New Voters' aged between 18-21 years of age about various aspects of election system. Satya Ranjan College has set up its Electoral Literacy Club in the year 2021. As an initiative of Election Commission of India towards strengthening the culture of electoral participation among the young generation the College, Electoral Literacy Club is looking forward to take steps to initiate works in the surrounding.
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?	Electoral Literacy Club of college is a platform to engage college students through interesting activities and hands-on experience to sensitize them on their electoral rights and familiarize them with the electoral process of registration and voting. Satya Ranjan College Electoral Literacy Club has got campus ambassador from amongst the students. One is from male students (Nirupom Roy) and one from female students (Sweetly Sutradhar). There is also one coordinator from Teaching Faculty (Suparna Laobandisha, Assisatant Professor, Department of

	Political Science). Yes, the college ELC is representative in nature.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include 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.	With regard to voluntary contribution by the students in the electoral process, anticipation in voters registration process, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting as well as enhancing participation of various under privileged sections of the society, the College ELC has internally organized their meetings to take remarkable initiatives from time to time.
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.	The College is preparing its various strategies towards a number of awareness drives in the neighboring localities. Inculcating various democratic values and motivation towards participation in electoral process is the prime advocating projects undertaken by the College ELC.
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.	Students who are above 18 years of age and are not registered in electoral roll are being counseled by the college ELC to enroll them in the electoral roll as per law. As per instruction of District Election Officer, our college created a link in its website for registration of new voters.

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
313	262	252	374	221

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

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

Response: 19

File Description	Document
Upload Supporting Document	View Document
Institutional data in 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
19	19	6	6	6

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
17.01	27.06	48.08	10.91	11.78

File Description	Document
Upload Supporting Document	View Document

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:

Satya Ranjan College is affiliated to Assam University and the entire course-curriculum for the degree programme is designed by the affiliating University. Presently, the College is following the Choice-Based-Credit-System (CBCS) in all the departments as per the regulations of Assam University. The institution has effective machinery for the implementation of curriculum through a well-planned and documented process.

Prospectus: Satya Ranjan College prepares and publishes its prospectus every year before the beginning of the academic session. All the information related to curriculum-delivery is included in the prospectus. The prospectus is published digitally through college website as a step towards saving the environment.

Academic-Calendar: Satya Ranjan College prepares and follows an Academic Calendar based on the academic calendar of affiliating university. All the important dates related to curriculum delivery, sessional and final examination, etc. are included in the Academic-Calendar.

Central-Routine: The Academic-Planning and development-committee prepares the central routine in consultation with IQAC and all departmental -considering the syllabus. The departments prepare the Departmental Time table and allot classes to the teachers name wise based on the central-routine. Both the Central Routine and Departmental Routine is available in the college website.

Orientation-Programme: The College organizes orientation programme for the students at the beginning of the academic session. The Principal, Vice Principal, IQAC-coordinator and HoDs of the departments and Teachers orient the students about the course, syllabus, rules and regulations of the college.

Bridge-Course: Bridge courses are organized by all departments at the beginning in order to impart basic knowledge about the subject that will be taught to the students in the upcoming future. The main objective of the bridge course is to bridge the gap between the topics and the medium they have studied and will be studying.

Teaching-Plan and Course-Distribution: The courses of different subjects are distributed by the Head of the departments for timely completion. All the departments of the college prepare semester-wise teaching plans for smooth transaction of the courses. The departmental Heads monitor the implementation of these activity plans. A course completion report for each semester is prepared & submitted at the end. Question-Bank containing old-university question papers are also available in the college website. Teachers use ICT-tools for effective teaching learning process.

Monitoring: College monitors the learning of students through class tests, home assignments, group discussions and seminar presentations etc. Students' progress is monitored and necessary steps are taken

for their academic enrichment.

Tutorial and Remedial Classes: College ensures effective delivery of curriculum by conducting Tutorial and Remedial classes for slow learners.

Online Classes: To ensure effective curriculum delivery during the lockdown period, maximum teachers of all departments used free versions of online conference platforms like Zoom, Google-Classroom, Teachmint etc. Online class practices are continued even after lockdown period to complete the courses on time.

Assessment and Result: The Examination-Cell plans and conducts the Sessional and End semester examinations of the Assam University. The students have access to the sessional answer-scripts. The end semester examination results are declared by the University.

Feedback: College takes and analyses feedback from all the stakeholders.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 2

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2 Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five

years

Response: 1.27

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

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

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 in transacting the Curriculum

Response:

Satya Ranjan College carefully follows the syllabus prescribed by Assam University. The syllabus deals with cross cutting issues like gender, environment, human values, professional ethics etc. The College has been always sensible towards these crosscutting issues. The integration of cross cutting issues in the curriculum can be explained in two categories- The Syllabus and the Programmes and Activities conducted by the College-

The syllabus: The syllabus of different programmes offered at the College deals in cross cutting issues. The College runs a compulsory paper for all called Environmental Studies in the 2nd Semester, which deals with environment protection and sustainability. The Syllabus of Political Science covers issues like Feminism, Human Rights, Democracy, Good Governance, Environment, Equality, Freedom, Justice, Multiculturalism, Citizenship, Global Social Movements, Decentralization, People's Participation, Leadership etc. The Syllabus of History covers issues related to Socio-religious movements, sufism, Environmental aspects etc. Syllabus of Economics covers issues like Environment and Ecology, Sustainability etc. Syllabus of Philosophy covers issues of the applied ethics and gender ethics, Environmental Ethics, Feminist ethics, professional ethics etc.

The Programmes and Activities: Satya Ranjan College integrates cross cutting issues in the curriculum transaction by organizing different programmes and activities also.

Gender Issues: NSS, Internal Complaints Committee, Women Cell, regularly organize Workshops, Seminars, Popular Talks, Orientation Programme, Postering, Counselling etc. and observe International Women's Day and National Girl Child Day etc. for promoting gender sensitivity among students.

Environment and Sustainability: IQAC, NSS, NCC, Women Cell, Electoral literacy club, Student's Union and Teachers are actively involved in on campus and off campus activities for orienting students and neighbouring communities on environmental issues. Commitment to the protection of environment is one of the prime objective of the college and all the stakeholders of the college contribute to achieve this end. The College has its own policy on plastic free green and clean campus. College regularly celebrates World Environment Day to promote environmental awareness among students.

Human Values and Professional Ethics: The College is sensible towards human values and the students are taught various issues in respect of this. The IQAC, NCC, NSS, ELC, Natures Club, Women Cell etc. are actively involved in organizing and celebrating events like International Yoga Day, World Environment Day, Human Rights Day, Independence Day, Republic Day, Constitution Day, Road Safety awareness programme, programme on moral values, disaster management programme with NDRF, observing surgical strike day, health & HIV awareness programme, etc. which promote human values and Professional Ethics. The College also organizes visit to old-age homes to make students understand about the importance of human values and social relationships.

Satya Ranjan College has developed and implemented its own code of conduct for for different stakeholders, which is displayed in college website for maintaining conduct in workplace, Work Culture, Transparency in administration, Integrity in Ethical Behaviour etc. as a part of commitment towards maintaining professional ethics.

