



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

BATADRABA SRI SRI SANKARDEV COLLEGE

VILL- BATADRABA, PO.- BATADRABA, PS.- BATADRABA, DISTRICT-
NAGAON

782122

www.batadrabasscollege.org.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Batadraba Sri Sri Sankardev College, a promising co-educational premier institution of higher education was established in 1989 in the glowing memory of Srimanta Sankardev who was an Assamese saint, scholar, poet, playwright, socio-religious reformer and a figure of importance in the cultural and religious history of Assam.

The college is only a degree Arts college imparting higher education to the rural students of the greater Batadraba region. The college is affiliated to Gauhati University, Assam and it has received its recognition under section 2(f) and 12(b) of the UGC Act 1956. The college was provincialised in 2013 after 24 years of struggle from its existence. The college has a good plot of its own land measuring 45 bighas allotted to it by the Govt. of Assam.

At present, the college offers Three Year Degree Course- B.A. in semester/CBCS system. The subjects offered in the college are- Assamese, English, Education, Political Science, Economics, History, Sanskrit and Arabic. Among the subjects honors courses are offered in Assamese, English, Political Science, Economics and Education. The B.A. course in CBCS in the college has started from the session 2019-20.

Situated away from the din and bustle of the town and forming itself a self styled gateway of the greater Batadraba, the college is an ideal one for academic pursuit.

Vision

To be the leading educational institution in the region, focusing on the academic, physical and mental growth of the economically backward sections of the society by providing quality education as well as maintaining communal harmony.

Mission

- To offer quality higher education to the rural area students.
- To provide special attention to the girls and marginalized section of the society.
- To provide an opportunity to rural area students to face all the challenges of a competitive world.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Batadraba Sri Sri Sankardev College prides itself of being a premier institution of higher education in greater Batadraba area.
- The academic environment is quit calm with a large campus area.
- The team of dedicated faculty has made it possible to aim at 100% pass percentage in most of the departments.

- The library is equipped with good number of books and journals.
- The college has made great strides in the field of women's education.
- Organizing Silver Jubilee Celebration of the college in the year 2022 by conducting many colorful and beneficial activities along with the stakeholders.
- Maintenance of ragging free environment by regular monitoring, installing CCTV camera and organizing various anti-ragging awareness programme.
- Good cordial relationship between teachers and students.
- Affordable education that enhances access to education for all sections of society.

Institutional Weakness

- Most of the students hail from rural, remote areas .They are economically backward and most of their parents are illiterate. Thereby they are first generation learners.
- Having only one stream is a major weakness. The college tried to eliminate this weakness by introducing commerce stream from the Govt. to proceed accordingly.
- Another major weakness of the college is limited number of faculty. No permanent principal and librarian is appointed till date.
- The college does not have sufficient office staffs and grade-IV employees to carry out the activities.
- Lack of meritorious student's enrollment. Since the college is situated in a rural area, the feeder schools have less quality product of students.
- Lack of proper initiative to create national level competitive environment.
- Lack of full-fledged healthcare centre. Sometimes students fell ill during college hours. The college has to take these students to nearby Batadraba PHE Hospital.

Institutional Opportunity

- The college has the opportunity to start many skill development and agricultural based programs which are relevant in the local context.
- The college has the potential for extending sports infrastructure, boys hostel, girls' hostel, teachers' quarter in its huge campus.
- Plantation can be intensified in the campus to generate resources in future.
- Provisions for fisheries that can be source of funding.
- The institution can strive to eliminate the infrastructural inadequacies with grants received from RUSA, Govt. of Assam and Stakeholders.
- Various study centres can be started with due recognition from the concerned higher authorities.

Institutional Challenge

- Due to the lack of skill based and job oriented courses, the students are deprived of placement opportunities in the current job market.
- Early marriage hinders in higher education, especially for girls and as a result of which the number of dropouts increases.
- To enhance the confidence level of students who belong to the socially and economically disadvantaged groups.
- Due to lack of knowledge in ICT based technology, digital literacy is a great challenge for the college

community.

