



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**SWAMI VIVEKANANDA COLLEGE**

VILLAGE- CHANDKHIRA PO- CHANDKHIRA PS- PATHARKANDI DIST.-

KARIMGANJ

788725

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Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

### INTRODUCTION

Swami Vivekananda College has been established at Chandkhira Tea Estate, a location in the inter-state and international border area of Assam, Tripura and Bangladesh; about 360 km away from the state capital, in the year 1987 at such a point of time when there was no rural based college in the Karimganj district except for four town based colleges. The average distance of all these colleges is approximately 60 KM from the marginal areas. Hence students from these remote areas, belonging mainly to the tea garden communities along with SC, ST, OBC, General and Minority communities, could not continue their studies beyond HSLC level mainly due to communication problem and economic factors.

Under these circumstances, some well-wishers of the locality came up with the idea of establishing a higher education institution in the heart of Chandkhira Tea Estate in the name and style of SWAMI VIVEKANANDA COLLEGE, which is named after the great visionary saint Swami Vivekananda and on the noble occasion on his 125th birthday i.e on 12th January, the foundation of the college laid down in the year 1987 with HS Arts and subsequently degree classes were introduced in the year 1990. The College has been provincialised by the Govt. of Assam on 20th January, 2014 with retrospective effect from 1st January, 2013 and since then, some of the teachers have been receiving salary from the govt.

During its journey of long 36 years, the college has been able to impart a significant role in changing the socio-economic scenario of this remote area of southern Assam by taking the light of education to almost every household of the tea garden, OBC, SC, ST, Minority and other ethnic communities. Hundreds of students, both male and female, from these poverty ridden families have graduated from this college and got employment in various private and public sector jobs which has impacted the life style and standard of living of the people to a great extent.

### Vision

The vision of the college is to prepare students community to become successful contributors to the future of India by making under graduate level of education easily accessible to all the backward communities living in and around the vicinity of the greater Patharkandi constituency. The main focus of the college is to create graduates in every house hold and empower the young generation, especially girl-students with the light of higher education; and also to encourage unbiased and critical thinking and scientific temperament.

The vision of the college includes:

Transformation of rural populace through education and empowerment and its aims

1. To create Quality Human Resource.
2. To inculcate a spirit of perusing higher studies among the students.
3. To develop a spirit of nation-building by becoming strong, responsible, skillful and contributing work force for the nation.

To inculcate proper values, positive attitude, critical and analytical thinking among students.

## **Mission**

The motto of the college is reflected in its logo with the signage “*Vidyayamrtamasnute*” which means “Knowledge imparts immortality” that suggests a belief in the enduring impact of knowledge. The mission of the college is imparting knowledge, fostering critical thinking and preparing individuals for their future endeavours, so that the knowledge gained in the college can have a lasting influence contributing to personal growth and reaching a point of intellectual immortality through the ideas propagated by the great saint Swami Vivekananda. In addition, the college aims to make the institution a centre of excellence in under-graduate studies in a rural setup which will be at par with the national standard. Therefore, it aims :-

1. To make the undergraduate level of education easily accessible and affordable to the rural students irrespective of their socio-economic and cultural background.
2. To expand the reach of undergraduate level of education to each member of the society.
3. To encourage creativity and critical thinking among students and engage them in skill-based learning.
4. To develop leadership qualities and a sense of social service through NCC and NSS programs and to instil moral and ethical values in the students.
5. To develop qualities of fellow feeling, righteousness, honesty, dignity of labour, self-reliance, gender equality and responsibility towards environment and community service through various awareness programs, extension and out-reach activities.
6. To prepare students become real time contributors for social well-being and change.
7. To make the students academically proficient and future-ready to face the emerging challenges of real life.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

The most significant strength of the college is that it is the only garden area college in Karimganj district started completely on a local venture and involves the sentiments of tea garden people. They visualise a greater prospect for their future generations through the college.

It has a large campus of 30 bigha land which can be utilized for building a state of the art infrastructure for expansion of education, innovation, and research and skill development. The college is situated on a place which shares one international border with Bangladesh and two inter-state borders with Mizoram and Tripura. The population pattern of the area is a mixed one having people from Tea-tribes, SCs, STs, OBCs and Minorities, most of whom are first generation learners. So it has a wide scope of work on the education of these communities. The college has a green eco-friendly campus.

### **Institutional Weakness**

The following are some of the institutional weaknesses:

1. The college is located in a remote area.
2. There is poor road communication system and there is less frequency of public transport.
3. The students are mostly from extremely poor economic background.
4. Most of students are first generation learners.
5. Poor Infra-structural facilities in respective of Library building, classroom, ICT, Lab etc.
6. Inadequate number of books and journals in the college library.
7. Paucity of sufficient books in the departmental library.
8. Shortage of teaching and non-teaching staff.
9. There is no regular full-fledged principal. The senior-most teacher is working as Principal-in-Charge of the college.
10. Dropout tendency among the students due to socio-economic constraints.

### **Institutional Opportunity**

SWAMI VIVEKANANDA COLLEGE has the potential to develop and grow if proper measures are taken and timely implemented. The following are the opportunities for development of this institution:

1. Feasibility for opening new streams like science and commerce, vocational and integrated courses.
2. Opportunities for students coming from neighbouring states.
3. Scope for introducing subjects like Forestry, Animal Husbandry, Environmental Science.
4. Opportunities for Tea Technology and management course.
5. Bio-diversity rich area in the Indo-Bangla International Border and Inter-state border of Tripura and Mizoram having greater opportunity for development of tourism Industry.

The area is inhabited by different ethnic communities. So there is scope of starting a Community college for their social cultural development and for the preservation of ethnic cultures.

### **Institutional Challenge**

The following can be listed as the institutional challenges:

1. To boost up the confidence of the students coming from poor economic and socio-cultural background.
2. Number of faculty members in each department is less than the requirement resulting in inadequate academic transactions.
3. Lack of self-motivation among students in respect of regularity and punctuality.
4. Poor economic background compels the students to help their families in earning their daily bread thereby hindering their academic progress.
5. Lack of required numbers classrooms and upgraded girls' common room.
6. Insufficient library facilities and paucity of text and reference books and journals in the library.
7. Incomplete boundary wall in the college which leaves the threat of loss of assets and damage of college property by miscreants.
8. Students coming from far flung areas cannot avail the library hours due to lack of sufficient number of vehicles in various interior village roads in late hours of the day.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The college follows the curriculum for undergraduate courses designed by the affiliating university. It ensures effective implementation of the curriculum and its delivery through proper and timely coverage of the syllabus. Assam University adopted Choice Based Credit System (CBCS) and new Grading System from 2018-19 in order to bring equity, efficiency and excellence in higher education. As such, this institution also followed the CBCS Grading System since then. From the present Academic Session i.e. 2023-2024, the university adopted the Four Year Under-Graduate Programme (FYUP) in line with the NEP 2020. Here in Swami Vivekananda College also, we are following the newly introduced FYUP Curriculum.

The college follows the Academic Calendar prepared by the affiliating university and on the basis of which commencement of classes, periodic internal assessment; assignments etc. are conducted including semester examinations. For a smooth and efficient academic process, subject/paper-wise log book is maintained. The teachers strive to complete the syllabus timely and revision of lessons is also done regularly. In each academic session, after the publication of each semester result, faculty meeting is convened to evaluate and review the students' performance. The college also collects the students' feedback which is thoroughly analyzed. This practice helps in maintaining and improving quality in curricular aspects.

### Teaching-learning and Evaluation

The college strictly follows the curriculum prescribed by the Assam University. The College encourages and promotes diversity by the way of accommodating students from diverse communities living in this part of southern Assam. Teachers have been using multiple approaches and methods of teaching in order to impart best possible academic transactions. At present, two ICT enabled classrooms being ready, the teachers are taking classes in it on rotation basis. The college has planned to equip more classrooms with ICT facility in the coming session. Besides this, Students' Mentoring System is also practiced to identify and guide the slow and fast learners as per need.

The Internal Assessments of the college are fairly evaluated as per the affiliating university norms. Students are evaluated through regular internal assessments, home assignments, seminars etc. Two of our students have secured highest marks in the Final Examination from the department of Hindi in last two consecutive years under Assam University, Silchar.

Student Satisfaction Survey has been started from the last academic session. The IQAC conducts Student Satisfaction Survey which reflects the quality of teaching learning process. On the basis of this survey, the IQAC takes up different measures to address the issues on priority basis.

### Research, Innovations and Extension

Swami Vivekananda College, Chandkhira has a Research Promotion Cell which encourages teachers to

undertake research activities. Many of the faculty members have published a number of research papers in the national and international journals of repute like Scopus index, Web of Science, UGC Care-list, Peer Reviewed Journals, Book Chapters and Edited Volumes. In order to ensure genuine and original work, the college has constituted an IPR cell which is involved in assisting faculty members and students in understanding copyright norms in the field of academic publications, research papers and project work. In future we will organize seminars, workshops and conferences to promote research activities at par with the NEP 2020.

The college also encourages teachers and students through NSS for innovative practices and participation in extension activities like awareness programs on social evil practices, Cleanliness Drive, Water Conservation Awareness, Blood Donation Awareness Program, Body/Organ Donation Camp, HIV AIDS awareness Campaign etc.

The College signed a Memorandum of Understanding (MoU) with Nilambazar College, Nilambazar, Assam on 10/03/2021 for academic and cultural cooperation. Some Faculty Exchange Programs were also carried under this MoU.

The college also signed another Memorandum of Understanding (MoU) with Ramkrishna Nagar College, Ramkrishna Nagar, Assam on 10/03/2022 for academic and cultural cooperation. Classes were taken by the faculty members of both the colleges under this program.

### **Infrastructure and Learning Resources**

The College has provided physical and academic facilities as per the requirement of and the need of the students. The specific location of the college provides pollution free and natural environment. The college is located in a position surrounded by tea gardens and green environment. The college campus has five Building-Blocks and an Auditorium which accommodate administrative office, Principal's Chamber and IQAC office, classrooms, Central Library, NSS office, NCC office and Faculty offices etc.

The IT infra-structure of our college is not so strong. We have only 5 Nos. of Computers and two laptops for office use. The installation of a Computer Lab with 20 Nos. of computers is under process. We have already enabled an ICT classroom with interactive Flat Panel. The college campus is well maintained and eco-friendly green campus.

The College library has a collection of nearly 2059 Nos. of books and Journals. The college has subscribed to N-List Journal from the session 2022-23 in order to facilitate the students and teachers to access the huge bulk of e-resources. Besides this, the college has also subscribed to e-journals and e-books from the session 2022-23. The college Library has been equipped with KOHA 2.0 software. Reading room is also made available which can be utilized by both teachers and students simultaneously.

### **Student Support and Progression**

The college offers initiatives for student support and progression. Students of this college belonging to OBC, SC, Minority, Tea tribe community and Scheduled Tribes receive scholarships from government. Moreover, free and concessional admission is given to students who come from financially poor families.

As a part of capability development scheme, the college signed Memorandum of Understanding with SHIT, Patharkandi (Computer Institute) and Longai Valley Tea Estate, . Many students of 6th Semester batches have received training in computer course for the last five years. Besides this, “15 Day Workshops on Tea Management” was conducted during Summer Vacation , Puja Vacation and Winter Vacation of the Sessions 2021-22 and 2022-23 with a view to develop skills on the details of tea plantation highlighting key areas such as cultivation, leaf collection, processing, supply chain management, sustainability, market trends, challenges, and future prospects.

The College provides Career Counseling facility to student which is looked after by Career Counseling and Guidance Cell. The college monitors student progression with regard to pursuing higher studies and placement.