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: 0

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

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

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 80.34

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
313	262	252	374	221

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
380	380	380	380	250

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2 Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 79.33

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
129	81	114	110	88

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
141	141	141	141	94

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio**2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)****Response:** 16.47**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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process****Response:**

The institution caters to the need of the students to its best possible manner. With the “mission and vision” of providing excellent education to bring all-round development of the students, the college has endeavored all means to reach the goals. Right after admission, the college organizes Orientation Programme, Bridge Course for the students, so that they can have a proper understanding of the courses offered to them at the under-graduate level. In addition, they are also made aware of the internal tests, assignments, seminars etc. that would be held from time to time.

Student-centric methods-Keeping in mind that the students of the locality are mostly come from vernacular medium. thus, in order to ease their problems in understanding the chapters, the teachers, sometimes take the help of Bengali/Hindi languages which helps them in understanding their chapter-related topics and attained good marks in the internal-test/assignments at the initial semesters. The students are encouraged to visit library everyday and develop a habit of reading for overcoming their medium difficulties. The slow learners are provided with extra care and support by the faculties. Remedial classes like tutorial classes are arranged for them after the classes are over. Such classes are taken in smaller groups; hence it becomes easier for both the teacher-student to communicate well. Small portions of homework are also given to them. Lesson plans are prepared by the teachers in advance to make the teaching learning process effective.

Experiential-learning: The institution organizes educational excursions. The main aim of such excursions is to impart knowledge. Imparting knowledge through a hands-on experience is one of the ways of making learning more interesting. The field trips organized by different departments are aimed at familiarizing the students to confront the issues of the external world beyond the academic environment of the college. Students are encouraged to be member of the NCC, NSS, ELC, Natures Club wing of the college. The NSS, NSS, Women Cell oftenly organises several extension activities inside & beyond the campus which make the students more aware of the social environment around them and gain new experiences by virtue of real-life learning applications. The academic departments organize Workshops /Seminars /Conferences / Webinar/ Guest lecture on topics related to their curriculum on a regular basis. This facilitates students to comprehend the topic in a better way.

Participative-learning: The college organizes several activities and competition such as sports, quiz, debates, group discussion, observing the days of National/International importance, departmental seminar, essay-writing, cultural events etc. in which students are exposed to learn through group-coordination, learning by doing, ask-questions,etc. which help to bring out the best in them.

Problem solving methodologies: Students are generally given assignments, small projects individually or in groups to solve a particular given questions or topics. Remedial classes are arranged to address students' queries and problems.

The institute uses ICT tools for teaching as well as for resource sharing. For example, using PPT through LCD projector/TV to conduct classes, sharing resources on e- messaging platforms, conducting online classes on video calling apps etc.

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 year wise during the last five years

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

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)**Response:** 64.29**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
13	11	4	4	4

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	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 strictly adheres to the prescribed guidelines and notices of the Assam University with regard to conduction to assessment evaluation of internal examination. The College follows a well-prepared academic Calendar containing clear information and time schedule about internal and end semester examinations adhering to the academic calendar of the affiliating University.

INTERNAL ASSESSMENT:

- Students are briefed about the internal assessment system in their Orientation programmes conducted at the beginning of each session. The procedure is also mentioned the prospectus and college website.
- As per the new CBCS guideline of Affiliating University effective from 2018-19 session, the Internal assessment is an essential part of the Continuous Internal Evaluation process. Minimum 75% class attendance is mandatory for all students for sitting in the semester examinations.
- In the CBCS system, the internal assessment scheme is based on two components- Internal examination and attendance.
- Internal Examinations are conducted centrally in two categories Unit Test -I and Unit Test-II. The Unit tests are held on the topics taught in line with the schedule specified in the Academic Calendar of Assam University.
- The Attendance of students is strictly maintained by proper marking in the class registers and proper weight age of attendance in internal assessment is ensured by submitting the attendance record in the university online portal.
- The schedule of internal examination along with the invigilation duty list for the faculties is prepared by the examination cell. Only teaching staff is deputed with invigilation duty.
- The answer scripts of internal examination are evaluated within one week & the marks of the tests are shared with students in the classroom. The evaluated answer scripts of the internal examinations are shown to the students to maintain transparency and to restrain from any issues relating to students grievance.
- During COVID-19 Pandemic, Assessment of students was conducted through Assignments as per instructions of Affiliating University (Assam University) by maintaining Covid protocol in the college campus. So, the college provided both online and offline modes keeping in mind the poor network connectivity of the locality.

EXTERNAL ASSESSMENT:

- Duty schedule and instruction copies are provided to the invigilators before the commencement of the examination.
- The sitting arrangement of the students for the external examinations is made centrally maintaining the examination ethics. Daily examination arrangement is displayed clearly in notice board.
- No electronic device is allowed inside the examination hall. Arrangement is made for keeping the mobile phones of the students.
- CCTV is installed in every room where examinations are conducted.
- All the other records of examinations are maintained by the examination cell and officer-in-charge of the examination.

GRIEVANCE REDRESSAL MECHANISM:

Satya Ranjan College believes that access to fair, impartial and transparent evaluation should be available to all students. In alignment with this philosophy, the students have the option to lodge their grievances regarding any discrepancy found in the evaluation process for internal assessment. Students can also lodge grievances to the affiliating university through the principal. Grievance received from students are immediately addressed to solve efficiently in a time bound manner.

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

Response:

The college offers 8 subjects and 11 academic programmes to a large number of students coming from different backgrounds and it is a three-year degree course consisting of six semesters. The Programme and course outcome of each subject is clearly stated in the college website. In order to communicate the same to the stakeholders the following mechanism is adopted by the college authority:

Programme Outcomes (POs):

- Each department preserves the hard copy of the syllabi for reference.
- Discussion takes place in the academic meeting regarding programme outcome and course outcome so that the plan for career counseling can be chalked out.
- The students are oriented about the learning outcome of the course in the departmental orientation meetings as well as in the career counseling programmes held from time to time.
- In the orientation programme students are communicated with the placements of the alumni of the various departments.
- Academic and administrative audit ensures the successful intimation of course outcome to the students.
- The feedback obtained from the students on teaching-learning process help to understand the expected learning outcomes.

Course Outcomes (COs):

- After completion of the course in Bengali, the students get a grip on the history of Bengali literature, the Bengali linguistic history, phonetics, grammatical construction, folk literature and culture, society and religious traditions, communication skills in Bengali language etc.

- After completion of the course in English, the students can get proficiency in academic and business writing, develop the ability to write summary, abstract, reviews, reports, speaking skills & seminar presentations, applications etc. Besides, they are familiarized with the literary movements, use of English in present day scenario etc.
- The Political Science helps in understanding the concepts like democracy, liberty, justice, sovereignty, political theory and history, human rights etc.
- The History Course enables the students to explore and effectively use historical tools in reconstructing the ancient civilization, cultural, social and political evolution in the world.
- After completion of the course in Economics, the students are able to gather knowledge on history of economics, concepts of economic aspects like supply, demand, prices, property rights, production, consumption and distribution, market and tax, cost and profit.
- After completion of the course in Manipuri, the students will have a good command over Manipuri language & literature. The students will also understand the Manipuri culture, folklore, Folk-culture, development of manipuri literature in ancient, mediaeval and modern period, manipuri linguistics and translation theory.
- The students after completion of the course in Arabic will develop a broader outlook about the glorious chapters of Arabic literature, culture and civilization. The students will also get a good idea about the skill of Arabic prose, poetry and prominent writings of the period .
- After completion of the course in Philosophy, the students will learn the method of logical analysis, deduction and rational bend of mind. The student will also learn the major approaches to Ethics and their application to contemporary moral problems in society. The students will also develop their understanding about Indian and Western philosophy, applied ethics, epistemology and metaphysics.