- No separate examination hall, as a result, the regular classes suffer during examinations.
- Meritorious students of the locality prefer to admit themselves in the city based colleges due to good communication.
- The teachers are under pressure in completing their involvement in other Govt. duties like Election, Gunutsav, Census, NRC etc.
- One of the major challenges is to increase the involvement of parents in different activities.
- The college has the challenge to increase the enrollment of students and minimize the rate of dropout students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Batadraba Sri Sri Sankardev College is a constituent college of Gauhati University. It is permanently affiliated to Gauhati University and as such follows the regulations and curriculum prescribed by the university. The college offers B.A. General and Major course under semester system, Regular and Honours (CBCS) Course system from 2019 as per the scheme of Gauhati University.
- The college strictly adheres to the Academic Calendar provided by its affiliating university. Moreover, the Academic Committee of the college prepares the Academic Calendar for the college separately. The committee also prepares the time-table for each academic session. Each department is required to maintain a Departmental Log Book to record the classes taken by the faculty members and departmental activities.
- However the college innovates some Curriculum Development Programmes within these established academic structure. Before the commencement of each academic session, the IQAC organizes a Student Induction Programme for the newly admitted students to acquaint themselves with the overall academic activities, rules, regulations and environment of the college.
- Departmental meetings are convened by the Heads of the Department at regular intervals for distribution of syllabus, planning of other departmental activities like holding of seminars, class tests, allotment of assignments etc.
- Experiential Learning through projects and field trips are specially facilitated. In subjects where project work and field works are mandatory and part of the syllabus, the HoD's of the departments make all the necessary arrangements and finally assist the students in the preparation of the field reports.
- Student mentoring system is followed in the institution. Smaller groups of the students are created to individualize the academic and other discussions.
- The institution obtains feedback from the different stakeholders such as Employees, Alumni, Parents, Students and Employers. Feedback was executed in the offline viz. online mode by the various faculty members.

Teaching-learning and Evaluation

- Batadraba Sri Sri Sankardev College is a constituent college of Gauhati University. The college follows the syllabus as prescribed by Gauhati University.
- The College maintains transparency in the admission process. The names of the selected students are

displayed in the college notice board. There is no cut-off mark for admission. A selection test is conducted for the selection of honours students in different disciplines. Admission for students from reserve categories (SC/ST/OBC/MOBC) as per the state and institutional reservation norms. Provisions for free education is available for the students of Economically Weaker Section (EWS).

- Student diversity is visible with maximum number of girls students i.e. about 75% from economically backward sections of the society.
- Evaluation process is an integral part of teaching learning process. As per Gauhati University guidelines, students' evaluation is divided into two assessment levels – Internal & External, which is conducted by the college for 20 marks and 80 marks by the Gauhati University respectively.
- The performance of the students is assessed by internal assessment tests and end-semester examinations. The process of identification of slow learners comprises conducting discussion, internal tests etc. The performance or obtained grades/marks are the key indicator to categorize students as slow learners and advanced learners in a class. Tutorial classes and remedial classes are conducted for slow learners.
- After announcement of results of internal examinations, their performance in answer scripts are shown on a schedule day to let them know their performance regarding strength and weakness of their studies and techniques in writing answer scripts, which help them to perform well in the next examination.
- The institution encourages its faculty members to undertake research activity to enhance their academic qualifications. The teachers are encouraged to pursue Orientation Programs, Refresher Courses, Faculty Development Programs conducted by various Universities.
- IQAC ensures the strict implementation of the academic calendar by monitoring the academic and curricular activities.
- Mentor-mentee programme is followed by the institution to bridge the gap between the faculties and the students. It provides the students emotional guidance and better environment of the college.