The College has a student body namely Swami Vivekananda College Students’ Union whose office bearers are elected every year. The student body plays a very important role in smooth functioning of the institution.

The College Alumni Association is very active and prompt in providing support to the college as and when required. It takes part in quality improvement and overall development of the institution. The Alumni Association extends financial support for campus development. It also helps the college authority in Admission/Enrolment Drives to attract more students and establishing platform for networking and connectivity through social media.

### **Governance, Leadership and Management**

Swami Vivekananda College stands firm in its commitment to providing quality higher education to all, regardless of caste, creed, religion, or socio-economic background. The college has strategically developed plans and deployed various initiatives to ensure the realization of its vision.

In alignment with the National Education Policy 2020, the college emphasizes institutional growth, decentralization, and participation in governance. It advocates for holistic education, embracing flexibility, multidisciplinary learning, and integration of technology. To this end, the curriculum has been revamped to include interdisciplinary subjects, skill-based courses, and experiential learning opportunities. Innovative teaching methodologies such as flipped classrooms and project-based learning are employed to enhance academic excellence.

The college has adopted comprehensive strategies for quality improvement, covering fair and transparent admission procedures, adherence to academic calendars, and the conduct of examinations. It provides necessary support for research activities, effective human resource management, and prudent utilization of funds.

Financial management relies primarily on government funding, with strict adherence to guidelines and regulations. The college leverages funds received from various sources for infrastructure development, student welfare, and academic enhancement. It ensures transparency and accountability in fund utilization, with regular audits conducted by both internal and external auditors.

The establishment of the Internal Quality Assurance Cell (IQAC) underscores the college's commitment to continuous improvement and academic excellence. The IQAC, established as per NAAC guidelines, monitors and reviews institutional progress, implementing best practices such as Academic and Administrative Audits

(AAA) and a comprehensive feedback mechanism. This ensures a rigorous quality audit and facilitates improvements in teaching-learning processes based on stakeholder feedback.

Swami Vivekananda College prioritizes faculty and staff welfare, providing avenues for career development and a conducive work environment. Promotion processes for teaching staff are based on performance appraisal schemes, with opportunities for advancement and recognition of contributions.

Furthermore, the college actively engages with funding agencies and local communities to mobilize resources and enhance infrastructure. It ensures efficient utilization of funds for construction, renovation, and recurring expenditures, with a focus on quality assurance.

### **Institutional Values and Best Practices**

Swami Vivekananda College is a co-educational institution of higher education. It makes no discrimination on the basis of gender. But the safety and security for girls students in the campus is concerned with utmost priority as the Institution is co-educational. From the last few years the College concerned authority is accomplishing the Gender Audit on a regular basis. Gender Audit tends to identify the number of Girls and Boys students admitted each year in the College and adopt the viable measures to inculcate a strong sense of sensitized culture. We are fortunate enough to say that as per the Gender Audit report the number of girl students are higher than that of the boy students of the College although the College situated in the very remote and backward areas which is specially surrounded by the Tea Gardens.

The college also strives to promote and maintain gender equity through the committees like Women's Cell, Grievance Redressal Cell and Anti-ragging Cell to monitor safety and security of girl students and women staff in particular. It conducts Awareness programs on Law and Order, awareness Sexual Harassment, Talk on the importance of Higher Education for Girls Students. College has a clear vision for quality higher education to all irrespective of caste, creed, religion, place of birth, socio- economic background etc. It also strives to establish and promote an inclusive environment where values of tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities are cultivated and maintained. The College also inculcate the Constitutional values, rights and duties of the citizens as well as the constitutional responsibilities through various Talks and orientation program. So, that they can become good citizens of the Country and thereby contribute towards a harmonious society. The College has chosen its best practices like Plantation Drive and Cleanliness drive both in the campus as well as in the adopted village premises and also organizes community development programs such as *bazar safai*, waiting sheds adaptation AIDS/HIV awareness campaign, anti - tobacco and anti – drug programs etc. have been organized to bring the community close to the college.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SWAMI VIVEKANANDA COLLEGE
Address	VILLAGE- CHANDKHIRA PO- CHANDKHIRA PS- PATHARKANDI DIST.- KARIMGANJ
City	KARIMGANJ
State	Assam
Pin	788725
Website	<a href="http://www.svcollegecdk.ac.in">www.svcollegecdk.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	BANOBRAT A ADITYA	03843-295076	9401281081	-	iqacsvc1991@gmail.com
IQAC / CIQA coordinator	Subhash Sinha	-	9401066559	-	soobhashsinha24@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	<a href="#">View Document</a>

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	VILLAGE- CHANDKHIRA PO- CHANDKHIRA PS- PATHARKANDI DIST.- KARIMGANJ	Rural	9.92	10033.52

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No. of Students Admitted</b>
UG	BA,Economics,	36	HS	English	160	42
UG	BA,Political Science,	36	HS	English	205	121
UG	BA,English,	24	HS	English	235	141
UG	BA,Bengali,	36	HS	English	150	80
UG	BA,Hindi,	36	HS	English	70	21
UG	BA,Philosophy,	36	HS	English	100	23

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				8			
Recruited	0	0	0	0	0	0	0	0	6	2	0	8
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				7			
Recruited	0	0	0	0	0	0	0	0	3	2	0	5
Yet to Recruit	0				0				2			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				7
Recruited	6	1	0	7
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
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**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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	3	0	0	3
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	3	2	0	5
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	1	0	3
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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	2	0	0	2
UG	0	0	0	0	0	0	0	0	0	0

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

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

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	71	0	0	0	71
	Female	70	0	0	0	70
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	17	9	7	22
	Female	19	9	12	10
	Others	0	0	0	0
ST	Male	0	0	1	3
	Female	3	0	1	2
	Others	0	0	0	0
OBC	Male	81	54	39	76
	Female	61	68	49	74
	Others	0	0	0	0
General	Male	41	30	31	32
	Female	28	28	33	30
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>250</b>	<b>198</b>	<b>173</b>	<b>249</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The NEP mainly focusses on inclusive, equitable and holistic education encouraging multidisciplinary and interdisciplinary approaches. As such Swami Vivekananda College has been following the CBCS curriculum devised by the Assam University since 2018-2019 Session. After the Official implementation of the Four Year Under-Graduate Curriculum from the Session 2023-24 by the university for all its affiliated colleges, Swami Vivekananda College has also started this system, where there is option for interdisciplinary courses wherein students shall have to choose from four baskets viz. Natural Sciences, Social Sciences, Humanities and Commerce &amp; Management which is</p>
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	<p>interdisciplinary in nature. The college is going to start the Science stream from the coming session as per the government proposal. The college has also taking initiatives to introduce Integrated B. Ed. Course shortly. Further, the college has signed MOU with two colleges for creating scope for multidisciplinary academic transactions. In addition to this, the college has gone under MoUs with industries and ICT institutes for skill development of the students. The college is also preparing for introducing Value Added Course (VAC) like Yoga and Understanding India from the coming academic session.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>Swami Vivekananda College is ready to implement the Academic Bank of Credits as per FYUG Curriculum introduced by Assam University Silchar from this academic session in line with the National Education Policy (NEP) 2020 and aims to follow the guidelines offered by the Higher Education Department, Govt. of Assam. The DHE has made it mandatory for all colleges to take admission of students through Samarth Portal. The main purpose behind this is to prepare the ground for ABC for all students in a centralized database. The college has to link its own database with the centralized database in order to digitally store the credits earned by the students from different courses. This will help them in availing the opportunity of multiple exit and entry without losing their previously earned credits from courses in the same institution or other institutions.</p>
<p>3. Skill development:</p>	<p>Swami Vivekananda College has taken significant strides in aligning itself with the goals of the National Education Policy (NEP 2020) through strategic partnerships and collaborations. The institution's proactive approach towards NEP preparedness is evident in the Memorandum of Understanding (MoU) signed with Longai Tea Estate, SHIIT (Software and Hardware Institute of Information Technology), Patharkandi and MDSD Badarpurghat ITI, Badarpur. The collaboration with Longai Tea Estate reflects the college's commitment to providing holistic education to its students that extends beyond traditional academic boundaries. Longai Tea Estate, a leading tea growing and producing establishment, has long years of expertise in the field. The college takes the opportunity of utilizing this expertise for enhancing the skill of the students in tea management</p>



which will make them employable. The MoU aims to facilitate skill development programs related to agribusiness, sustainable agriculture, and rural development. This partnership not only enhances the students' practical knowledge but also contributes to the socio-economic development of the local community. Another crucial partnership is with (SHIIT). In the digital age, technological proficiency is a cornerstone of success. The MoU with SHIIT focuses on integrating cutting-edge technology into the college curriculum, ensuring that students are well-equipped with the skills necessary for the evolving job market. This collaboration is a testament to the college's commitment to fostering innovation and staying abreast with the latest advancements in information technology. The MoU with MDSB Badarpurghat ITI, Badarpur further strengthens the college's commitment to industry-academia collaboration. MDSB Badarpurghat ITI, a conglomerate with diverse business interests, offers a platform for students to engage with real-world challenges in sectors such as manufacturing, agribusiness, and sustainability. The partnership facilitates internships, workshops, and expert sessions, providing students with a practical understanding of industry dynamics. These strategic collaborations not only contribute to the skill development of the students but also align with the broader objectives of the NEP. The NEP emphasizes a multidisciplinary approach to education, promoting flexibility, creativity, and critical thinking. Swami Vivekananda College's partnerships with industry leaders directly support these goals by providing students with exposure to real-world applications of their academic knowledge. By fostering such partnerships, the college ensures that its graduates are not only academically proficient but also well-prepared for the challenges of the dynamic professional landscape.

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

Swami Vivekananda College is gearing up to embrace the transformative changes outlined in the National Education Policy (NEP) 2020. With a focus on teaching in Indian languages and fostering cultural diversity, the college is preparing to provide an enriching educational experience that aligns with the ethos of Swami Vivekananda. The NEP's emphasis on teaching in mother tongue or regional languages

	<p>aligns seamlessly with the teachings of Swami Vivekananda, who believed in the significance of preserving and promoting one's cultural roots. Swami Vivekananda College is actively incorporating languages like Bengali, Hindi, Manipuri, Sanskrit, and others into its curriculum, ensuring that students have the opportunity to learn in a linguistic environment that resonates with their cultural heritage. Mother Tongue or Local Language (MIL) options, as encouraged by the NEP, is being introduced across disciplines in Swami Vivekananda Colleges. This allows students to pursue any subject in their native language, fostering a deeper understanding and connection with the content. The college aligns its curricula to this approach, ensuring that students can access education in a language that is not only academically beneficial but also culturally affirming. Swami Vivekananda College, situated in multicultural settings with ethnic communities, Adivasi, tribal, and religious minorities, is actively preparing to cater to the diverse needs of its student population.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Swami Vivekananda College places a strong emphasis on Outcome-Based Education (OBE), meticulously defining Program Outcomes (POs) and Course Outcomes (COs) as guiding principles. The institution recognizes that educational goals extend beyond mere content delivery; they revolve around shaping well-rounded individuals equipped with knowledge, skills, and a holistic worldview. Under the vigilant supervision of the Internal Quality Assurance Cell (IQAC), the college ensures the seamless integration of OBE into its academic framework. The IQAC serves as a catalyst for maintaining and enhancing educational quality. By aligning curriculum design and delivery with established POs and COs, the institution ensures that students not only acquire subject-specific knowledge but also develop critical thinking, problem-solving abilities, and a robust skill set. The college goes beyond traditional classroom learning by incorporating diverse elements to enrich the educational experience. Field visits are a cornerstone of this approach, providing students with practical exposure to real-world scenarios that complement theoretical teachings. Seminars serve as platforms for intellectual discourse, fostering an environment</p>