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

2.6.2 Attainment of POs and COs are evaluated. Explain with evidence in a maximum of 500 words

Response:

Satya Ranjan College has different types of methods and mechanisms of assessment for the attainment of programme outcomes and course outcomes. The college believes in the ideals of Continuous and Comprehensive Evaluation so that the attainment of Course Outcome remains inclusive and well-rounded. The methods in which this attainment is measured are-

- At the beginning of the session the Programme Outcomes and Course Outcomes are discussed in the orientation programme conducted by all departments.
- Interaction of a student in classroom, with the faculty and with their peers. The range of interaction and communication as expressed by a student allow teachers to judge whether they have benefited from learning environment or not.
- Performance in the Internal Examination: Internal Examinations are conducted twice in a semester and each of them covers the evaluation of all the relevant COs attainment.
- Performance in the External Examination: It is descriptive metric for assessing whether all the COs

are attained.

- Engagement in departmental activities like participation in -seminar, writing assignments, group discussion quiz, debate etc.
- The college infuses socio ethical values and community service attitude among the students through various regular activities and special camps organized by the NCC, NSS Unit.
- Percentage of class attendance by the students & students' performance in the regularly conducted classes.
- Engagement in different co-curricular activities.
- Progression to Higher Studies by the graduates.
- Mentor-Mentee system: The Mentor-Mentee system has been introduced from the academic session 2021-22. The system help the students to strengthen their varied capabilities and to build an interpersonal relationship between the faculties and students. A student can share their problems openly to the mentor. Mentor can determine whether the student has benefited from the learning environment based on the variety of interaction and communication.
- Placement of Alumni: The records of the employment of the alumni in different Jobs like Administrative Officer, Bank POs College Teachers, School Teacher, Advocates and corporate sector jobs helps to understand the level of attainment of POs and COs.
- The college has got an effective mechanism for collecting feedback from students, teachers, employers and alumni on the curriculum, which is also used as a tool to improve the limitation in the attainment of the learning outcomes and also to chalk out corrective measures.

The aim of the attainment of POs consists in shaping the graduates to make them intellectually proficient, social responsible, professionally skilled.

Each courses taught in the college has a defined set of Programme outcomes with specific corresponding evaluation criteria. The course outcomes decided by the Assam University authority. The performance of the students in the examinations during the semester in each course is used to compute the level of attainment of the POs and PSOs through the mapping of questions to COs and COs to POs and PSOs.

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

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response: 50.23

2.6.3.1 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
124	172	56	43	33

2.6.3.2 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
154	225	158	186	129

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

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

File Description	Document
Upload database of all students on roll as per data template	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: 0

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

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

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, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Satya Ranjan College has been working continuously for creating innovative environment and development of practices for the benefit for students, faculties and society at large. In order to provide service to the society, various activities and initiatives has been taken up. These include the following-

- College encourages students to create new knowledge and ideas apart from obtaining knowledge from the syllabus. The activities undertaken by the institution in neighboring societies have created an Eco-system for Innovation and transfer of knowledge.
- The college regularly publishes Wall Magazines "SONGLAP" to get innovative ideas and to encourage creativity among students.
- The College has established a "Research Cell". The Research cell helps to organize seminar, workshop on IPR, Research Methodology for spreading awareness among students.
- The college Organizes Departmental Seminars, Workshops, Guest lecture etc from time to time that provide opportunities for students to acquire new knowledge.
- The different wings of the college have been involved in sensitizing and making the community aware regarding various issues from time to time. like -importance of girl-child education, cleanliness drive, plantation program, Tobacco control, Covid-19 vaccination campaign etc.

- Skill-based courses like Spoken English, basic Makeup course for girls students to develop skills as well as foster economic self-sufficiency among them in future.
- The college has organized sensitizing programme for students on domestic violence. Women health and hygiene, POSCO act, HIV/AIDS,

Indian Knowledge System (IKS):

The institute organizes Saraswati Puja, Bhasa Swahid Divas, Matri Bhasa Diwas, World Environment day, Women's Day, birth and death anniversaries of eminent cultural activists; organizes various literary and cultural competitions among students, excursion programmes etc. The faculty members use bilingual mode (Bengali, English) along with Manipuri and Arabic in the respective subjects. Bengali and English both mediums are encouraged for students. In MIL subject, importance is given on teaching through mother tongue. There are other subjects like Political Science, Philosophy, Economics, History, Arabic, Manipuri etc. are taught to the undergraduates intended to provide a foundational guide to the history, culture, philosophy of India by inculcation of sense of National Integration, transmission and preservation of culture etc.

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: 11

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
7	1	3	0	0

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: 0.21

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
1	2	1	0	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 2.16

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
20	7	8	1	5

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Satya Ranjan College organizes extension activities with a view to sensitize students towards community issues, gender disparities, social problems etc. Students of the college actively participate in social service activities leading to their overall development. The college has active National Service Scheme (NSS) and National Cadet Corps (NCC) Units.

In addition to these, it has other cells and committee like Women Cell, Anti-ragging cell, Red-Ribbon Club, Nature's Club, Electoral Literacy Club, Career guidance and Counselling Cell, Internal-complaints committee etc. The college engages its students in these activities, so that they become sensitized on social issues. Through the cells and units, the college undertakes various extension activities in the neighborhood community also. The College organized cleanliness drives, tree plantation drives, Covid awareness campaign, programme on women health and hygiene, Awareness on HIV/AIDS, girl child education, gender sensitization, physical training on Yoga, Self-defense, Har Ghar Tiranga abhiyaan, special camp on tobacco control, door to door vaccination campaign, River bank cleanness drive, and so on.

The College observed different days of local, national and international importance like Independence Day, Gandhi Jayanti, Republic Day, Human Rights Day, International Women's Day, Constitution day, World Environment Day, International Yoga Day, etc to sensitize students and local community on different social issues.

The College has organized seminars, webinars, popular talks, workshops on the themes related to environment, gender sensitization, Moral values, Intellectual Property Rights, Women Rights and gender equality, skill development etc.

As the programmes are intended to bring required changes in the societies and communities, the college has witnessed a gradual improvement in holistic development resulting from sensitization of the students and their communities. The students in turn have played a pivotal role in sensitizing their parents and relatives towards this much coveted change. The result also found in spontaneous involvement of the students in extending their helping hand to the society when needed. Some of them got associated with Jeevan deep oldage home to help the elderly persons. Some others are actively involved with different

NGOs and working for various social causes.

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 has received Awards and Recognition for its involvement in extension activities from Government and Government recognised bodies are as follows:-

- Satya Ranjan College has received certificate of appreciation from the Ministry of Culture, Govt. of India for taking part Har Ghar Tiranga abhiyaan in the year 2022.
- The NCC unit of Satya Ranjan College got recognition from the tweet of PRO, Guwahati, Ministry of Defense, Govt. of India for conducting cleaning activity including the banks of river Khakrakhal in the year 2022.
- The NSS Unit of Satya Ranjan College has received certificate of Appreciation from office of the Kalain Gaon Panchayet in 2021 for carrying out different Extension activities in the village area from time to time.
- The Women Cell of Satya Ranjan College has received appreciation certificate from ICTC S.M Dev Civil Hospital (Govt. Hospital) for organizing awareness camp on HIV/AIDS and Personal hygiene in the year 2021.
- The NSS unit of Satya Ranjan College has received certificate of appreciation from office of the Joint Director of Health Service, Cachar in the year 2021 for conducting Covid-19 awareness activities.
- Satya Ranjan College received the certificate of appreciation from ICTC S.M Dev Civil Hospital (Govt. Hospital) for organizing awareness programme on HIV/AIDS Syphilis in the year 2022.
- The NSS Unit of Satya Ranjan College received the Certificate of appreciation from the Office of the Circle Officer, Katigorah Revenue Circle, for outstanding voluntary service during Covid-19 pandemic.
- The Women Cell and NSS Unit of the Satya Ranjan College received the Certificate of appreciation from the Office of the Paikan Digorkhal Gaon Panchayet for carrying out Plantation programme at Gobinda Kapa villege under Paikan Digorkhal Gaon Panchayet in the year 2022.
- The Institution has received the award for " One of the best Colleges of Katigorah Constituency" from the Hon'ble MLA, Sri Khalil Uddin Mazumder in the year 2022 for its outstanding contribution and carrying out different extension activities in community service.