Research, Innovations and Extension

- The Research, Innovations and Extension Cell of Batadraba Sri Sri Sankardev College acts as friend, philosopher and guide. The institution encourages all the faculty members for research activities which are under research cell.
- All the faculty members of the institution have applied for Minor Research Project (MRP) under UGC in the year 2015-16. But five of them had been selected and got fund from UGC and they successfully completed the projects within the stipulated period of time.
- At present the institution has three Ph.D holders, fourteen M.Phil holders and two Ph.D Scholars. Two assistant professors have cleared SLET examination.
- The teachers of the college have presented and published papers in State/National/International level seminars and attended many conferences.
- The institution published a book named *Sankardev Charcha* in 2013 and another volume named *Alok* in 2022. A souvenir entitled *Santijori* was published on the occasion of Silver Jubilee Celebration. It has been decided to publish one volume of workshop and seminar records in the coming year. Every department has their own Wall Magazine which brings forth the creative skills of the students.
- Publication of a book titled *Sandhan* by women cell of the college is under process.
- Different co-curricular activities and extension activities have been done in and outside of the campus. In this regard various programs have been organized by different departments of the institution, NSS, Red Cross Society, Red Ribbon Club, Women Cell etc. for the benefit of students in particular and to develop the society in general.

Infrastructure and Learning Resources

- The College has adequate infrastructure and physical facilities for teaching-learning viz. classrooms, departments, office rooms, girls common room, laboratory etc.
- It has Wi-Fi facility, Departmental Library facility and student reading rooms. The college is under CCTV surveillance, uninterrupted electricity supply is provided by inverters.
- There are total 07 nos. of departments 11 nos. of spacious classrooms with minimum infrastructure in the college. Main building of the college consists of Administrative office, Principal's office, Teachers' common room. Department of education has laboratory facility as learning resource.
- The college has well furnished library with 7970 volume of books out of which 5501 text books and 2469 reference books, 24 national and regional journals and six local newspapers. Departmental syllabus and previous years' question papers are available in the library.
- Playgrounds, outdoor game facility, auditorium, canteen, girls common room, cycle stand etc. are available in the campus.
- It has RO drinking water facility to ensure the health of students.

Student Support and Progression

- The college is offering B.A. course on Arts and overall passing percentage is around 85%.
- After completion the B.A. minimum students opt for higher education.
- The Students of this college get various types of scholarship time to time according to categories of SC/ST/OBC and Minorities every year. Some very poor students get free admission by the college authority.
- The institution has one central wall magazine 'ANKUR', inaugurated annually on the occasion of Fresher's Day and every department has their own Wall Magazine to encourage the writing skills of the students.
- The institution has transparent mechanism for timely redressal of students' grievances including sexual harassment and ragging cases.
- The college participated in various activities like extension activities; social outreach program, sports and the participation of students in various inter college competitions from time to time.
- The college has a natural green campus with minimum modern amenities required for overall development of the students such as library, reading hall, seminar hall, playground, vehicle parking etc.
- Alumni association of the college is active since 2019. Alumni have contributed to the development of college in various forms like donations, valuable feedback and suggestions. During last five years, alumni made their contributions like entrance gate, (Approx 4 lakh), furniture (approx. 50 thousand), books (approx. 10 thousand) and cash amount Rs. 69,914 in silver jubilee celebration.

Governance, Leadership and Management

- Governance of Batadraba Sri Sri Sankardev College is one of the best procedure for making policies and plans to run the administration smoothly. Governance process is framed by the governing body of the college where two faculty members and one office staff are represented in the Governing Body. They have executed various plans and infrastructural activities. Academic activities are governed by the HoD's of all the departments. The faculty members are actively involved in different functions of the college such as conducting examinations and other social and cultural activities.