	<p>where ideas are exchanged and knowledge is deepened. Assignments, a key component, serve as tools for assessing comprehension and application of course content. The college recognizes the significance of continuous evaluation in nurturing a culture of academic excellence. Additionally, the display of student work and achievements through a Wall Magazine fosters a sense of pride and motivation, creating a dynamic and engaging learning environment. In essence, Swami Vivekananda College's commitment to OBE, supervision by IQAC, and the incorporation of field visits, seminars, assignments, and a Wall Magazine collectively contribute to a comprehensive educational approach. This approach not only equips students with academic prowess but also instills in them the practical skills and holistic perspectives necessary for success in an ever-evolving global landscape. The institution stands as a testament to the belief that education extends beyond textbooks, encompassing a broader vision of holistic development and lifelong learning.</p>
6. Distance education/online education:	<p>Swami Vivekananda College has embraced online education to provide students with a seamless learning experience as an auxiliary support. The college has effectively utilized various online platforms, such as WhatsApp groups, Zoom, and Google Meet, to facilitate remote education and foster a sense of community among students at the time of Covid-19 Pandemic. WhatsApp groups have proven to be an invaluable tool for communication and collaboration. The college has created dedicated groups for each class or subject, allowing teachers to share resources, assignments, and important announcements with students instantly. This real-time communication enhances the learning process and ensures that students stay well-informed about their academic responsibilities and get in touch with their teachers without any barrier of time and space. Moreover, the college is trying to introduce distance education facilities for the students who could continue their formal education due to economic and social factors.</p>

**Institutional Initiatives for Electoral Literacy**

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>Yes, Swami Vivekananda College formed the Electoral Literacy Club (ELC) on 4th November, 2022. The club aims to empower its members with knowledge about the electoral process. It holds discussions on voter registration, political ideologies, and the significance of participating in democratic processes. The club organized awareness program on National Voter's Day held on 25 January 2023 to encourage more voters specially the first time voters to participate in the electoral process. The ELC also organizes activities like Debate, Quiz competition, Mock Poll, Mock Parliament, Mock Election Rally for creating proper understanding of the electoral process.</p>
<p>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?</p>	<p>Yes, The College has appointed the office bearers as per requirement. The ELC is functional and it is representative in nature. The ELC is constituted with the following office bearers: (i) Mr. Monsur Ahmed, Asstt. Prof, ELC Co-ordinator, (ii) Sri Subhash Sinha, Asstt, Prof, Additional Co-Ordinator, (iii) Amit Goswami Gen. Secretary, Student Union, Student Representative, (iv) Alok Singh, NCC Cadet, Student Representative, (v) Fayeze Ahmed, NSS Volunteers, Student Representative.</p>
<p>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.</p>	<p>The ELC took measures like (a) conducting awareness program in the village adopted by the college along with other neighbouring villages, (b) assisting the BLOs in registration and verification of new voters, (iii) assisting the election workers on the day of poll, (iv) conducting poster competition and presentation for creating electoral awareness among students, motivating and helping the differently abled persons and senior citizens and other under privileged sections of the society to cast their votes on the day of the poll.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Under the newly introduced FYUGP, the college is going to conduct field / project work related to the voting experiences of the people of adjoining villages along with the adopted village. In this initiative, students will emphasise to instill a passion in the largest political exercise of the country so that each and every adult individual of the society value their votes as "Every Vote Counts" and "No Voter to Left Behind". Post-election, the ELC didn't rest. They</p>

	<p>conducted post-mortem analyses, evaluating the electoral process's strengths and areas for improvement. The learnings were disseminated through informative pamphlets and workshops, contributing to a more informed and engaged student body.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>It is noticed that there is craze among the new generation voters with regard to their first time voting. This trend is more evident among the student community because they exercise the right in college elections every year. As such, they are found proactive in respect of getting themselves registered in the national electoral roll. But the simple and out-of-school young village folk are not so enthusiastic about their first time voting opportunity. So the college engage the students of above 18 years to sensitize them by creating awareness about their democratic rights like casting their votes. The students also took active part in the special voter awareness programme at educational institution level with the help of the district administration to facilitate the registration of new voters.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
416	488	424	416	549

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

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

Response: 15

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
13	14	14	15	13

### 3 Institution

#### 3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
22.1543	55.03724	16.96803	32.18251	94.90090

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1

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

**Response:**

Swami Vivekananda College is affiliated to Assam University and the curriculum as well as the academic calendar followed by the college is strictly in accordance with the guidelines and time frame prescribed by the affiliating University. The college takes utmost care and responsibility that the curriculum designed by the university is implemented effectively and a well-planned curriculum delivery system is followed.

Swami Vivekananda College is currently having the following mechanisms for the effective delivery of curriculum.

1. A systemic delivery of the curriculum is ensured by designing a time plan at the very beginning of the academic session. The college academic calendar is prepared in accordance with the university academic calendar prior to the commencement of the academic year, which is published in the college notice board as well as in college website.
2. At the beginning of each semester, the college administration, in consultation with the departmental heads, prepares and distributes a well-structured weekly routine. The routine specifies the faculty wise class distribution. Implementation of weekly routine ensures an effective and well-planned curriculum delivery. Syllabus is made available in the teachers' common room for easy accessibility and reference.
3. Flexibility in teaching learning process is ensured by giving freedom to use any methods of instruction and teaching technique by the teachers. Use of ICT enabled teaching is encouraged so as to make teaching learning more effective to the students. Class notes and other necessary study materials are distributed either by way of hard copy or soft copy by the concerned teachers.
4. Teachers' log book is submitted to the principal regularly for assessment and necessary feedback.
5. The learning level of the students' are assessed and evaluated through internal assessments, assignments and classroom participation. After every internal assignment, marks obtained by the students are published in the notice board. The tests and assignments are mapped in line with the syllabus and course outcomes. Due considerations are given for slow learners and if necessary remedial classes are held.
6. Departmental result evaluation is conducted after the publication of the semester result. Departmental results evaluation is meant to identify the drawbacks in curriculum delivery and, if necessary, to change the curriculum delivery mechanism in a more effective and efficient manner.
7. Besides the classroom teaching, students are encouraged to access the library resources at their maximum level. College is having a resource-rich, well-maintained library which is opened during office hours.
8. A Mentor-Mentee system is followed to provide personalised support to the students.



File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### Other Upload Files

1

[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: 9.68**

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

2022-23	2021-22	2020-21	2019-20	2018-19
76	44	0	44	58

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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:

To prepare students for the challenges of the future, it is imperative to integrate crosscutting issues such as professional ethics, gender, human values, environment, and sustainability existing in the curriculum. This report explores how the college accomplishes this integration.

#### Professional Ethics:

The college incorporates professional ethics offered by the university in the curriculum that focus on ethical dilemmas, corporate social responsibility, an ethical decision- making and ethical case studies are integrated across subjects.

In TDC (CBCS) fourth semester Philosophy SEC 401, the value based topic such Human rights, punishment and its different theories have been thought. Furthermore, animal ethics, professional ethics, corporate ethics, bio-ethics, feminist ethics etc. are also included in this syllabus. In PHIDSC201, ethics Unit-1, concept of normative ethics and Meta ethics, rights and duties, good and virtue, object of normal judgement etc. are discussed.

#### Gender:

The college promotes gender inclusivity through workshops, seminars special courses that address gender-related issues. The course PLSGEC601 “Human Right” “gender and environment” chapter, understanding social inequality, human right & UN declaration on it, gender issue, UN environment programs deals with meaning and classification human rights, historical development of human rights, rights of women, children, minorities disabled and old age, protection of human rights , international instruments of human rights, human rights provisions under the Indian constitution and national human rights commission in India.

#### Human Values:

The university has incorporated human values in its curriculum which encourage self-reflection, empathy, and ethical behaviour it emphasizes respect for diversity, social justice and community service, reinforcing the importance of humanity in professional and personal life.

The issues of discrimination and casteism is discussed in Bengali MIL 401, unit-3; “Rather Rashi” a drama by Rabindranath Tagore. The issue of social inequality is elaborated in Bengali DSC401 in the poem “Samyobati” by Kazi Nazrul Islam.

Ethnographic and Cultural Sensitivity are elucidated in “A Pilgrimage to Tawang” and racial discrimination, poverty and labour struggles conflict of materialism and social status thoroughly illustrated in “twelve million black voices” (ENGG101). Beside this, deception and miscommunication, appearance reality; humanitarian and ethical concern are touched upon in “The First Atom Bomb” by Marcel Junod. Imperialism and colonialism, conflict of conscience, peer pressure and expectations in “Shooting An Elephant” are some of the value based issues that are discussed in ENGG 101 and ENGL 201 under CBCS course (English as a Language Subject).

### **Environment and Sustainability:**

The college integrates environmental awareness by incorporating sustainability-focused courses into various programs. In Economics ECOHCC 501 Indian Economy I, Unit-III Women Empowerment and Child Labour is discussed; in ECO DSE 501, Economics of Health and Education, Unit-I, role of education and health education, in Unit-IV, theories of discrimination, gender and caste discrimination, in Unit-V, literacy rate, school participation and school quality measures are discussed. In ECO DSE 502 Environmental Economics, Unit-V, Sustainable development, evaluation and measurement are discussed. Similarly, ECODSE 602, Development Economics II, environment and sustainable development, environmental changes, common pool resources, environmental externalities and climatic changes are discussed.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **1.3.2**

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

**Response:** 12.74

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

**Response:** 53

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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:** C. Feedback collected and analysed

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

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 80.88

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

2022-23	2021-22	2020-21	2019-20	2018-19
141	250	198	173	249

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
250	250	250	250	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](#)

Provide Links for any other relevant document to support the claim (if any)

[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:** 70.97

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

2022-23	2021-22	2020-21	2019-20	2018-19
83	90	86	89	92

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

2022-23	2021-22	2020-21	2019-20	2018-19
124	124	124	124	124

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	<a href="#">View Document</a>
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)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1

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

**Response:** 32

## 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 college has adopted some effective student-centric methods for enhancing the teaching-learning process. Departments of Economics, has undertaken activities like project work and field survey for dissertation paper.

Students are engaged in a number of activities as a part of participative learning like publishing the departmental Wall Magazine, celebration of different important National Days and Events. The Department of Philosophy organises the celebration of Teachers' Day. Departmental Seminars are conducted at the departmental level. Students in the NCC and NSS Units of the college take up various co-curricular activities which enhance their learning experiences. The NSS Unit has adopted a neighbouring village and conducted awareness programs on social evils like dowry system, early marriage, domestic violence, drug abuse, conducted Swachchata Abhijan, Health Awareness Camp, awareness on different govt. schemes, citizen's rights and sensitizing people regarding Right to Education.

Experiential Learning method is used emphasizing hands-on, real-world experiences for acquiring knowledge and skills. Students are engaged in different hands-on programs like tree plantation and Swachchata Abhijan inside and outside the campus.

Participative learning is used to encourage active involvement and engagement of students in the learning process. It encourages students to take an active role in their own education rather than being passive recipients of information. Students actively engage in learning through discussion, debate, group activities and hands-on experiences. Students can gauge their progress through feedback and accordingly take measures for improvement.

Problem-solving method involves asking questions, gathering information and recognizing the key issues and challenges. Students are encouraged to come up with various potential solutions to the problem. Once a list of potential solutions is generated, students assess each solution's feasibility, effectiveness and potential consequences. After evaluating the options, students select the best probable solution to address the problem and put it to action. The progress of the chosen solution is assessed continuously. After solving the problem, students are encouraged to reflect on the entire process. This method also promotes critical thinking, decision-making and adaptability skills which are valuable both in education and professional life.