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 organized forums including NSS/NCC with involvement of community during the last five years.

Response: 27

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	2	2	9	4

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	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: 5

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Satya Ranjan College was established in the year 1992. Since inception, the college has been struggling hard to meet the requirement of its physical facilities. The institution is depended upon very limited financial resources & till now the college has not received any financial assistance from UGC / RUSA. The posts of the Teaching and non-teaching and library staffs of the college has been sanctioned recently by the Govt. of Assam. The institution is single stream "Arts" under graduate degree college with eight subjects and is located at primarily in a rural setting having 5.15 acre land with approximately 1287 sq. meter built-up area. At present the College is having one G+1 RCC building and the rest are of assam type house. The physical facilities of the college are in the process of development and the college is struggling hard to provide and upgrade the facilities to the students as per the capacity in its best possible way-

- The college has adequate number of classrooms including 2 digital classroom having 2 LCD projector and TV, sound system with Wifi connectivity. Each classroom is equipped with electricity and other accessories like blackboard, chalk, duster, desks and benches. The classrooms have proper lighting, ceiling fan and ventilation arrangements.
- There is one temporary auditorium in the college. The auditorium is used for organizing cultural events, seminar, meeting purpose etc. The auditorium is used as classroom and when needed it is used as auditorium.
- CCTV cameras are installed in the college campus.
- There are separate common room for boys and Girls. The Girls common room is equipped with sanitary napkin vending machine.
- The college has 6 number of computers installed in library for students, 03 numbers in the office room along with printer, scanner and xerox facility for both staffs and students.
- The college has electricity connectivity provided by APDCL. Besides, the institution has a 3.KV environment friendly power generator and 2 sets of inverters including 1 solar powered to deal with the power disruption.
- The college provides safe drinking water facilities to the students by using modern means of water purifiers and chiller.
- Gym and Yoga facilities are available for the students. The equipment like Yoga Mat, hairband, activity ball, jump rope, Abdominal wheel, Resistance Bands, Dumbbell, Barbell, etc. are available for students. The facilities has been utilized by the student under a Teacher- in – charge. The college celebrates International Yoga Day every year.
- The college has a canteen inside the college campus, where students can take their light refreshment in an affordable price.
- Satya Ranjan College gives priority to the overall development of the students and encourage them

to participate in various sports. The institution has a playground and various equipment of indoor and outdoor games viz- carrom, chess, volleyball, cricket, ludo, shot put, football, badminton etc. are available for students.

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

4.1.2 Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 37.36

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
1.04970	3.75094	37.85250	0.115	0.132

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The institution has a central library. The college library is governed by the college authority. It is assisted by an assistant librarian with a library assistant and a library bearer. The Central Library of Satya

Ranjan College performs with the primary objective to acquire, organize and update the library facilities to support the teaching – learning process. It emphasises on encouraging students to read beyond the requirements of the curriculum. The scarcity of fund is the main obstacle for library development. However, the following facilities are available at library for users: -

- **ILMS IN THE LIBRARY:** Satya Ranjan College Library using LibWare ILS 2.0 library automation software with Barcode technology. The LMS have modules namely, shelf management, library stock verification, library membership, membership login, issue item, return item, etc. This software also provides facility to create, view and print records of accession register, subscription list, transaction report, membership reports etc.
- **BOOK BROWSING:** The holdings of the library can be searched using offline Access Catalog through ILMS. The status of a book such as available/issue, shelf number, accession number, And the bibliographic information of the book. This facility helps the reader to track the books easily. Records of books are generated as Subject wise, accession number wise, author wise, publisher wise as well as ISBN wise.
- **MEMBERSHIP OF E-CONTENTS:** The Library is a member of the **N-LIST** and also a club member of NDLI. The users can access 199500+ E-books and 6000+E-journals available in the NLIST database and 6,00,000 E-books through NDLI.
- **COMPUTER FACILITY:** The library has arrangements of 5 computers and all are connected with internet. There is a separate login register for library section.
- **WHATSAPP BASED CIRCULATION:** Students of Satya Ranjan College are connected with the library through WhatsApp Groups. Library related information are shared in those groups.
- **QUESTION BANK FACILITY:** University end-semester examination question papers are collected and kept in the print section. The library staffs regularly update the question papers of University examination in College website. This provides an opportunity to the students to improve their learning and answering skills.
- **XEROX :** Photocopying and Printing facilities are also available for users.

The library has an average collection of books. It has around 1000 number of books in stock at present. The number of books have been dramatically reduced due to unprecedented flood occurred currently in the year 2022. However, with its limited resources, the library is optimally used by the faculty and students. Skilled library staffs are available to ensure excellence among academic fraternity by providing continuous help and support to meet their diverse needs. Users are supported in discovering required information available in different formats, using technology in searching information. Library visit register and the issue and return of books is managed by library staffs. Orientation services to the newly admitted students in new academic session is also provided. The library remains open from 10 am to 4 pm and the resources of the library are optimally used by the faculty and students.

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 *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

Internet connectivity is a main challenge faced by the college and the supply of electricity is also dearth here in this remote area. Due to financial hardship, the college has been struggling hard to meet the recent technological needs, especially in information and communication technology sector. However, the institution provides IT facilities and bandwidth for internet connection to some extent as follows-

IT facilities:

- The college has 2nos. of digital classroom with projector and TV, sound system with Wi-Fi connectivity.
- The library and office room are well connected with broad band connection with Bharatfiber100mbps speed capacity.
- All departments are equipped with Wi Fi connectivity.
- The college has 6 number of computers installed in library for students, 03 numbers in the office room and 01 for teachers along with other necessary peripherals like printer and scanner.
- The library has regular subscription of E-journals and E-books via N-LIST.
- College Library using LibWare ILS 2.0 library automation software with Thermal printer & Barcode technology for issue and return.
- The college has PhotoCopy machines which are dedicatedly used for the teachers, employees and the students.
- The Institution has a Dynamic Website and it has developed a portal for online admission.
- The institution uses Google Meet, Webex, Zoom, YouTube, Teach mint etc. for classes, webinars and online conferences.
- To promote minimal use of papers, electronic communication in terms of email and WhatsApp group has been prioritised.
- The college has developed user-friendly online feedback mechanism through Google form for the students, teachers, alumni, and employer to evaluate programme & course outcomes.
- The college campus has been covered by CCTV surveillance in 24 x 7.
- Facial Biometric attendance for teaching and non-teaching employees of the college.
- The College uses UPI based and Card swiping machine for financial transaction.
- The College has tie-up with Uma Software solutions, Silchar for maintenance and regular update of IT facilities.