- The governing body of the college meets on a regular basis to discuss the issues related to the overall development of the college. Staff council meetings are held periodically for execution, planning and implementation of teaching, learning and administrative programmes. Students' Union Body are elected and their meetings are held to redress student related issues of the college.
- The management always supports the faculty members from the very beginning. From the senior most teachers to the junior most Grade-IV employee, all are engaged in occasions which are conducted by the institution. The institution felicitates faculty members when they get their Ph.D degrees and cheer it with joy. Such an appreciation is highly praiseworthy for all.
- Alumni of the college are also involved with the institution. Their contribution to the college is highly appreciable. The college has produced around 1800 Graduates from its inception. The main entrance gate of the college is donated by one of alumni named Dr. Pranjali Mahanta. She is a faculty of the college along with two other faculty employed in this institution and the whole office staff is alumni of the college.
- IQAC of Batadraba Sri Sri Sankardev College is an integral part of the institution. It was framed in the year 2015. After framing IQAC, Coordinator and Principal jointly arranged many meetings and act according to the bare necessities of the institution. IQAC builds a bridge between the management and college employees. Co-operation between IQAC and management is satisfactory.

Institutional Values and Best Practices

- The college is situated in a rural area. A large number of students belong to economically weak and socially backward families of the society.
- The college is very keen regarding safety and security of the girl students and women faculties. The college has different committees for continuous monitoring the security on the campus. The entire campus is covered under CCTV surveillance.
- The college has Anti-Sexual Harassment Committee to take necessary action on sensitive issues of the girls student.
- Women Cell of the college organizes all important activities associated with the counseling of the students.
- The college has mentor-mentee scheme. The scheme especially looks after disadvantaged and vulnerable category of the girl students.
- The college has provided separate common room for girls equipped with necessary furniture.
- The college has a green campus and gives priority to keep campus clean and eco-friendly. Separate bins are kept at different places on the campus to reduce waste at lower extent. Besides the use of plastic is prohibited.
- This is the only senior college in this area. In major extension activities local citizens participations is commendable. Environmental awareness, social harmony, unity and values are given much importance and flexes, boards are displayed in the college campus.
- The College celebrates/organizes national and international commemorative days.
- The college has adopted a one year long program entitled *Greater Batadraba Clean & Make It Green* as the college is keen regarding the cleanliness and plantation programs in the greater Batadraba area. Under this scheme a number of plantation, cleanliness and awarness programs are conducted in and outside the college campus.
- The college has adopted another best practice as the publication of *Annual News Letter*. Through this practice it is tried to record and published all internal and external activities/programs of the college.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BATADRABA SRI SRI SANKARDEV COLLEGE
Address	Vill- Batadraba, PO.- Batadraba, PS.- Batadraba, District- Nagaon
City	NAGAON
State	Assam
Pin	782122
Website	www.batadrabassscollege.org.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Md Habibur Rahman	03672-254596	8638734764	-	principalbssscollege@gmail.com
IQAC / CIQA coordinator	Md Shariful Islam	-	9435958166	-	shariful.prof@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	01-10-2014	View Document
12B of UGC	01-10-2014	View Document

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill- Batadraba, PO.- Batadraba, PS.- Batadraba, District- Nagaon	Rural	14.9	1964.35

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	12	HS	English	180	180
UG	BA,English	36	HS	English	10	5
UG	BA,Assamese	36	HS	Assamese	20	20
UG	BA,Assamese	24	HS	Assamese	180	170
UG	BA,Economics	36	HS	English,Assamese	10	3
UG	BA,Economics	36	HS	Assamese	50	47
UG	BA,Education	36	HS	Assamese	150	144
UG	BA,Education	36	HS	Assamese	40	36
UG	BA,Political Science	36	HS	Assamese	60	58
UG	BA,Political Science	36	HS	Assamese	180	180
UG	BA,History	36	HS	Assamese	30	25
UG	BA,Sanskrit	36	HS	Sanskrit	10	0
UG	BA,Arabic	36	HS	Assamese	30	25