The college has managed to equip one classroom with interactive Wi-Fi enabled smart board very recently. The Wi-Fi facility is also provided recently. However, the teachers are using ICT enabled tools on their individual level with the help of their personal smart phones and laptops so as to exploit different strategies and modern techniques in order to improve the quality of learning. Students get benefit of learning beyond traditional text book. They got in touch with e-learning platform which are more accessible and allows them to learn at their own pace.

Teachers of the college made quick shift from face to face teaching to online mode by creating WhatsApp groups at the time of pandemic. Students remained connected with the teachers taking part in online classes through Google classroom as well. Teachers offered lessons and study materials to the students; they were also given home assignment using the departmental e-mails. Students are using free Wi-Fi facility of 100 Mbps speed to access the e-library facilities.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

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

**Response:** 92

#### 2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	15	15	15	15

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 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:** 42.03

#### 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

2022-23	2021-22	2020-21	2019-20	2018-19
7	5	5	6	6



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.	<a href="#">View Document</a>
Institution data in the prescribed format	<a href="#">View Document</a>
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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:**

Swami Vivekananda College is a college affiliated to Assam University, Silchar and is guided by the regulations formulated at University level in all the matters pertaining to syllabi, examination and evaluation.

The college has a transparent and continuous internal assessment system. 30% marks in each paper are awarded through internal assessment while the remaining 70% are awarded by University appointed examiners on the basis of performance of students in Semester-end examinations.

The internal assessment is carried out through a mechanism specified by the university. 10% of the marks are awarded on the basis of attendance and are calculated as per university rules. (6 marks, if attendance is 75% to 79%; 8 marks, if attendance is 80% to 89%; 10 marks, if attendance is 90% to 100%). A student needs to attend at least 75% of the classes in order to be eligible for appearing in the Semester-end examination. 20% marks are awarded on the basis of Unit tests conducted by the Examination Cell. Students are informed about the date and syllabus of the test well in advance. Evaluated answer scripts are shown to the students and suggestions for improvement are made by teachers. Two internal tests are conducted per paper per semester and the average of the two tests is taken as the final marks obtained from internal tests. Teachers mostly assign innovative projects to students to develop their creative skills and to engage them in critical thinking and problem solving. Students are also informed about the criteria for internal assessment and continuous evaluation during the departmental orientation programme. It is also reiterated by teachers from time to time during regular

classes.

The internal assessment is highly transparent as teachers ensure that the attendance sheet of the class test is signed by each student in person. The attendance and internal assessment record (assignments, tests and projects) are informed to the students. The attendance percentage and internal assessment marks are displayed in the college notice board before it is uploaded on the University portal.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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:**

Swami Vivekananda College is an undergraduate arts college affiliated to Assam University and follows the curricula prescribed by the university. The college offered Three Year Degree Programme (CBCS) in six semesters from the session 2018-19 and Four Year Undergraduate Programme (FYUP) from the session 2023-24 in the subjects: Economics, English, Political Science, Hindi, Bengali and Philosophy. Each programme offered by the college is clearly stated and displayed in the Programme Outcomes (POs) and Course Outcomes (Cos) on college website.

The objectives and the expected outcomes of various programmes and courses are designed and incorporated in the curriculum and syllabus of the Assam University. Therefore, the students and the faculty members understand the objective and outcome of each programme even before the teaching commences. The college takes responsibility and care that these objectives and outcomes are realized and achieved by the students through successful completion of the programmes.

The curriculum and the syllabi of the academic programmes offered in the college are communicated in a way that the stakeholders are well aware of the programme outcome. Various programmes offered by the college are published through the college website and included in the college prospectus. University syllabus which provides detailed information of the content of various programmes and its outcomes is made available in the teacher's common room and library for easy access and ready reference.

Whenever a change in curriculum is made by the university, the college organises orientation programmes for the teachers to get them well acquainted with the changes. The program outcomes of all the subjects are clearly made known to the students by the teachers through various interactions and motivations. Each subject clearly states the learning outcomes and the departments take the initiative of introducing the subjects and subject outcomes and the respective students at the beginning of the academic session.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

The method of measuring the level of attainment of programme outcomes and course outcomes are as per the university guidelines and norms. The program outcomes and course outcomes are assessed with the help of course outcomes of the relevant courses through internal and external assessment. Internal assessments are done through Continuous Assessment and Unit Test. As per Assam University guidelines, College is to conduct internal assessment in two Unit Tests and marks obtained in the units tests are uploaded in the university portal and the best marks of the two is accounted in the End semester Mark sheet by the system. Besides this, the teachers give additional Home Assignment for better skill development of the students. The test and assignments are mapped with the syllabus and course outcomes. These tests and assignments are conducted in evenly spaced out intervals to avoid pressuring the students and dates are chalked out well in advance at the commencement of the classes. Internal marks are displayed in the departmental notice board after every internal assessment.

University conducts examination of 70% marks for every course at the end of each semester. Remaining 30% marks are taken in the form of internal assessment of which 10 marks is allotted for attendance and 20 marks for Unit tests. The marks scored by the students in internal assessment and end semester examination are taken together to assess course outcome attainment level. University publicises attainment level of course outcome of every students in grades such as O, A+, A, B+, B, C, P and F where O means 'Outstanding' (CGPA 8.5 to 10.0); A+ means Excellent (CGPA 7.5 to 8.49); A means Very Good (CGPA 6.5 to 7.49) B+ means Good (CGPA 5.5 to 6.49); B means Above Average (CGPA 5.0 to 5.49); C means Average (CGPA 4.5 to 4.99); P means Pass (CGPA 4.0 to 4.49) and F means Fail (Below 4.0). The level of attainment of programme outcome is derived from the aggregates of all course outcomes.

After the publication of the semester results, the learning outcomes are systematically analyzed and evaluation is done by each department in the presence of the principal. Departmental result evaluation is meant to identify the draw backs in curriculum delivery if any and to change the curricular delivery mechanism if necessary. It also aims to reward the students for outstanding result and the departments for outstanding performance. College administration also keeps a record of the results for future reference.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.3

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

**Response:** 61.39

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

2022-23	2021-22	2020-21	2019-20	2018-19
65	110	67	36	48

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
124	130	101	77	99

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
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.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1

**Online student satisfaction survey regarding teaching learning process**

**Response:** 3.56

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## 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)

2022-23	2021-22	2020-21	2019-20	2018-19
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:**

The Intellectual Property Rights (IPR) of Swami Vivekananda College has created an Eco-system of innovations and observation, which plays an important role in fostering a system of culture and innovation, protecting intellectual property rights and ensuring compliance with established systematized standard mechanisms. One of the primary tasks of our IPR cell involves creating awareness about intellectual property rights among the college fraternity. Copyrights concerns is another crucial aspect of the IPR cell's activities of our college which involves assisting faculty members and students in understanding and navigating copyright laws, especially in the realm of academic publications, research papers and project works etc. The college also conducts workshops and awareness programs to educate faculty members and students about the significance of protecting intellectual property rights which contributes not only to the academic integrity of our college but also to the broader aims of nurturing a creative and innovative eco-system in the culture of SV College. The College administration has already signed the MOUs with the Tea-Garden and ICT Badarpur Ghat which is run by the Foundation of

Modern Studies for entrepreneurial skill development of the students and also signed the MOUs with Nilambazar College and R.K. Nagar College in different course of time for the academic collaboration, partnerships, exposition and networking arrays as well as for good mentorship as well as for the overall development in students career supports and other academic insights. We have already started taking classes under the academic collaboration in the said institutions and vice versa. For that our students got tremendously benefitted from the extra-ordinary mentorship of Nilambazar College faculty members and R.K.Nagar College faculty members. So, that the students enjoyed the new intellectuals which might have been boosting their thoughts and reciprocate their monotony and anguish to get them refreshed in the academic insights. The Swami Vivekananda College faculties have taken several rounds of collaboration classes at the Nilambazar College and the R.K.Nagar College. The R.K.Nagar College and Nilambazar College community praised with conferring Appreciation Certificate to our faculty members for the outstanding mentoring capacities from which students of their colleges were benefitted a lot.

The outcomes of these efforts have includes thriving innovation and observation of eco-system of our college, a strong intellectual property rights and meaningful collaborations with other institute of repute in the locality. Ultimately, these outcomes contributing to the overall advancement of knowledge and technology of Swami Vivekananda College fraternity.

Swami Vivekananda College is committed to promoting the Indian Knowledge System (IKS) alongside conventional education. Courses and seminars on traditional Indian sciences, philosophy, and culture are offered to students to instill a sense of pride and appreciation for indigenous knowledge systems. This holistic approach ensures a well-rounded education that combines modern advancements with traditional wisdom. We have conducted awareness programmes on Herbal Medicine, The relevance of Vedic Education in NEP 2020 and The Integration of Indigenous Indian culture with the modern trends in education.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 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:** 4

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
3	0	0	0	1

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 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:** 0.93

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

2022-23	2021-22	2020-21	2019-20	2018-19
8	3	0	3	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

#### 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:** 0.27**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**

2022-23	2021-22	2020-21	2019-20	2018-19
2	1	0	1	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**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:****Response:**

The Swami Vivekananda College gives emphasis upon the extension activities and render services in the neighborhood community and thereby sensitizing students to social issues and holistic development. The college usually carries out the extension services with the Swami Vivekananda Senior Secondary School on the basis of MOU signed in between Swami Vivekananda College and Swami Vivekananda Senior Secondary School hereby taking extension classes and extending moral support through various services like – examination invigilation, pertaining of their Exam center committee memberships etc. For extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development the Swami Vivekananda College has adopted Chandkhira Village where it conducts various sensitizing programs such as cleanliness drive, awareness on the early child marriage and its impacts, awareness on the other social issues of the adopted villege. For the

wellbeing of the students and nearby community of SV College hold various outreach programs such as environmental awareness programs, organizes blood donation awareness program, posthumously organ donation awareness program and commitment program ( here it's worth to be mentioned here that Veteran Social Worker Mr. Kripesh Das committed to posthumous donation of organ), awareness on Ayush, Ayurvedic and Natural medicine and its usefulness, Conducted Career counselling program. Besides these students participation through activities such as cleanliness drive along with the tree plantation in the college campus and the local market premises, streets, mosque's premises, kali mandir's premises and in the Govt. Post Office lawns, Chandkhira mass playground etc. During Covid-19 activities in tune with Chief Minister's Covid Relief Fund each Govt. provincialized staff of the college has donated their One Day Salary as well as distributed various food packets to the Covid victims. Our College has one more remarkable contribution towards holistic approach by providing entire college building with all possible facilities to the Covid-19 victim's health care services. Moreover our college do participate in the Civic Camp conducted by Lathitilla BSF 134 each year. We have also conducted awareness programs on HIV/AIDS and TB in collaboration with Patharkandi BPHC etc. programs has been conducted by the various cells, unit of the college. Furthermore we also sensitizes our students regarding the online enrollment of their name in the Electoral roll by organizing an workshop under the District Election Office in collaboration with Patharkandi Circle Office Election Branch and organizing Blood Donation awareness camp, Road Safety program, Civic awareness program, sensitizes people for AADHAR enrolment in the free AADHAR enrolment camp organized by the college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2

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

##### **Response:**

The Swami Vivekananda College has received a number of recognition certificates from the various government authorities and government recognized bodies for its below stated outstanding extension activities of records. The recognition certificates received from various sources are summed up with brief description as under:

1. Recognition Letter received from Lok Sabha MP, Karimganj LSC-1 on extra-curricular activities and outstanding extension activities through community engagement services of the academic session 2018-2019.
2. Recognition Certificate received from Chandkhira Gaon Panchayat on community extension services through cleanliness drive and plantation during the academic session 2018-2019.
3. Recognition Certificate of College extension services during Covid-19 by providing college buildings and premises as Quarantine Center for Covid victims during pandemic situation dated – 24/05/2020 to 20/08/2020.