Nature of Updation :

All the housekeeping activities in the library including cataloguing, accessioning and circulation have been computerized. In the library, updated versions of windows, library management software- LibWare ILS 2.0, barcode scanner, thermal printer, are used. Moreover, the college hires computer technicians and service providers for any disorder or damage on basis of the need. The institution takes utmost care for up keeping and replacement of the IT tools whenever necessary. In addition to it, the activities such as installation of anti-virus periodically, formatting of computers in case of corrupt operating systems, replacing hardware of old computers as well as new computers are undertaken. In addition to the Bharat Fiber broadband Wi-Fi connection, the college provides internet connecting devices (Jio-Fi) and as an

additional tool for maintaining IT infrastructure of college. The college website is regularly updated whereas the faculty members & departments update their respective parts in the websites regularly for information sharing. The college also has an up-to-date user-friendly online admission portal embedded in the website. All relevant data of the bona-fide students are electronically stored.

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: 52.17

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

Response: 6

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 1.45

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
0.50	0.22	0.25	0.20	0.50

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	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 institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 90.79

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
307	256	216	328	184

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	View Document
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	View Document
Upload policy document of the HEI for award of scholarship and freeships.	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability

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
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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: 15.47

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
85	18	35	82	0

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

5.1.4 *The institution adopts the following for 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
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	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: 5.61

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
13	4	3	2	2

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
124	172	56	43	33

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	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

Response: 3.96

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
2	3	1	0	10

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	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: 3

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
0	0	0	0	3

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: 4.4

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
9	0	3	5	5

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 Alumni Association of Satya Ranjan College has been actively working as an integral part of the institution. It has received official registration under the Societies Registration Act XXI of 1986 with registration no-RS/CA/243/Q/31 of 2022-2023. The institute has dynamic alumni, those are working in different parts of the country. The alumni association has actively involved for the betterment of the college. The engagement of the alumni finds its best visibility in their association with the respective departments. Periodic annual meetings are conducted in a vibrant mood with the college authority to discuss the prospective plan for the development. The following are the major areas through the Alumni

Association joints hands with the college administration:

DONATIONS : Alumni helps in enriching the infrastructure of the College by donating some furniture, books, electronic items to the College from time to time.

EXTENSION ACTIVITY: The alumni association plays a major role by participating in various extension activities conducted by the different wings of the College in the nearby villages. They have also contributed to the beautification of the College by participating in plantation drives in the Campus.

ALUMNI MEET: Through the Alumni Meets, the alumni of the college interact with the present students by providing input and share their experience regarding skills, recent technologies and in applying knowledge in various fields.

ADMISSION PROCESS: The Alumni association plays a very functional role in the admission process in orienting the students for the POs and Cos of the curriculum.

SPORTS AND YOGA : The field of sports & yoga happens to be the major area where the present students get support and assistance, as a few alumni are placed in national as well as state level competition.

ORGANISING & PARTICIPATING PROGRAMS: The alumni Association organizes and actively participate in various cultural & other activities organized by the college within the campus. Like freshers welcome party, farewell ceremony, saraswati puja, Annual Milad mehfil, celebration of Independence day, Republic day, writing in college magazine etc.

FUNCTIONING AS TEACHING FACULTY: The College takes pride in appointing alumni as the teaching faculty of the college. Two alumni namely Dr Purnima Das & Sri Probir Das are presently working as Assistant professor in the department of Bengali.

MoU WITH NGO ALUMNI ASSOCIATION: The College has signed a MoU for jointly conducting extension activities with NGO named “Kalain Devine Foundation” registered under society registration Act XXI of 1986. The NGO has been runned by the alumini of the college with an aim to conduct social-welfare activities in the nearby villages. The members of the NGO often takes part in the extention activities conducted by the college.

INVOLVEMENT IN FEEDBACK SYSTEM: The alumni of the college also provide help in the continuous evaluation and up gradation of the physical facilities of the campus by submission of their Feedbacks.

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 institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

Satya Ranjan College has completed 29 years of its journey and fulfilled the aspirations of people of remote areas of katigorah constituency. It has been striving continuously with Changing Structures and Policies of higher education in India. It is trying to prepare itself for the implementation of NEP 2020. The College has been always committed to impart quality education and intend to produce quality professionals by inculcating human values, ethics through quality education. The pattern of the governance and leadership pattern are in accordance with the vision and mission of the Institution:-

Vision:

- To impart higher education for all sections of the society, especially to the under privileged section and strengthening the Socio-economic base of the surrounding area through quality higher education.

Mission:

- To increase the accessibility to higher education and act as a catalyst of social transformation by spreading education for all & especially to the marginalized segments of the society.
- Maximizing efforts for grooming young energetic human resources to achieve excellence in academic, cocurricular and community-oriented exercises.
- Fostering intellectual growth, aesthetic appreciation, and character development in our students by instilling a high sense of dedication and discipline in the mind of the students.
- Developing Human resources to capacity building individuals by providing Qualitative, innovative, and responsive education for all to acquire life oriented, value based and career-oriented education so that they become self- respectful, self-confident, and self-dependent in the changing world.
- To produce able citizens who can take up national responsibilities and provide leadership in the various walks of life in the best interest of the nation.
- To evolve and improve the teaching learning pedagogy to optimise academic achievement.

With these two mission and vision in mind, Satya Ranjan College has created a clearly defined organizational structure. The following bodies in the college were constituted for the over all governance of the institution.

- **Governing-Body:** The Governing body is the supreme decision-making body of the college. The Governing Body is responsible for the proper financial management, including the up keep of the assets of the college and management of its academic affairs.

- **IQAC:** The Internal Quality Assurance Cell (IQAC) is constituted as per the guidelines of NAAC to find out overall quality in teaching-learning, administrative and co-curricular and Extension activities.
- **Departmental Heads:** There are 8 departments in the college which are headed by a senior teacher of the department.
- **Committees and Cells:** The college has a number of committees that plays an important role in various institutional functions like Women's Cell, Grievances Redressal Cell, Career Guidance and counselling Cell, Admission-committee, Anti-Ragging Cell, Internal complaints Committee, Research Cell, Discipline committee etc.

The practice of decentralization and participatory management is possible in all the activities of the college because of a strong and efficient organogram of the institution. The college has different organizational bodies including students union for enactment of various activities. All the executive bodies are formed democratically, they discuss relevant issues under their jurisdiction and resolved independently.

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 institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Satya Ranjan College was established in the year 1992. All the existing Staffs are considered to be the founder teacher of the College. In the Year 2013, The State Govt. of Assam provincialized the services of the staffs of the college having UGC qualification through " Assam Venture Educational Institutions (Provincialisation of Services) Act , 2011 as amended 2012". Later on in the year 2021, the State Govt of Assam provincialized the services of all teaching faculties through Assam Education (Provincialization of service of Teachers and re-organization of Educational Institutions) Act 2017, & amended Act 2018. The Services of the teaching faculties got sanctioned in two categories Assistant Professor(Having UGC qualification) and Tutors(Under fixed pay). The employees of the college are governed by The Assam Civil Service conduct) Rules, 1964 and The Assam Service (Discipline and Appeal) Rules 1965. After the retirement of the employees, the pension and other benefits under New Pension Scheme (NPS) are provided. Promotion of faculty members and office staff are governed and carried out in accordance with the rules and guidelines given by the Education Department, Government of Assam. The college recommends promotion of concerned employees to the Government for necessary approval through the Director of higher Education (DHE), Assam.