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				17			
Recruited	0	0	0	0	0	0	0	0	10	5	0	15
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				2			
Recruited	0	0	0	0	0	0	0	0	2	0	0	2
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	7	0	0	7
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	1	0	3
M.Phil.	0	0	0	0	0	0	9	5	0	14
PG	0	0	0	0	0	0	12	5	0	17
UG	0	0	0	0	0	0	0	0	0	0

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

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

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1	1	0	2	

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	201	0	0	0	201
	Female	394	0	0	0	394
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	6	2	1	1
	Female	1	0	1	1
	Others	0	0	0	0
ST	Male	12	5	1	10
	Female	1	3	2	3
	Others	0	0	0	0
OBC	Male	9	0	1	0
	Female	7	1	1	2
	Others	0	0	0	0
General	Male	121	86	94	88
	Female	186	184	142	205
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		343	281	243	310

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Batadraba Sri Sri Sankardev College is an affiliating college of Gauhati University and follows its guidelines and curriculum. The college is following CBCS curriculum as introduced by affiliating
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	<p>University since 2019. As the college is imparting only stream that is Arts, students are not able to select more options from various streams. The college has proposed to introduce commerce stream to the Govt. of Assam and the approval of the same is under process. In a short future Commerce Stream will be introduced along with other certificate courses/vocational courses and the students then will have a chance to select multidisciplinary /interdisciplinary subject. At present, the students are able to make choice any subject from the only stream and there is not any bar or restriction in selection of course. During the implementation of NEP-2020, the college will strictly adhere to university curriculum and adopt some strategies of its own. The institution will prepare some courses and multidisciplinary research endeavor to face the society most pressing issues and challenges. The institution has prepared two certificate courses on Fishery Course and Communication and Personality Development.</p>
2. Academic bank of credits (ABC):	<p>The institution has taken an initiative to register under the ABC and it is preparing for registration. The institution has not made any collaboration with foreign institutions and to enable credit transfer. The faculties are encouraged to design their own curricular plan and pedagogical approach. The faculties are given free hand to develop own lesson plan, select study materials, given assessments and assignments. They can do their work individually and in staff meets they are encouraged to do so.</p>
3. Skill development:	<p>The college is affiliated to Gauhati University and adheres to the CBCS system offered by the university since 2019. The course has Skill Enhancement Course (SEC) in the curriculum of 3rd, 4th and 5th semester. The students are offered to choose from a pool of SEC papers, subject to some discipline specific limitations. The students choose the SEC papers which consists of practical and theory paper. In some SEC papers it is focused on value-based education to inculcate positivity amongst the learner that include the development of humanistic, constitutional, non-violence, citizenship values etc. are included. From institutional part, skill papers are provided on communication and personality development, Right Pronunciation and Use of Assamese Language.</p>

<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The college follows the curriculum of Gauhati University. The curriculum has course on Assamese (MIL) in which the tradition, culture and social literature are portrayed which has a deep Indian bondage with its people. The classes are interacted in bilingual mode as the learners are from vernacular medium. The programs and courses are offered in bilingual mode. All the workshops and FDPs are conducted in both the language i.e. English and Assamese (MIL). To preserve and promote the Indian Language Sanskrit, a department has been opened recently. Indian ancient traditional language, Indian Arts etc. are performed and displayed in various programmes. The degree course except English Honors subject, other courses are offered in bilingual method.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The curriculum is out based in the sense that the program and course is evaluated by the affiliating University. The students have to appear in the timely conducted evaluation and this evaluation provides a degree which is based on the curriculum provided by the University. The learning outcome curriculum framework syllabi prescribed by the University is formulated with the final outcome expected of students of a particular course at the end of the program. The outcomes are delineated clearly, and the teaching plans outlined accordingly. The frequent meeting held between students and faculty help in making design pedagogy to the desired outcomes.</p>
<p>6. Distance education/online education:</p>	<p>The vocational courses through ODL mode can be offered by taking appropriate approval from the Statutory Regulatory Bodies. This vocational course will help the learner in a future oriented way which will be offered in future. The online education and blending learning are used to augment and enhance pedagogy. Online classes and Open Book Exams were held as per directives of the affiliating University during lockdown situation pandemic. The college is on the process to provide blended learning to students.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
595	592	640	795	801