4. Certificate of Recognition awarded by Chandkhira Gaon Panchayat on extension services through cleanliness drive and plantation in the village streets, hospital premises and panchayat premises during the academic session 2019-2020.
5. SDM & HO Patharkandi Hospital recognized the conducting awareness program on HIV/AIDS STI TB Held in the academic session 2022-2023.
6. Recognition Certificate received from Forest Range Officer green initiative taken by the College to build up an eco-friendly green campus by taking up plantation trees and keeping the campus clean and plastic free in the session 2022-2023.
7. Recognition Certificate received from Chandkhira Gaon Panchayat on community extension services through cleanliness drive and plantation at the Chandkhira Gaon Panchayat area during the academic session 2021-2022.
8. Certificate of Recognition awarded by Chandkhira Gaon Panchayat on sensitizing adopted village with various community engagement services like – cleanliness drive and afforestation during the academic session 2019-2020.
9. Recognition Letter received from Lok Sabha MP, Karimganj LSC-1 on extra-curricular activities and outstanding extension activities of the academic session 2022-2023.

Since the beginning of the establishment of the College, it has been showed keenness in rendering services towards the green initiative cum various socio-eco-friendly activities like – cleanliness drive and Tree Plantation both in the campus premises and nearby market streets, adjacent village like Chandkhira, Sonakhira Bazar, Bazar Mosque premises and Gaon Panchayat Office premises, Post Office premises, Chandkhira Playground pathways, Plantation nearby Swami Vivekananda Statue at Sonakhira Point. The College students have done tremendous job in sensitizing socio-non-scholastic activities by taking various steps like adopting waiting shed of both the Sonakhira Bazar and the Chandkhira point waiting shed. Impressively the college NSS Unit after has adopted Chandkhira Village and hereby taken series of activities such as massive cleanliness drive in the adopted village streets, Village community Health Centre Premises, staff quarter etc. Plantation drive taken in the adopted village in different occasion and the continuous

Caring of the planted trees by watering and guarding through bamboo fencing. NSS volunteers also conducted awareness program of anti-drugs in the village to aware local peoples, conducted awareness on early child marriage etc. The college has also conducted mental health awareness program in the village. The NSS Unit and NCC Unit has conducted road safety program to aware the public at large.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 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:** 26

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
7	17	2	0	0

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
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	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1

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

**Response:** 7

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

## 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:**

**Response:**

The college has provided physical and academic facilities as per the requirement and need of the students. The specific location of the college provides pollution free and natural environment. The college is located in a position surrounded by tea gardens in a green environment.

The College campus contains five Buildings accommodating the Academic and Administrative Blocks and an auditorium to serve the multipurpose needs of the students:

1. The administrative building comprises of the Principal's Chamber, an office room, and office of the IQAC.
2. The "Jawala Dutt Lohia" block has two Halls which are used as classrooms.
3. The Assam Type building next to Jawala Dutt Lohia Block comprises of two blocks- Rabindranath Tagore Block and Acharjya Jagadish Chandra Bose Block which accommodate the three laboratories, NCC Room, Girls' Common Room, Departmental Offices and different Cells.
4. The Two Storey RCC building consists of two smart class rooms in the ground floor and Dr. B.R. Ambedkar Central Library and a Conference Hall.
5. There is provision for two class room in Netaji Subhash Chandra Bose Block

The 6 undergraduate courses viz. Bengali, English, Economics, Philosophy, Hindi and Political Science are running in these buildings as mentioned above. All the classrooms are fully equipped with whiteboards which can be utilized by both students and teachers. The classrooms are provided with proper windows and ventilations. The college publishes a wall magazine where students can display their articles, writings and arts etc.

The College library has a collection of nearly 2100 Nos. of book and journals. The college has subscribed to N-List Journal from this year in order to facilitate the students and teachers to access the huge bulk of e-resources.

The College also has one Multi-purpose Auditorium hall with an area of 376 Sq. Meter which is utilized for various events including seminars, cultural programmes, and various awareness programmes. This hall functions as a seminar hall as well. Students and faculty members make use of it for various

activities including organising seminars and workshops, organising Freshers' Welcome and Farewell Programmes, Social Gatherings, Cultural Programmes, Saraswati Puja etc. The community hall is also used for various functions and programmes like celebration of Independence Day and Republic Day etc. The college has facilitated different indoor games like, volleyball court which is located behind the multipurpose hall. The college has a badminton court which is located near the Administrative Building. The college has also a small cricket ground which is located in front of the multipurpose hall. Apart from these facilities, football is also played by our students though the exact play ground is not available with us now but we are fortunate enough that a nearby football playground name CHANDKHIRA PLAY GROUND is utilized by our students during college week and various football competitions.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2

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

**Response:** 2.29

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

2022-23	2021-22	2020-21	2019-20	2018-19
0.58040	1.09722	0.17405	0.80085	2.40445

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
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)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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:**

**Response:**

Swami Vivekananda College Central Library is a well-organized library. It is considered as heart of the institution as well as centre of knowledge which caters to the need of the students, the teaching and the non-teaching staff of the college. It provides better service to its users from the inception of the college. Initially it had less numbers of books but gradually the number started increasing and even the services of the library improved.

The objectives of the central library of Swami Vivekananda College is to provide access to diverse academic resources, supporting research and learning needs fostering a conducive study environment, promoting information literacy and facilitating overall educational goals of the institution.

The library offers spacious reading hall along with internet facilities, Wi-Fi facilities and reference services. Question papers of previous years, information dissemination and notification, download facilities and other required study materials, newspapers, journals etc. The college has a library advisory committee for monitoring performance and the functions of the library. The committee puts forward recommendations and suggestions for the up gradation of the college library.

The College library has a collection of nearly 2059 Nos. of book and Journals the college has subscribed to the N-LIST programme which provides access to e-Journals and e-books from this year in order to facilitate the students and teachers to access the huge bulk of e-resources. Besides this, the college has also subscribed departmental e-journals and e-book from this year. The college has already provided digital library card to the undergraduate students for easily accessible to the digital system of the library.

Swami Vivekananda College Central Library is using KOHA software designed and developed by Katipo Commission. It is an integrated library management software based on requirements of the college. It is user friendly software developed to work under client server environment.

- Major Features and Functionalities
- UNICODE based multilingual support
- Compliant to InMARC21, AACR-2
- User-friendly interface
- Client-server based architecture
- Compliant to NCIP 2.0 protocol for RFID and other related applications especially for self-check-out & check-in
- Supports multi-platform for bibliographic database such as My SQL, MS-SQL or any other RDBMS
- Supports cataloguing of electronic resources
- Supports requirements of digital library and facilitates link to full text articles and other digital objects



- Provides default templates for data entry of different type of documents
- Name of ILMS software: KOHA
- Nature of automation (fully or partially): Partially
- Version: 22.10
- Year of Automation: 2022

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 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:**

**Response:**

The college has upgraded its IT facilities as per the requirements of the students. It includes:

1. Institutional website, its affiliated university portal, transaction portal, Director of Higher Education, Govt. of Assam.
2. Setting up smart ICT-enabled class rooms.
3. Internet connectivity,
4. Online admission,
5. Library digitalization,
6. The college campus has Wi-Fi facilities with a 100 mbps internet speed.
7. The entire college campus is under 24x7 CCTV surveillance.

The college has 10 computers, which are used by the faculty, non-teaching staff, and library staff. All the computers are frequently updated with the latest software as and when needed. In the future, there is a plan for establishing a computer laboratory that will be used by the students.

There are two multi-functional printers that function as scanners, photocopiers, and colour printers. The library is fully automated with KOHA 22.10 software and is enabled with a barcode scanner for easy circulation of books to students as well as faculty members.

The college had internet facilities provided by BSNL. This internet facility was started in 2022. The college now has a working leased-line internet connection with 100 mbps. The facility, as provided by BSNL, is available to students, faculty members, and the Swami Vivekananda College Central Library.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2

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

**Response:** 138.67

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

Response: 3

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

## 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:** 7.4

##### 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)

2022-23	2021-22	2020-21	2019-20	2018-19
0.6681	11.01204	2.716950	0.2667	1.71012

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
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)	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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:** 83.91

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
415	487	424	155	443

#### 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:** C. 2 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)	<a href="#">View Document</a>
Report with photographs on ICT/computing skills enhancement programs	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 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:** 4.27

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
22	20	45	6	5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 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:** C. 2 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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:** 40.49

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

2022-23	2021-22	2020-21	2019-20	2018-19
38	27	49	9	9

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

2022-23	2021-22	2020-21	2019-20	2018-19
65	110	67	36	48

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)	<a href="#">View Document</a>
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)	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 5.2.2

*Percentage of students qualifying in state/national/ international level examinations during the last five years*

**Response:** 17.53

**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.)**

2022-23	2021-22	2020-21	2019-20	2018-19
4	4	22	4	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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: 1**

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	0

**File Description****Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[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](#)

**5.3.2**

**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: 3.6**

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

2022-23	2021-22	2020-21	2019-20	2018-19
6	4	1	1	6



File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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 students of Swami Vivekananda College have been associated with various welfare activities and community service long before the formation of the Alumni Association. Swami Vivekananda College Alumni Association was established on December 26, 2021, and since its establishment, the alumni association has shown keen interest and active participation in the various development activities of the college as well as community service initiatives. During the COVID-19 pandemic period, members of the alumni actively took part in helping the needy by means of providing assistance, both cash and kind, and also conducted awareness programs to combat the COVID-19 situation. They also distributed relief to the flood victims in the flood-affected areas of Karimganj district in 2022.

The alumni pay visits to nearby villages to motivate, guide, and help school-going children regarding their future prospects in pursuing higher education, as well as provide necessary counseling for selecting an appropriate career. They also provide necessary support and counseling to the newcomer students of this college at the time of admission every year. The Alumni Association extended its helping hands in the form of donating ceiling fans, and a car parking shed.

The alumni meet is held every year, and the office bearers are elected every two years. The present office bearers are:

Name in full	Address, Occupation	Designation
MR. NAYAN DAS	Mobile:-8133959922 Occupation:- Subject Teacher.	President
DR. SUSMITA DAS	Mobile:-8638549973 Occupation:- Assistant Proffessor.	Vice President
DR. SANJOY SINHA	Mobile:-9401214002 Occupation: Assistant Professor. Department of Economics, Assam University, Silchar	Vice President
DR. DANIEL MICHAL KHAN	Mobile:-9863380172 Occupation: Head and Assistant	Vice President

	Professor. Department of Political Science, Tetso College,	
MR. RITISH GOALA	Mobile:-9859806330	Vice President
	Occupation:- Social worker.	
MR. UTTAM RIKHIASAN	Mobile:-8638294195	General Secretary
	Occupation:- Senior Assistant.	
MR. RADHA CHARAN RABIDAS	Mobile:-8761014240	Asstt. General Secretary
	Occupation: Subject Teacher.	
MR. JOY DEEP TRIVEDI	Mobile:-9859297725	Asstt. General Secretary
	Occupation:- Social worker.	
MR. PAWAN SHARMA	Mobile:-9859059479	Asstt. General Secretary
	Occupation:- Subject Teacher.	
MR. ROHAN GOALA	Occupation:-Social worker.	Asstt. General Secretary
MR. CHINMOY CHAKARABORTY	Mobile:-7638842582	Joint Secretary
	Occupation:- Senior Assistant.	
MR. KALPA DEB	Mobile:-8811986120	Treasurer
	Occupation: Social worker.	
MR. HILLOL DAS	Mobile:-6001613971	Executive Member/ Media in-charge
	Occupation:- Social worker.	
MR. PRADIP GOALA	Mobile:-9401415044	Executive Member
	Occupation:- Social worker.	
MR. DIPAK KURMI	Mobile:-9859806330	Executive Member
	Occupation:- Social worker.	
MR. DHRUBAJYOTI ACHARJEE	Mobile:-8638299511	Executive Member
	Occupation:- Junior Assistant.	
MR. DEONARAYAN HAZAM	Mobile:-9859805894	Executive Member
	Occupation:- Library Assistant.	
MR. RAJIB LOHAR	Mobile:-9859806330	Executive Member
	Occupation:- Subject Teacher.	
MR. JOYRAJ SINHA	Mobile:-9859806330	Executive Member
	Occupation:- Media .	