The Governing Body is the supreme body, the highest decision-making body at the top of the hierarchy and the President of the Governing Body is appointed by the DHE for five years. The principal of the college is the ex-officio secretary of the GB. Two members are nominated by the affiliating university, two teachers and one office staff is selected from the institute and three guardian members are nominated as per the guidelines of the state-government. For deployment of institutional strategic perspective-plan, the principal consults with all stakeholders and places the plan, strategies to be adopted, etc., in the Governing Body meeting, so that they can be implemented in the college.

Different committees and cells have been created by the college authority to look after various activities and implement numerous plans and policies: Discipline committee, IQAC, Admission Committee, Examination Committee, Grievance Redressal Cell, Women Cell, NCC, NSS, Internal Complaints Committee, Career & Guidance Cell, Anti-raging Committee, Research Cell etc. The college has a perspective plan for development which aligns with the vision and mission of the college. The perspective plans are prepared on two categories (i) For next 5 years (ii) For 1 year . At the beginning academic year, various bodies and committees that constitute the organogram of the institution, lay down the strategic plan of events and activities which will support the growth and development of the college. Such as-

- Participation in RC/OC/FDP programmes by the faculty members.
- Conducting Extension and Co-Curricular Activities
- Course distribution by HODs to each individual faculty member.
- Periodic semester and class Tests to check students progress.
- Emphasis on using ICT tools for effective teaching and learning.
- to conduct classrooms seminars by various departments to give exposure to students.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2 Institution implements e-governance in its operations

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

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance Appraisal System:

The college internal quality assurance cell (IQAC) has generated its own system to monitor and maintain the performance appraisal of faculty members by self designed mechanisms, The IQAC of the College takes the feedback from the students about teachers classroom performance and office management. These are discussed with the principal and heads of the department and feedback is sent to respective faculty members. Thus faculty members and office staff are informed about their performance on an annual basis.

- The Institution also has a performance appraisal system to assess the quality of the faculty members. Where, the teachers submit their self appraisal supporting documents in hard and soft form to IQAC annually.
- The profile of the teachers are also updated in the college website quarterly by themselves.
- All sort of information on multiple performance appraisals are noted in individual service record by the authority, which are required and considered at the time of API evaluation for staff promotion and placed before the screening committee for promotion under CAS. After getting due recommendation from the screening committee constituted by the affiliating university, the reports are sent for approval of higher authority. (DHE, Assam)

Welfare Measures:

Satya Ranjan College has own Welfare Policy for both teaching and non teaching staff uploaded in the college website.

- Increment is given as per Government rules to all the staffs.
- The employees are covered under NPS benefit, where the employee up to 10% of salary (Basic + DA) and the government contributes equal amount of its share towards the gratuity benefit.
- The employees are sanctioned the leaves with pay as per the policies of State Govt. such as casual leave, Earned leave, Maternity and Child care leave for female staff, Duty Leave etc.
- The Institution sponsors registration fees (if needed) to teachers for presenting papers and attending state, National and International seminars, conferences, refresher courses and faculty development programs.

- The college has Internet/Wi-Fi facility is free for all teaching and non-teaching staff.
- There is a canteen inside the college premises. The canteen provides clean and healthy food to students, faculty and staff members at a nominal rate.
- Clean drinking water facility is available in the college campus.
- The institution is under CCTV surveillance for monitoring safety and security of female staffs and students.
- The institute has a healthy culture to assist the staff in distress (medical emergency) by collecting money in the form of donations and contributions made by staff and students.

Satya Ranjan College has formulated its own Welfare Policy for both the teaching and non-teaching staff to ensure the well-being of its employees. It has also formulated its own grievance redressal mechanisms to mitigate any grievances that might arise during working hours to ensure the quality of working life among the employees.

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: 19.64

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
7	2	0	0	2

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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

Response: 15.52

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

2021-22	2020-21	2019-20	2018-19	2017-18
17	1	0	0	0

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
12	12	12	12	12

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Provide Links for any other relevant document to support the claim (if any)	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 Governing Body monitors effective and efficient use of financial resources. All subordinate bodies like IQAC, examination committee, library, admission committee, union bodies, etc, give proposals of their needs to the GB meeting which undertakes final decision after review and justification. Each and every financial transaction is supported by vouchers or some kind of proof. All collections are deposited in the bank and all expenditures, recurring and non-recurring, are incurred through cheques. The college maintains transparency in financial activities through conducting audit regularly and timely.

satya Ranjan College has a well-defined mechanism for internal and external financial audit.

Internal audit: Internal audit is conducted in each financial year by a Chartered Accountant appointed by Satya Ranjan College Governing Body. The Chartered Accountant verifies all the original documents of Receipts, Payments, Voucher of all transactions, Ledgers, Cash Book, Bank Passbooks in respect of all the accounts maintained by the college in presence of the Principal and the Accountant. By checking all the transactions of receipt and payments, the CA submits the report to the Principal who in turn places the report in front of the G.B. for approval.

External Audit: External Audit refers to which means the Government Audit conducted by the Office of the Accountant General, Govt. of Assam. This office appoints government auditors to audit once in two or three years. Govt. appointed auditors ensures proper maintenance of the following: original Grants release letters, original Receipts, Payment details, Voucher of all transactions, Ledgers, Cash Book, Bank Passbooks, etc. but as the college recently taken up by the State Govt, hence, till date no Government audit has been done. but with respect to internal audit there are no major objections raised by the auditor so far.

File Description	Document
Upload 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:

The IQAC of Satya Ranjan college has contributed significantly for the fulfilment of the strategies taken by the institution. The IQAC has covered all aspects of the college and has taken some strategies for the smooth functioning of the various cells. The IQAC plays the role of a guide in every step of the college. Some major steps taken by the IQAC are as follows:

Institutional and Quality assurance Strategies of IQAC:

- Conducts Academic and Administrative Audit.
- Prepares perspective plan of the Institution.
- Prepares professional Ethics and Code of Conduct of the Institution.
- IQAC and the management conducts CAS promotion for the teaching staff.
- Ensure Green audit, Energy Audit, and Gender audits are practiced on the campus.
- Feedback Mechanism is done for the stakeholders of the institution i.e. students, alumni, teaching staff and employer.
- Formulating Quality Strategies.
- Plans and execute Extension and Co-curricular activities.
- For successful completion of NAAC accreditation (first cycle) the preparation of IQA and SSR are prepared by IQAC as per guide lines and parameters laid down by NAAC
- Encouraging faculties for publishing more numbers research papers in books and journals
- Updating College website regularly.
- Advise the administration to enrich ICT infrastructure.

IQAC Initiatives for Teaching-learning process:

IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation which are proven over the years are being followed:

- Prepare Academic Calendar with the academic calendar of Assam University.
- Instructs all the departments to Prepare lesson plan for each Semester.
- Monitors the Routine Committee for Preparation of Class Routine smoothly.
- Organises Student Orientation Programme in the eve of each academic Session.
- Introducing best practices.
- Identify Institutional distinctiveness.

- Evaluating curricular and co-curricular activities.
- Monitors the Mentor-Mentee Mechanism with the administrator.
- Establishing MoUs(Memorandum of Understanding) with different colleges,NGOs and Farms.
- Organizing coaching programmes to prepare the students for competitive examinations. The faculty from different Departments took initiative to organize the programmes.
- Organise Seminar, workshop, Guest lecture, FDP, for students and staff.
- Enrichment of college library with proper orientation for adequate access to e-resourcess by students.