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

2 Teachers

2.1

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

Response: 19

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

2.2

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

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

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
20.26	9.17	15.57	5.86	63.55

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:

Curriculum development and design play a vital role in improving the quality of higher education. Since Batadraba Sri Sri Sankardev College is affiliated to Gauhati University, the college does not have the liberty to construct curriculum independently. All the departments are required to implement the syllabus prescribed by the parent University only. The academic council of Batadraba Sri Sri Sankardev College with Principal, I/c as chairperson, IQAC coordinator and HoDs of all departments as members prepare the planning for curriculum delivery and takes good care of documentation of the same. The Academic Committee prepares the Time Table for its academic session and the HoDs of all the departments distribute the syllabi among the faculty members of their own departments. The faculty members take utmost care to complete the syllabus within the stipulated period. The faculty members are also given academic diaries and log books to record their teaching plans. Departmental rotation of syllabus is done among the faculty members after every three years.

In the beginning of each academic session, the IQAC organizes an Induction Program for the fresh students to acquaint themselves with the overall academic activities and environment of the college. The college strictly adheres to the academic calendar provided by the university. Class Tests, Tutorials, Group Discussions, Projects, Practicals and Internal Assessment are conducted accordingly. Besides this, the IQAC prepares Annual Academic Calendar prior to the commencement of the academic year.

The Principal, I/c and IQAC coordinator held regular meetings with the heads of the departments. Every department calls out guardians' meeting to make them aware about their ward's progression, code of conduct, academic performance etc.

Student mentoring system is followed by the college to identify the slow and advanced learners. The faculty member arranges extra classes for slow learners. The faculty members always encourage the students to meet beyond class-room hours for doubt clearing session. The student securing highest marks in the B.A. final examination from each department are awarded. To make teaching-learning process more effective seminars, workshops, departmental quiz, educational tours, field trips etc. are organized time to time. The college library provides teachers and students with necessary learning resources for academic development. The institution caters in inculcating moral values among its students imparting additional inputs like yoga, meditation, moral ethics etc.

The college strictly follows the Academic Calendar for conduction of overall evaluation procedure as per the guideline of Gauhati Univeristy. The Academic Calendar includes information regarding the commencement of examination, schedules of internal examinations etc. Students get prior information about practical examinations and theory examinations.

The college conducts sessional exams every year before university examinations. After the sessional

examination is over, each faculty member of the respective departments evaluates the answer scripts. The evaluated answer scripts are distributed among the students. The doubts of the students are cleared with advise and if needed correct answers are delivered to them. The faculty members of each department arrange remedial classes for the students who scored less in the examination.

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

1.2 Academic Flexibility

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

Response: 3

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

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

Response: 3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
32	52	22	0	0

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

1.3 Curriculum Enrichment

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

Response:

Since the college specializes in Humanity, the students can observe, analyse and gain human values and knowledge from various aspects of their syllabus. The curriculum includes courses that integrate crosscutting issues relevant to gender, environmental and sustainability, human values, professional ethics etc. While teaching the prescribed syllabus, the college arranges various activities and programs to address the crosscutting issues such as –

Professional Ethics:

Professional ethics is a part of curriculum which ensures personal and professional standards of behaviour. The institution has given equal importance to professional ethics along with academics. The syllabus of the literature subject like Assamese, English, and Arabic are designed to prepare students to understand the use of language effectively. The Ability Enhancement Compulsory Course like Assamese Communication and English Communication provide scope to deal with professional ethics. The subject Education offers wide range of ethical topics like Philosophical and Sociological Foundation of Education, various Indian Schools of Philosophy and Education, Teacher Education etc.