MR. SANJIT KAIRI	Mobile:-9859806330 Occupation:- Social worker.	Executive Member
MR. SATYAM SONAR	Mobile:-9859806330 Occupation:- Junior Assistant.	Executive Member
MR. SUMIT SINHA	Mobile:-9859806330 Occupation:- Social worker.	Executive Member
PRIYANKA SINHA	Mobile:-9859806330 Occupation:- Assit. Bank Manager	Executive Member
<b>File Description</b>	<b>Document</b>	
Upload Additional information	<a href="#">View Document</a>	
Provide Link for Additional information	<a href="#">View Document</a>	

## 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:**

Swami Vivekananda College is committed to upholding its vision and mission through robust institutional governance and leadership practices. At the core of its governance structure lies a dedication to aligning with the National Education Policy 2020, fostering sustained institutional growth, promoting decentralization, encouraging participation in governance, and adhering to its short-term and long-term Institutional Perspective Plan.

In accordance with the National Education Policy 2020, Swami Vivekananda College has embraced the principles of holistic education, flexibility, multidisciplinary learning, and technology integration. The institution has actively revised its curriculum to incorporate interdisciplinary subjects, skill-based courses, and experiential learning opportunities, ensuring students are equipped with 21st-century competencies. Additionally, the college has adopted innovative pedagogical approaches such as flipped classrooms, project-based learning, and digital resources to enhance the teaching-learning process and cater to diverse learning styles.

The college's sustained institutional growth is evident through its focus on academic excellence, infrastructure development, and research initiatives. Under visionary leadership, the institution has consistently achieved milestones in accreditation, rankings, and research output. By investing in state-of-the-art facilities, laboratories, and library resources, Swami Vivekananda College creates an environment conducive to learning and intellectual exploration. Moreover, strategic collaborations with industry partners and international institutions further enrich the academic experience and broaden students' horizons.

Decentralization is a cornerstone of Swami Vivekananda College's governance framework, empowering faculty and staff to make informed decisions at the departmental and administrative levels. Through participatory decision-making processes, stakeholders are actively engaged in shaping policies, programs, and initiatives that reflect the college's ethos and priorities. This inclusive approach fosters a sense of ownership, accountability, and collective responsibility, driving institutional effectiveness and responsiveness to evolving needs and challenges.

Participation in institutional governance is encouraged through various avenues such as faculty senate meetings, student union, and administrative and academic committees. These platforms provide opportunities for dialogue, feedback, and collaboration among stakeholders, ensuring transparency, consensus-building, and continuous improvement. By fostering a culture of shared governance, Swami Vivekananda College nurtures a sense of community, trust, and mutual respect, laying the foundation for sustainable development and institutional resilience.

The short-term and long-term Institutional Perspective Plan of Swami Vivekananda College encompasses strategic goals, objectives, and action plans aligned with its vision and mission. This comprehensive roadmap outlines priorities in areas such as academic innovation, faculty development, student support services, infrastructure enhancement, and community engagement. Through periodic review and evaluation, the institution monitors progress, identifies areas for improvement, and adjusts strategies to achieve desired outcomes effectively.

The college strives to achieve progressive institutional governance by the introduction of diverse courses like Tea Technology as per the demand of the locale where the college is situated. The college has already taken initiatives to set up a Language Lab, starting the Science Stream from the next session, introduction of Integrated B.Ed. Course and online courses through MOOCs and SAWYAM. Our faculty and administration continuously strive to ensure academic excellence and relevance, preparing students for success in an ever-changing world.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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:

Response:

Swami Vivekananda College has laid down viable strategic development and deployment plan over the past few years. As a part of the strategic plan, our institution looks into the strategy development plans are to fulfil the overall quality assurance and enhancement which include teaching-learning, infrastructure development, signing MOUs with different Institutions and Industries, library sources, community engagement, language skills and different stakeholders' participation. Our Institution has received various funds under Higher Education Department and from MLA Development fund and also received grants from the Panchayat Raj Community Development Schemes. The strategic development took place under the following schemes the College has utilized the funds in respect of:

1. Construction of new two stories building.
2. Construction of well-furnished Auditorium building.
3. Renovation of old classroom building.
4. Multi-purpose Smart classroom.
5. Pure Drinking Water Tank with well-equipped tapes.

## 6. Toilet Complex with Divyang accessible ramp.

Moreover, the college has adopted strategies for quality improvement in the teaching-learning process and increased student enrolment. Students' admission procedure in our college is fair and transparent where prescribed norms are being followed. Being situated at the tri-junction of Assam-Tripura and Mizoram the college welcomes students from neighbouring states.

The principal is the Administrative head of the College assisted by various departmental Heads.

Head of the Departments are appointed by the principal on seniority basis to carry out the day-to-day administrative as well as academic responsibilities of the concerned department with the help other faculty members.

The librarian in-charge looks after the academic and administrative atmosphere of the College Library. The Library Assistant co-operate in the execution of the duties.

The Services of the Employees are regulated by DHE as per Provincialization Act – 2005 and College service conduct rules. It is worth to be mentioned here that at the initial stage, the College was running on the contribution of Tea Garden Labours, various native donors from diversified communities and students' tuition fees. Later on, the College received ad-hoc grants from 1994 onwards followed by financial assistance from the Assam Govt. Eventually in the year 2014, the College got provincialized by the Government of Assam with retrospective effect from 2013.

For the smooth functioning of the College, the Principal is empowered by the Governing Body of the college (GB) to appoint the Faculty members and other office staff in congruity with academic session time to time. There is Grievance Redressal Cell and Disciplinary Action Committee to ensure a healthy atmosphere of the College.

The Service of the Employees are regulated by DHE as per Provincialisation Act-2005 and College service conduct rules. For the promotion of faculty members it is mandatory to face the departmental promotion committee. After approval of external screening committee the proposal for promotion is supposed to send to the Director of Higher Education, Assam (DHE) for further course of action.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2.2

#### *Institution implements e-governance in its operations*

##### **1. Administration**

- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 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:**

#### **Appraisal for the Teaching Staff:**

The college has a performance appraisal system for the teaching staff which is purely based on the Performance Based Appraisal Scheme (PBAS) proforma submitted by faculty who are looking for promotion. The Principal certifies the performance appraisal format prescribed by the Govt. for promotional matters when required for the individual permanent faculty members.

The PBAS proforma consists of individual teacher's teaching-learning and evaluation related activities; research and academic contribution; administrative contribution and support in co-curricular and extra-curricular activities as per the detailed UGC – CAS guidelines. The selection committee, appointed by the head of the institute in co-operation with IQAC scrutinizes details of proforma based on the UGC – CAS guidelines and do recommend the same for the promotion of permanent faculty members.

More over the engagement of faculty members in different administrative bodies and societies, as well as in corporate life members are also counted for performance appraisal. Usually the appraisal records are collected in the prescribed format and the achievement records of the faculty members are kept in the safe custody of IQAC. All these are to communicate with the concerned authority for the smooth preparation of ACR of the faculty members.

**Appraisal for the non-teaching staff:**

The non-teaching Staff at Swami Vivekananda College comprises a diverse supports staff which are considered as the backbone of the college. The non-teaching Staff includes administrative staff, account staff, the library assistant and other grade-IV staff. Every year the performance of the non-teaching staff is recorded in the ACR.

**Effective measures for teaching and non-teaching staff:**

Swami Vivekananda College is a Govt. Provincialized college of Assam and hence the regular staffs that teaching and non-teaching is entitled to get benefit from various welfare policies adopted by the state government as per the prescribed rules. The regular employees can enjoy leaves as per the govt. norms, medical reimbursement, loan advances, pension, provident fund, group insurance, career advancement scheme etc.

Beside these, the college has its own statutory body viz. Swami Vivekananda College staff welfare association which is designed to look after the welfare of the college staff. The college has adopted specific welfare of the monitory assistance for the family of the sudden demised employees and sometimes extended wedding gifts for the employees. Also shows the empathy for the deceased person with condolence observation.

**Avenues for career development-progression for teaching and non-teaching staff:**

The Swami Vivekananda College has taken measure for career development of teaching and non-teaching staff by involving specialized training in the innovative teaching-learning methodologies, research opportunities as well as in encouraging faculties to advance degrees and various faculty programs such as faculty development programs, refresher course, post graduate diploma courses, workshop, seminars and symposium etc.

Non-teaching staff might have avenues like administrative skills, leadership programs and opportunities for cross-functional collaboration and creating a supportive environment for continuous learning benefits for both teaching and non-teaching staff in their career progression within the college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**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:** 4.35

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
2	1	0	0	0

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

**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:** 8.93

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	0	1	1

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

2022-23	2021-22	2020-21	2019-20	2018-19
10	10	8	8	7

  

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the certificates of the program attended by teachers.	<a href="#">View Document</a>
Annual reports highlighting the programmes undertaken by the teachers	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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 submits prayer for sanctioning funds to the local MLA, the District Commissioner and Local Government bodies such as ZPC fund, Block development fund, Panchayat Fund etc. to fulfill the requirements of construction work, renovation and repairing of infrastructure etc. It has received some grants from the different sources which are utilized as per norms prescribed by the funding agencies and as such the college has submitted the utilization reports timely and properly.

In order to meet the recurring expenses, fees collected from students are deposited to bank in different heads as per the fee structure and then the recurring expenses are met using these accounts. Besides these, the college also generates some revenue from the surplus of Examination Centre fees of different examination of the affiliating university. The College staff is receiving regular salary from the government of Assam. Besides this, the college uses the internally created fund and part of General fund to meet the expenditure on salary/remuneration of temporarily hired teaching and other support staff as per instruction of the Governing body.

In order to maintain transparency in the utilization of funds, the college has formed a purchasing committee which takes an important role in decision making in respect of new purchases.

The college has a system of audit of all accounts, both internal and external.

External audit is generally done by the State government. But the government has not sent any agencies to conduct the external audit during the course of time. However, the college maintains its own accounts properly on a regular basis by the reputed Chartered Accountant (CA) appointed by the college authority. The job of conducting internal audit of the institution has been assigned to the CA Najmul Islam from 2018-2019 to 2022-2023 financial session. All the financial calculations are included in the audit report. The Institutional has completed its internal audit upto the financial year 2022-2023.