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); quality improvement initiatives identified and implemented
- 2.Academic and Administrative Audit (AAA) and follow-up action taken
- 3.Collaborative quality initiatives with other institution(s)
- 4.Participation in NIRF and other recognized rankings
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The College has set up a conducive environment for women – students and employees in pursuance of educational and professional excellence. College maintains a gender-neutral policy in its appointment, admission, academic and co-curricular transaction. The institution has always showed commitment to the gender equality and upliftment of women. These initiatives are-

- 1. Boundary walls around the campus to restrict unauthorized entry inside the campus.
- No one is allowed without ID-card.
- The major areas of the college campus is under CCTV surveillance.
- Presence of watchman at entrance.
- At the beginning of every academic year the orientation programme is organized to addresses the new comers regarding the syllabus and the safety, security and other facilities in the college.
- The college has a separate Girls Common room and toilet.
- Ensuring infrastructural facilities, safety and security, menstrual hygiene by sanitary napkin auto vending facility inside the campus.
- General Rules and Regulations as code of conduct is displayed in the college website.
- Women cell & College celebrates International Women's Day every year and organizes different activities to sensitize students on gender related issues.
- Grievance & Redressal cell is constituted to resolve the grievances of the students in a time bound manner.
- Counselling by Internal Complaints committee on gender related aspects from time to time.
- Active Anti Ragging Committee to have a complete ragging free campus.
- Ensuring equal access to all resources and libraries.
- Participation of Girl students in cultural, sports , quiz, debate, seminar etc.
- Organizing girl child education awareness programme in nearby villages.
- Promoting moral values.
- Displaying of different posters and cards inside the college campus.
- Arranging Yoga training and self defence training programme for girl students.
- Organizing awareness programme on HIV/AIDS personal hygiene of women.
- Ensuring participation of girl students in students union.
- Encouraging girl students to participate in NSS extension activities.
- Organizing awareness programme on Legal Rights of Women.
- Providing equal opportunities of female staffs in different cells and committees such as - ICC, Governing Body, Teachers Council, HoD, etc.

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
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Provide Links for any other relevant document to support the claim (if any)	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
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	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 and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The College is geographically located in the Northern West part of Cachar District near to the border area of Meghalaya state. The institution takes all possible measures to provide an inclusive environment in the campus. Various programs are organized to enhance the cultural assimilation, acceptance of linguistic diversity, accustomed with regional variations, increase the communal harmony and social cohesiveness to create one Indian Identity.

Cultural Diversity: The Institution has students, teachers and other staff members from various cultural diversities. In order to enhance cultural assimilations, various programmes are celebrated in the college, such as-The Birth Anniversary of Rabindra Nath Tagore is celebrated every year and all the students and staff members take part in the programme. The Birth Anniversary of Swami Vivekananda, Neatji Subhash Chandra Bose is celebrated in the College every year. The students come from different regions and places of diverse cultures, traditions, religions, language, dialects, food habits and economic backwardness The college respects the individual identity and always try to protect the cultural diversity.

Regional Diversity: The College celebrates Independence Day, Republic Day, National Voter's Day, Constitution Day, Human Rights Day, Har Ghar Tiranga Abhiyaan etc. to give the message that we are living in one nation and we should maintain unity despite of being from various regions of the country.

Linguistic Diversity: The College celebrates Antarjatic Matribhasa Diwas, Bhasa Sahid Divas, Chatra Diwas etc in order to grow sensitivity regarding the languages of the country. It is the programme through which the students get to know that we should show respect for other's mother tongues.

Communal Harmony: The College conducts Communal Harmony Campaign and sensitizes all to be tolerant to all communities and their respective languages and cultures. Besides, the Programmes like

Annual Milad Mehfil, Saradiya Utsav, Matribhasa Divas, Bhasa Sahid Divas, Saraswati Puja, Lachit Diwas, Raksha Bandhan etc. that help to develop communal harmony. The College always celebrates Special events like 'Rabindra-Nazrul-Sukanta sarane' with full enthusiasm.

Socio-economic Cohesiveness: The College organizes medical check-up camp for the poor people of the locality. During the Covid-19 pandemic, the teachers and employees helped the poor ones with food, mask and other items. The Women Cell of the College has organized an awareness camp on HIV/AIDS and personal hygiene to aware people about the effects of HIV/AIDS and its prevention.

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 NO -1

TITLE OF THE PRACTICE:

Gender Equity: A step towards a better society.

OBJECTIVE:

Promoting gender-equality in college is the first step towards ensuring all students are free to pursue an education without fear of discrimination because of their gender. Satya Ranjan College believes in the simultaneous development and progress of all the genders, which is of utmost importance for inclusiveness and the overall development of the institute as well as the society. The objective of the practice are as follows: -

- Create positive values among male and female students as well as staff members.
- Spread awareness about equality social system, democratic activities and legal aspects of gender equity.
- Also, to facilitate equal access and opportunity to all the stakeholders irrespective of their gender in learning to contribute in the nation building process.

CONTEXT:

Higher education plays a crucial role in socio-economic transformation of a country. In order to make the rate of female participation in higher education higher, the college tries to provide equal opportunity to all

the genders in the campus with respect, dignity and a sense of responsibility towards the society and Nation as a whole. The college stress on the activities performed with the objective to spread the awareness about gender issues and have a zero-tolerance towards any gender related discrimination.

THE PRACTICE:

- The Satya Ranjan college is a co-educational institute. It offers equal-opportunity for all genders.
- Constitution of Women Cell of Satya Ranjan College for taking up “Gender Equity” and “Right to Life with Dignity and Equal Opportunity” promotional programmes and awareness through various programmes on the cross-cutting issues.
- Constitution and active working of Internal Complaints Committee, Anti Ragging Cell, Grievance Redressal Cell to ensure the campus environment is free from violence and discrimination.
- Ensuring infrastructural facilities, safety and security, menstrual hygiene by sanitary napkin auto vending facility inside the campus.
- Undertakes Gender audit every 5 years to identify Female Safety and understand gender patterns within their composition, structures, processes and appropriate planning to design and deliver policies and make recommendation to the Governing body.
- Besides dealing with the gender related cross cutting issues incorporated in the Affiliating University Syllabus, the college organizes different programmes on women health-hygiene, education, self-defence, cultural programmes, HIV-awareness etc. to sensitize and practice gender equity among the students.

EVIDENCE:

- The enrolment of students in the last five academic session (2017-18 to 2021-22), Girl’s enrolment is higher in 4 academic session and almost similar in 1 academic session to the boys.
- There is not even a single complaint of ragging or complaints related to sexual harassment has been received so far in last 5 academic sessions.
- Students are conscious and actively take part in gender sensitization related activities.
- Participation of female staffs and responsibilities in different cells and committees for decision making process are evenly distributed.
- While considering the number of teaching and non-teaching staffs, the ratio of male is higher than the female. It is also to be noted here that all the present employees of the college are considered to be the founder teachers and their services have been regularized by the Govt of assam, the college has not recruited any new staff in last 10 years.

LIMITATIONS:

- Shortage of Fund and resources.
- Female staff position cannot be increased due to limitations in appointment guideline. The placement guideline does not permit preference of appointment on the basis of gender.
- Admission process of the college is strictly on merit and does not have any criteria of female preference or reservation.