Gender Issue:

Students are sensitized about gender issues by its integration into the curriculum. As part of the value education course, gender studies are offered to the students. Various courses such as Gender in Indian History, Human Rights, and Women Writings teach the students' concept related to gender equality and discussed women issues through texts and case studies. In the 5th semester English Major (Non-CBCS) course, there is a full paper on women's writing. The paper gives ample scope to sensitize the students about gender issues. In the 2nd semester English Major (Non-CBCS) there is a unit on 17th century women writers. Student acquaint themselves with gender issues through some workshop, seminars on the topic like Women Empowerment, Gender and Patriarchy, Domestic Violence, Sexual Harassment in the workplace etc. It needs mentioned that almost two-third of the total enrolment in the college are girls.

Human Values:

Human values are essential for successful career. Human values infuse harmony and help to create students with strong character. Human values find emphasis in the college's encouragement of the practice of Yoga. The practice of Yoga is popularized by observing the International Yoga Day on 21st June. Value education offered as a mandatory course to all the undergraduates stresses on human values. Literature as such speaks about human values at large. Some of the prescribed texts address about erosion of values and how it affects human lives.

Environment and Sustainability:

The course Environmental Studies is offered to all undergraduate students highlighting the major environmental issues faced by the people and emphasizing the importance of social development. Students are made aware about environmental issues like environmental degradation, needs of forestation, significance of World Environment Day etc. The college offers Environmental Studies as core subject in 4th semester (Non-CBCS) and 2nd semester (CBCS) syllabus. The paper Environmental and Population Education in the department of Education allows the students to explore and deeper understanding of

environmental issues. Topics like Economics of Natural Resource and Sustainable Development are included in the major course of Economics syllabus.

File Description	Document
Upload Additional information	View Document

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

Response: 60

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

Response: 357

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

1.4 Feedback System

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

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 91.75

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
310	243	281	343	346

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
320	320	320	350	350

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

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

Response: 37.74

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

2021-22	2020-21	2019-20	2018-19	2017-18
17	7	11	36	29

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

2021-22	2020-21	2019-20	2018-19	2017-18
51	51	51	56	56

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

2.2 Student Teacher Ratio

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

Response: 35

2.3 Teaching- Learning Process

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

Response:

The entire process of the college is student-centric and focused on their overall development of personality. All stakeholders of the college are well aware about the aspirations of the students because majority of the students come from the nearby villages. The following are the highlights of students-centric methods adopted by the institution-

- Provision for individual involvement in practical or project work, group work, field visit, debates, quiz and seminars.
- Organisation of educational trips and surveys.
- Self evaluation.
- Individual learning process.
- Motivate the students to learn.
- Self initiatives.

Experiential learning includes both individual and group experiential learning. Students are engaged in experiential learning through the activities such as educational trip, cultural program, local visit, various games, discussion, quizzes and other indoor-outdoor activities.

In a problem solving method, children learn by working on problems. The faculties encourage students to lead their learning towards solving their problems and satisfaction. Every department organizes different programs which help them to pacify curiosity of their problem raised while learning in the class. Problem solving method such as word games, puzzle solving, maze learning etc. are conducted by the department of Education, which motivates the students to learn something new, to break the monotony of classroom.

The college is equipped with multimedia projector and ICT facilities and it is provided when necessary. Some teachers use Laptop of their own. The college has provided separate desktop computers for each department. All the teachers frequently use 'YouTube' channel to help and motivate the students in academic and non-academic field. Social media is skillfully used by the college through its WhatsApp group. Android phones are used for information and communication among students to students and students to teacher interaction. Every department has separate whatsapp group including teachers, officials and students in different semester for easy and smooth communication among them. Important notice and information are shared with whatsapp group. Students get opportunity to see the important programmes of TV such as 'Maan Ki Baat' & 'Pariksha Pe Charsa' through projector.