The Government Audit is usually done by the Directorate of Audit (Local Fund), Government of Assam. The College authority has invited the Govt. Audit agency through proper application and it is under process.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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 Internal Quality Assurance Cell has been adopted by NAAC for higher educational institutions as a quality sustenance measure. In compliance with the guidelines framed by the NAAC, the institution set up IQAC on 28th February, 2022. The IQAC is constituted with the following dignitaries:

1. Sri Haripada Debnath, (Principal i/c): Chairman
2. Sri Subhash Sinha: Co-ordinator
3. Mr. Maynul Hoque: Asstt. Coordinator
4. Dr. Banobrata Aditya: Member
5. Mrs. Sanjogita Pashi: Member
6. Mr. Sadhan Datta: Member
7. Dr. Bijoy Prasad Lohar: Member
8. Dr. Santosh Akura: Member
9. Mr. Monsur Ahmed: Member
10. Mr. Jaharlal Kanoo: Local Representative
11. Dr. Dipankar Paul: External Member
12. Dr. Golap Chand Nandi: External Member

13.Mr. Kamalesh Singh:	Stakeholder
14.Mr. Uttam Rikhisan:	Office Member
15.Mr. Chinmoy Chakraborty:	Office Member
16.Mr.Ramapada Chakraborty:	Local Member
17.Amit Goswami:	Student Member
18.Mr. Radha Charan Rabidas:	Alumni Member

The IQAC of Swami Vivekananda College do plan and execute the same for best practices for institutionalizing quality assurance strategies and processes. Two best practices are:

The IQAC has geared a comprehensive feedback mechanism for students, parents, alumni based on various institutional spectrums such as curriculum delivery system, library facilities, academic atmosphere, rules & regulations, infrastructure, staff behaviour, support system etc. The feedback are basically taken both online and offline mode and examined the same to prepare an intrinsic report for the delivery of redressal and further improvement.

Apart from continuing with regular students' feedback mechanism, the IQAC also monitors the maintenance of teachers log book on teaching-learning process, review of semester Examination results by the departments.

From the academic Year 2018-2019, the College has taken various improvement strategies to uplift the teaching-learning environment of the college through a variety of measures like- internal examination cum assessment, students feedback redressal, hands on learning program, educational excursion, field work, skill enhancement learning, projects based assessment, students' counselling and career guidance and awareness on various co-curricular activities, parents-teachers meet for the proper monitoring of students learning behaviours and to increase the students' participation etc.

To mobilise the academic atmosphere and to imbibe Excellency of learning, the IQAC boosts the morale of different departments/cells to conduct different programs.

One of the most important and urgent feedback demanded to provide ICT enabled class rooms and E-Library subscription. Under the initiative of IQAC, the college has equipped two halls with ICT facilities as part of the fulfilment of students' demands based on their feedback. On the recommendation of IQAC the college Library has started E-Library subscription which is available for both students and teachers.

Under the aegis of the IQAC, the college has formed an Academic and Administrative Audit Committee constituted by three members: Prof. Harendra Sinha, Principal, Govt. Zawlnoam College, Mizoram-Chairman; Dr. Dipankar Paul, Assistant Professor (Physics), R. K. Nagar College, Karimganj- Member Coordinator and Mr. Nabendu Shekar Nath, Associate Professor, Dept. of English, Govt. Zawlnoam College, Mizoram- Member. This committee assess different policies, strategies, and administrative functions as well as methodologies and verified them in ensuring the quality audit.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**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:** C. Any 2 of the above

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

## 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:**

Swami Vivekananda College, committed to fostering an inclusive and equitable environment, has undertaken significant initiatives to promote gender equity on its campus. Through comprehensive gender audits and targeted measures, the college has strived to create a supportive and empowering space for all individuals, regardless of gender.

A pivotal step in the journey towards gender equity, Swami Vivekananda College conducted gender audits to assess existing policies, practices, and attitudes regarding gender on campus. These audits involved thorough reviews of institutional structures, curricula, facilities, and student experiences to identify areas for improvement and intervention.

The college has worked diligently to integrate gender equity into its academic curricula through integrating crosscutting issues. This includes revising course materials to incorporate diverse perspectives on gender-related issues and ensuring representation of women and gender minorities in all disciplines. Faculty members are sensitive and proactive on gender-related issues and always try to create an inclusive learning environment.

Swami Vivekananda College recognizes the importance of promoting gender equity beyond the classroom. Through a variety of co-curricular activities such as seminars and awareness campaigns, students are engaged in critical discussions on gender equality, consent, and stereotypes.

Recognizing the importance of fostering a culture of respect and understanding, the college prioritizes sensitization and programs for all members of the campus community. These initiatives aim to challenge gender stereotypes, promote empathy and allyship, and empower individuals to become advocates for gender equity. Training sessions cover topics such as bystander intervention, inclusive language, and cultural competency.

#### **Safety and Security:**

- The College campus is equipped with proper CCTV surveillance.
- There are separate washrooms/toilets for boys and girls; and male and female staff belonging to teaching and non-teaching.
- There are cells and committees like women's Cell, Grievance Redressal Cell and Anti-ragging Cell to monitor safety and security of girl students and women staff in particular.
- The College is under the security of Night Guard and during special occasion's like- Rally;

Examinations the College do arrange additional security from the Local Police Stations.

- Students Identity Card as well Dress Code is a mandatory for all the students to check free entry of any unauthorised persons into the campus to ensure further security.
- The College has both online and offline mechanism of addressing grievances for the speedy and timely redressal of the grievances of the students.
- The College has also pasted many wall posters regarding the Anti-Sexual and Anti-ragging atmosphere of the College and to create a strong sense of self-esteem and awareness as regards to the dire consequences of the Anti-Sexual and Anti-ragging Laws of the Land as well the punishment.

#### **Counselling:**

- Student Counselling is done at the beginning of each semester which includes gender sensitization.
- Women's Cell of the college also looks after the interest of the girl students.

#### **Seminars/workshops and Gender sensitization Programmes:**

- Awareness program on Sexual Harassment was organized by the women's Cell.
- A talk on the importance of Higher Education for Girls Students was conducted by the Coaching and Guidance Cell in collaboration with IQAC.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### **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.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 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:** C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Policy document on environment and energy usage Certificate from the auditing agency	<a href="#">View Document</a>
Green audit/environmental audit report from recognized bodies	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 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:**

Swami Vivekananda's College has implemented several initiatives to foster an inclusive environment:

The college organizes cultural exchange programs where students from diverse communities can share their traditions, customs, and cultural practices, promoting understanding and appreciation among the student body.

In order to infuse a sense of respect towards the language of different ethnic communities among the students, the college organizes inter-linguistic cultural programs providing opportunities for show-casing the rich cultural traditions of different linguistic communities which, in return, facilitate the scope for learning of different regional and linguistic languages, encouraging students to embrace linguistic diversity and communicate across barriers. Besides this, the college tries to promote tolerance and understanding among students of different religious backgrounds facilitating respectful discussions on various faiths and promote harmony among the student community.

Seminars and discussions are organized to educate students and employees about the values, rights, duties, and responsibilities enshrined in the constitution. These initiatives aim to instill a sense of civic duty and responsibility among the college community.

Various cultural festivals and events celebrating diversity are organized throughout the academic year. These events provide platforms for students to showcase their cultural heritage and promote cross-cultural exchange and understanding.

The college has implemented inclusive policies and practices to ensure equal opportunities for all students and staff, regardless of their cultural, regional, linguistic, or socio-economic background.

Overall, these initiatives collectively contribute to creating an inclusive and harmonious environment at Swami Vivekananda's College, where students and staff are sensitized to diversity and uphold constitutional values of tolerance, respect, and inclusivity. Under the active participation of NCC and NSS unit and initiatives of the IQAC, the college organizes the following activities throughout the year:

1. Rabindra Jayanti Observance on 25th Baishakh.
2. Independence Day on 15th August.
3. The observance of *Hindi Divas* on 14th September.
4. National Unity Day on 31st October. (Birth Anniversary of Sardar Vallabhbhai Patel.)
5. Observance of Nazrul Jayanti.
6. Republic Day Celebration on 26th January.
7. Saraswati Puja.
8. Freshers Welcome program.
9. Annual Cultural Program.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1

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

**Response:**

#### **Best Practice - 1**

**Title of the Practice: Green Initiative and Cleanliness Drive**

#### **2. Objectives of the Green Initiative and Cleanliness Drive:**

- To comprehend and address the urgent environmental challenges.
- To control and mitigate the pollution and climatic changes.
- To promote an eco-friendly healthier village environment in the adopted village through various plantation drive.
- To provide a nature friendly clean environment to the students community.
- To foster the social responsibility in the Swachhata Pakadwa through massive cleanliness drive in the campus premises as well in the nearby market streets and in the adopted village.
- To contribute to the healthy environment of the adopted village.
- To create awareness on social forestry as well as sustained environmental needs among the students and locality of the village.

#### **3. The Context:**

Global warming and pollution is the menacing problem in the recent world. Because the world is burning due to the extreme greenhouse gas emissions, cutting down forests in large scale and due to increase in numbers of manufacturing units. Hence, the Intellectual community and the Scientists, Educationists, statesmen, philanthropic stakeholders are apprehensive about how to mitigate the burning problems of the world like global warming and pollution. In this context, international community holds many Environmental Conservation Summits like Geneva Koyotto Protocol, UN Convention on the Environment and Global Warming. In India, Narmada Bachao Andolon, Chipko Movement, Sachhata Pakadwa etc. have been initiated for the protection of environment and to reduce global warming.

As it is the need of the hour to save the world from global warming and to foster a pollution free environment the Swami Vivekananda College has taken diversified measures under the aegis of **Green Initiative and Cleanliness Drive**.

**The Practice:**

The prime and foremost objective of the College is to provide an eco-friendly campus from the very beginning of its establishment. Recently the college has taken the drastic changes in the campus scenario by planting huge number of trees so as to mitigate the global warming and also initiated massive cleanliness drive.

The following are the few distinctive initiatives taken under the practice summed up as under:

- 1.The College has planted a sizeable number of diversified tree saplings such as fruit trees, medicinal plants and other types of shade-tress.
- 2.The College has initiated cleanliness drive in its campus premises as well as in the adopted Village path, Clubs, Rural dispensary premises, school lawns etc.
- 3.The College has organized awareness program on Ayur-Veda, Sachhata Abjiyan, etc.
- 4.The College has also observes World Environment Day, Earth Day etc. to sensitize our students.
- 5.The College has also planted many tree saplings in the College campus at the special events by the Guests.

## **5. Evidence of Success:**

Throughout the overall activities it is peculiarly observed that students are increasingly taking interest in preserving eco-friendly campus. They are always showing their keenness to participate in various kinds of co-curricular and extension activities despite having their scheduled classes and other academic responsibilities. The maintenance and renovation of water tank, waiting shed, and also created awareness on health, hygiene, sanitation, water etc. under the cleanliness drive.

## **Best Practice-2**

### **1. Title of the Practice: National Cadet Crops (NCC)**

Description of the Title:

NCC intends to develop physical, mental and personality development strategies amongst the younger generation. NCC Unit of SV College was Introduced in the year 2020 under 4th Assam BN NCC, Karimganj Unit.

### **2. Objectives of the Practice.**

The aims and objectives of the NCC are summed up as follows:

- 1.To create human resource in an organized way and to train them in a motivated manner.
- 2.To provide leadership quality in every aspects of life and get them enthusiastic for the services of the Nation.
- 3.To develop the mentality as well as character the energetic youths.
- 4.To imbibe the discipline, and a secular outlook for the spirit of the Nation and a sense of patriotism.
- 5.To inculcate social responsibility among the students.

### **3. The Context:**

National Cadet Corps (NCC), the largest uniformed youth organization of India which was established in 1948 by the National Cadet Corps Act 1948 as a voluntary organization which recruits students of the educational institutions. The NCC Unit of Swami Vivekananda College, Chandkhira, was established in the year 2020 under 4th Assam Battalion, Karimganj with only 28 cadets (both senior wings and senior division).