BEST PRACTICE NO-2

TITLE OF THE PRACTICE:

CO-CURRICULAR & EXTENSION ACTIVITIES.**OBJECTIVE:**

Satya Ranjan college was established for the fulfilment of long-standing desire of the people of greater Katigora-constituency to have an institution of Higher-Education in the far-flung area. Since the establishment, the institution never turned back to the responsibilities towards the society. The institution believes in the application of classroom training to the outside community. The institution encourages, engages in extension and co-curricular activities to achieve this end. Following are some specific objectives of the practice:

- to instill moral-values among students & to develop their hidden talents.
- to aware students about the duties and responsibilities towards society.
- to help build society through the service of the college.
- to make students a socially responsible-citizen.

THE CONTEXT:

Satya Ranjan College gives prominence to cocurricular, extension and outreach activities with the intention of service and philanthropy toward society. Since-inception, it focuses on building a strong linkage with the people of the neighbouring villages that mostly belong to educationally, socially and economically marginalized communities. Accordingly, various programmes have been implemented at various levels.

THE PRACTICE:

The college has organized several co-curricular & extension activities through its wings viz- NCC, NSS, Women-Cell, RRC, ELC, departmentally and institutionally including awareness programme on women health and hygiene, girlchild education, gender-sensitization, physical-training on Yoga, Self-defense, Cleanness drive under Swacha-Bharat Abhiyaan, Har-Ghar-Tiranga-abhiyaan, Riverbank cleanness drive , plantation-programmes, cultural-programmes, sports week, activities on regional and Communal variations, activities related to promotion of moral values, gender sensitization and so on.

The institution has also organized celebration & observation the following activities -

- World-Health Day
- NSS day.
- World Tobacco Day.
- World Environment Day
- Independence Day
- Republic-Day
- Teacher's Day
- Human Right's Day
- Student's Day
- Constitution-Day
- National Voter's Day
- National Youth Day
- Parakram-Diwas
- Birth Anniversary of Lachit Barphukan

- Birth Anniversary of Rabindra Nath Tagore
- Awareness campaign on HIV/AIDS/TB and personal-hygiene
- Awareness campaign on women health-related issues
- Awareness Campaign on Girl-Child education
- International Yoga-Day
- Covid 19 Vaccination-Campaign
- International Mother Language Day
- Bhasa sahid Diwas
- Activities related to promotion of Moral-Values
- Excursion Activities
- Field work activities

EVIDENCE OF SUCCESS:

It is observed that students are increasingly taking interest in this practice. They are always ready to participate in various kinds of cocurricular & extension activities despite of their schedule of usual classes. The public outside the institutional vicinity has been seen more and more aware of the environment, health education, etc.

LIMITATIONS:

- 1.Shortage of Fund & infrastructural facilities.
- 2.Shortage of Manpower because of single steam college.
- 3.Remote Area.
- 4.Lack of awareness among guardians.

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

MAINTAINING GENDER EQUITY:

With a mission to maintain gender equity inside the college, the college provides equal opportunity to all the genders in the campus. Majority of the students hail from the remote, rural villages and tea gardens of the neighbourhood. The College has a history of visiting the villages and rural suburbs, to motivate the families regarding the importance of educating the girl child and enable them to pursue higher education.

In order to promote the literacy rate of women, the College gives admission to the students, regardless of their performance in Class 12 examination, and are equally treated, mentored and given equal provision for experiencing every facility within the campus. The institution provides conducive and healthy atmosphere where female and male work together, study together with respect, dignity and a sense of responsibility towards the society and Nation as a whole. As a result, it has been found that the number of girl student admitted to the college is higher in last 4 academic session and almost similar in 1 academic session. (2017-18 to 2021-22)

PROMOTION OF MORAL VALUES:

In today's world, where maximum people are pursuing only self interests, the institution recognizes the need to inculcate Universal Values like respect to the elders, selflessness, kindness, truthfulness, etc. The College organises various programmes to sensitize the students regarding the moral values, and to bring everyone together and promote unity. Equality of status, religious tolerance and abolition of untouchability has been strictly encouraged. Students and employees actively participate in encouraging humanitarian behaviour and attitudes towards their fellow being. The teaching, non-teaching Staff including the Students have at various times offered help to those in distress, particularly when medical crisis arises amongst any member of the College fraternity. The Institution is working to realize the following goals -

- a) To develop a positive attitude.
- b) To help others
- c) To preach and practice truthfulness, love and harmony towards human beings.

To understand the practical aspect of moral values, the college organizes talking events, seminar/webinar, visits old-age-homes, distributing relief materials in case of natural disaster etc. with the students to realize their students about love, kindness and human relationship.

PERIODICAL AUDIT SYSTEM :

The College conducts Green Audit, Energy Audit, Academic & Administrative Audit, Financial Audit periodically with a view to maintaining and enhance the qualitative aspects of the Institution.

INITIATIVES FOR THE PROMOTION OF ENVIRONMENTAL AWARENESS INSIDE & BEYOND CAMPUS:

The College educates the youth on the importance of conserving the environment by organizing various environmental awareness programmes time to time and by displaying boards in the campus like Plastic Free Campus, No smoking Zone, Save Earth, Save Trees etc. The institution has an environmental policy for maintain green clean & plastic free campus The institution through its different wings like NCC, NSS, Women Cell, Natures Club, ELC, etc. undertake various environmental extension activities as a duty bound initiatives for maintaining and protecting environment inside the campus and its surrounding areas. All these wings jointly/individually perform activities like observing World Environment Day, Tree Plantation Drive, Cleanliness Programme in River banks, Swatch Bharat Abhiyan, etc. as the initiative of environmental awareness.

NURTURING THE CREATIVITY OF THE STUDENTS:

To nurture the creativity of the students and to encourage interest/knowledge about various aspects of human resource management, The college organizes various programmes like Drama, Dance, Music, Debate, Literary, Quiz, Sports, Creative Writing, Drawing, Electoral Literacy etc. The College also try to inculcate the values of national unity and integration among students by observing different days of regional and national importance like – Independence day, Republic day, Gandhi Jayanti, Parakram Diwas, Human Rights day, constitution day etc.

RECOGNITION FOR DIFFERENT EXTENSION ACTIVITIES:

The different wings of the college viz- NSS, NCC, Women Cell, RRC, ELC, Natures club etc have received different award of appreciation certificates from local & nearby Gaon Panchayet Presidents, Local MLA, Hospital, Administration, Schools, Tweet from Ministry of Defense, for conducting extension activities and providing voluntary services in different occasions.

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

5. CONCLUSION

Additional Information :

The college was established in the year 1992 with the sole aim of spreading and imparting higher education to the socially, economically, educationally marginalized sections of the society. Since the time of inception, the college has never turned back from its responsibilities. All members of the Governing Body, the Principal and Teaching and Nonteaching Staff of the college unitedly work to achieve the fundamental aim of the institution.

Concluding Remarks :

With consistent guidance and support of the Governing Body of Satya Ranjan College; the IQAC of the college has prepared the Self Study Report (SSR) for the 1st cycle. The convenors and members of various committees, heads of various departments, office staff and students of the college have extended their full cooperation and support in the successful compilation of the report. The preparation of the SSR has highlighted the strengths, weakness, opportunities and challenges of the college has helped to conceptualise certain plans and initiatives for meeting these requirements in a phased manner the years to come. It has also helped in understanding the effectiveness of the policies and actions executed by the College for meeting its Mission and Vision.