#### 4. The Practice:

The college NCC Unit has proved its potentials within their short span of time in an extensive way through wide range of activities. NCC providing the exposure to its cadets in a distinct manner which emphasis on Social Services, Discipline and Adventure Training, patriotism, Nationalism and also nurture them towards nation building. Despite having a minimal strength they have reached in a remarkable position both in the state and in the National level as well, such as they participated in firing, shooting in both the Unit, regional and even in the state level too.

#### 5. Evidence of Success:

During the short tenure of life the College NCC Unit has achieved milestone in their path. We can exemplified our evidence of success in a viable ways such as:

- Our cadets got appointed in the Govt. Defense Services.
- Our NCC cadets have successfully participated in the Intra-Group Firing Competition organized by NCC Group Silchar in the year 2022.
- We are excited to share that our cadet has attended Inter Group Shooting Selection Camp cum ATC and finally got selected for the Shooting Camp in Chandigarh from 12th July 2022 to 15th July 2022.
- The District NCC Unit executive authority has chosen our college premises as the “Shooting Range” which was later notified by the District Additional Magistrate.
- Keeping in view the Noble human cause our cadets have donated Blood in Karimganj Blood donation Camp.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

### 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:**

The Swami Vivekananda College is performing unique in its Distinctive to its utmost priority and thrust areas with diversified ethos. The SV College is whole heartedly trying to develop the Tea-garden based students as well as communities in sensitizing with various measures such as Tea-garden based technology skills and training programs, creating educational awareness. Our motto is to inculcate the strong sense of their rights and duties as well as to educate them to avoid the most dangerous consequences of long practiced society ridden child marriage. The college is well known for its eco-friendly and large variety of its green campus. Interestingly, our college has more than 60% girls students which is quite higher than that of other Higher Educational Institute of the greater locality. More than 80% students of these are the first generation learners. Even it's hard to find out a graduate guardian to be included in the different important committees of the college. Let us imagine the level of devotion and persistence towards educating their children's although they are leading a destitute family life with getting very less wages of Rs. 183. The natural cum demographic beautification of Swami Vivekananda College is exuberant for its charming scenery which is highly recognized by different local politico-administrative bodies and indeed it's attractive for its highness of grave tranquility admired by the visitors of the College. The Institutional distinctiveness of Swami Vivekananda College may summed up with the following attractive features. Such as Location, Own eco-friendly campus, Beautified green infrastructure and the adaptation of the Tea-garden based downtrodden village.

#### **National and international boundary adjacent location:**

The Swami Vivekananda College is located in a remote, backward, Tea garden area nearby Indo-Bangla Border area adjoining to the Inter-State Border like Tripura, Mizoram. Most of the students are belonging to the Tea-garden based community and other economically weaker sanctions and below poverty line. As a result they have little chance to go for Higher Education in Urban areas like town and cities. So the fundamental aim behind the establishment of the Institution is to provide higher education and all round development of the students of this locality and surrounding Tea garden areas. Mostly students come from socio-economic background where they do not find financial support from their families. Therefore it is the moral responsibility of the college to provide necessary opportunities so that they can improve their quality and skills for engagements in different sectors available in the locality.

**Own eco-friendly campus:** The College is running in full swing in its own furnished campus comprising of 30 bighas of land surrounded by the 18 beautiful Tea-gardens of repute. The campus covered with green plants which includes sizable number of Fruits plantations such as psidu guajava, syzygium, cuminl, streblus Asper, citrus grandis, olea Europaea, spondia Mombin, Annona Squamosa, Prunus Domestica, Antocarpus Heteophlles, Bamboosa Aridinarifolia, mango trees etc. and a lot of wooden trees namely Tectona Grandis, Xyliaxylocarpa, Polyathialongifolta, Neolamarckia Cadamba, etc. and also the type of trees which are considered medicinal plants like – Ocimum Sanctum, Aegle Marmelos, Phyllanthus Emblica, Azadir Achten, etc. Flower gardens include Delonix Regia, Cycas Revoluta, etc. overall the College has a vast and eco-friendly green campus.

The Swami Vivekananda College has diversified, skilled, experienced and dedicated human resources. They serve the students with utmost attention and dedication and with sacrificing attitudes. They provide all round dedication so that students can develop their personality and job orientation. The faculty members hail from different districts of premiere Indian State of Assam having different languages and religion and culture.

#### **Adoption of a Tea-Garden based downtrodden village:**

The College has also adopted a **Tea-Garden based downtrodden village** namely Chandkhira, comprising of tea garden based community with an approximate 250 families of 1800 resident members. The faculty members in collaboration with IQAC and NSS program coordinator selected the village Chandkhira with the prior permission of Gaon panchayat.

In order to nurture social awareness and responsibilities amidst the students, extension and outreach programs are organized under the banner NSS Unit of the Institution. The NSS activities include water sheds cleaning, drainage cleaning, cleaning of public waiting sheds, wells/water tanks, roads and lanes and planting trees, health and sanitation programs etc. Under the banner of the NSS Unit of Swami Vivekananda College a momentous cleanliness drive was initiated in the adopted Village path, clubs, rural hospital premises, school lawns etc.

1. The College has organized a good number of programs in collaboration with NSS Unit like – AIDS/HIV awareness campaign, Anti-Tobacco awareness programs, Anti- Drugs awareness programs etc.
2. Our adopted village has a legacy of adaptation certified by the Local Panchayat Body and hereafter we the College community named the village as the adopted village of Swami Vivekananda College with a big Sign-Board.
3. The College has taken the commitment to extend a helping hand in their difficulties and problems of the adopted village.
4. The College started sensitization programs to inculcate the strong sense of the Garden- based community and their rights and duties as well as to educate them to avoid the most dangerous consequences of long practiced society ridden child marriage.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

- The teaching and the non-teaching staff members of the college take part in different official works assigned by the Govt. of Assam.
- The college invites doctors from local dispensaries occasionally to sensitize the students and the local tea garden communities regarding health and hygiene.
- The college campus is replete with a variety of medicinal plants, fruit trees and other valuable types of timbers.
- The college establishment stands towering in the midst of a rural set up surrounded by tea gardens and beautiful greenery.
- The college organises various in campus and outreach activities with the help of college alumni in addition to the activities conducted by the NSS and NCC units.
- Students and teachers pay visits to the tea garden families to maintain bonding with the community and to create awareness regarding health, hygiene and literacy.
- Students and teachers also help the school going children of the adjoining villages in their studies by providing free home tuition.
- During festival seasons and other social events, our students help the concerned families by extending their helping hands in the arrangement of the events.
- The alumni conduct career counselling and guidance programmes among the school going students. They also extend help during flood and other natural disasters.

### Concluding Remarks :

Swami Vivekananda College serves as a roadmap for continuous enhancement and transformation. By critically evaluating its strength and weaknesses, seizing opportunities and addressing challenges, the college is poised to further elevate its reputation as a centre of excellence in higher education. The collaborative spirit and commitment demonstrated throughout the SSR process bode well for the future trajectory of the college, ensuring that it remains responsive to the evolving needs of the stakeholders and continues to make meaningful contributions to society.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																														
1.4.1	<p><b><i>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</i></b></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken&amp; communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: C. Feedback collected and analysed</p>																														
2.1.2	<p><b><i>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</i></b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>83</td> <td>89</td> <td>86</td> <td>88</td> <td>91</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>83</td> <td>90</td> <td>86</td> <td>89</td> <td>92</td> </tr> </tbody> </table> <p><b>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	83	89	86	88	91	2022-23	2021-22	2020-21	2019-20	2018-19	83	90	86	89	92	2022-23	2021-22	2020-21	2019-20	2018-19					
2022-23	2021-22	2020-21	2019-20	2018-19																											
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3.3.1	<p><b>Number of research papers published per teacher in the Journals notified on UGC care list during the last five years</b></p> <p><b>3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>8</td> <td>1</td> <td>4</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>3</td> <td>0</td> <td>3</td> <td>0</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	12	8	1	4	0	2022-23	2021-22	2020-21	2019-20	2018-19	8	3	0	3	0										
2022-23	2021-22	2020-21	2019-20	2018-19																											
12	8	1	4	0																											
2022-23	2021-22	2020-21	2019-20	2018-19																											
8	3	0	3	0																											
3.3.2	<b>Number of books and chapters in edited volumes/books published and papers published in</b>																														



**national/ international conference proceedings per teacher during last five years****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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
4	1	0	1	1

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2	1	0	1	0

**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.****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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
9	17	4	2	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
7	17	2	0	0

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

Answer before DVV Verification : 7

Answer After DVV Verification :7

**4.1.2. Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years****4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
3.54543	1.33607	0.17405	1.91475	53.21053

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0.58040	1.09722	0.17405	0.80085	2.40445

Remark : Values have been updated considering only purchase of electrical goods and furniture as per the audited statement.

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)**

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
7.78979	19.82433	14.42070	21.38909	33.01566 6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0.6681	11.01204	2.716950	0.2667	1.71012

Remark : Values have been updated considering only repair and maintenance as per the audited statement.

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**

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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
416	488	424	155	443

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
415	487	424	155	443

Remark : Values have been updated as it is observed that HEI has not provided the evidences of e-

transfer to the following students: 1) Pritam Goala, SHURID, AY (2021-22) 2)Minati sinha, SHURID AY (2022-23)

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*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

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**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

5.2.2 ***Percentage of students qualifying in state/national/ international level examinations during the last five years***

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.)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
9	4	24	4	9

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
4	4	22	4	0

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**

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***

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	2	1	0	4

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	0

Remark : Values have been updated as per the provided supporting document ; DVV considered awards/medals ONLY for outstanding performance in sports/cultural activities at University/State/National/International level

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6	4	2	1	9

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	4	1	1	6

**6.2.2 Institution implements e-governance in its operations**

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : Input has been updated as per provided supporting 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**

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

Answer before DVV Verification:

--	--	--	--	--

2022-23	2021-22	2020-21	2019-20	2018-19
10	1	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
2	1	0	0	0

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**

**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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	0	1	1

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5	3	0	1	1

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	10	8	8	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	10	8	8	7

Remark : HEI not provided.

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.

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: C. Any 2 of the above

7.1.2	<p><b>The Institution has facilities and initiatives for</b></p> <ol style="list-style-type: none"> <li>1. <b>Alternate sources of energy and energy conservation measures</b></li> <li>2. <b>Management of the various types of degradable and nondegradable waste</b></li> <li>3. <b>Water conservation</b></li> <li>4. <b>Green campus initiatives</b></li> <li>5. <b>Disabled-friendly, barrier free environment</b></li> </ol> <p>Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: A. 4 or All of the above</p>
7.1.3	<p><b>Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following</b></p> <ol style="list-style-type: none"> <li>1. <b>Green audit / Environment audit</b></li> <li>2. <b>Energy audit</b></li> <li>3. <b>Clean and green campus initiatives</b></li> <li>4. <b>Beyond the campus environmental promotion activities</b></li> </ol> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: C. Any 2 of the above Remark : Input has been updated as per the provided supporting document; internal audit done by the same HEI are not to be consider as per NAAC SOP</p>

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b> Answer before DVV Verification : 13 Answer after DVV Verification : 15</p>																				
2.1	<p><b>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 1632 986 1744"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>22.15437</td> <td>55.03724</td> <td>16.96803</td> <td>32.18251</td> <td>94.90090</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 1823 986 1935"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>22.1543</td> <td>55.03724</td> <td>16.96803</td> <td>32.18251</td> <td>94.90090</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	22.15437	55.03724	16.96803	32.18251	94.90090	2022-23	2021-22	2020-21	2019-20	2018-19	22.1543	55.03724	16.96803	32.18251	94.90090
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