General ICT tools for teaching and learning that are used by the institution:

- Desktop and Laptop.
- Projector.
- Digital Camera.
- Printer.
- Photocopier.
- Scanner
- Pendrive.

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

2.4 Teacher Profile and Quality

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

Response: 97.85

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

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

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**Response:** 27.47**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

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

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

2.5 Evaluation Process and Reforms**2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient****Response:**

The institution follows the evaluation process as prescribed by Gauhati University. As per Gauhati University assessment guidelines, student evaluation is divided into two assessment levels – Internal and External, which are conducted by college for 20 marks and for 80 marks conducted by the University. Apart from University prescribed methods, every department has adopted some relevant methods such as Surprise Test, Multiple Choice Question, Peer Evaluation, Self Evaluation etc. The students' library attendance and class attendance are also counted in internal assessments. The institution adjusts academic calendar by including internal assessment and the University examination. As per the academic calendar, tentative schedule is prepared and displayed on the notice board, announced in the classroom and through the WhatsApp group of the classes. The examination committee monitors and conducts internal examination in the college.

After completion of the examination, the answer scripts are evaluated by the teachers of the departments and results are shared with the students to know their performance regarding strength and weakness of their studies. If there is any tabulated related errors in the assessment, corrections are duly made by the examiner and corrected mark is awarded to the concerned student, before sending the marks to the university.

Due to unavoidable reasons, if a student does not appeared the sessional examinations, he or she can appear for re-test examination with due permission. Poor performers are also considered. In this way, transparency is maintained.

For 6th semester final year major students, project work is compulsory according to Gauhati University

syllabus. After the completions of the project, the students submit the final project and the marks awarded in the project are sent to the university. If the students have any grievance regarding the marks obtained in the end semester final examination, they can apply for re-evaluation their answer scripts as per rules. All exam related grievances are addressed to exam committee where principal is the chairperson. If any grievance occurs, he/she needs to apply to the exam committee in case of internal and external examination. Any problem related to under marking, student shown absent, error in name and subjects, the student may approach the authority which immediately process the matter for onward transmission to the Controller of Examination of the University through the principal of the college.

Students are also assessed by the teachers based on their participation in the class. Students progression in their subject area and other co-scholastic activities are monitored through continuous and comprehensive assessment by the faculties.

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

2.6 Student Performance and Learning Outcomes

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

Response:

The Programme Outcomes and Course Outcomes primarily aim at imparting knowledge and skills, which is very important for building students' competence and personality. At the beginning of the new academic session, Induction Programme is held and briefed about the vision and mission of the college along with learning outcomes and evaluation process. Motivational activities are conducted during the year to keep the students focused in their learning outcomes.

The teaching-learning and assessment strategies of the college are structured to facilitate the achievement of the intended learning outcomes through laboratory, classroom, audio-visual equipments, class-tests, written assignments, oral tests, group discussion, interactive sessions and sessional exams. The educational laboratory and library help the students to inculcate innovative by allowing them to explore and experiment innovatively. The college wall magazine provides them platform to give expression to this innovative and creative flight. The learning objectives are communicated through various means such as college prospectus, Principal's address to the students and parents and in the classroom by faculty.

The faculty of the college always give importance on the output of the students. The faculty with the help of the IQAC regularly executes the teaching-learning process properly. The main mission of the college is all round development of students. Very systematically, from the first year of their college, the purpose of their academic journey is explained through Principal's address, Induction Programmeme and classroom interactions. On paper, feedback of alumni helps to evaluate whether students have properly perceived the context of the curriculum or not. The self-designed feedback forms are printed and distributed among the

final year students at the end of the semester. The students are requested to express their opinion honestly about teaching-learning drawbacks, limitations, constraints and also merits of the departments. The purpose is to identify the strengths and weakness of the classroom teaching and to find out the remedies for improving the academic standard of the college. The institution deals with student's grievances very deftly by preserving its confidentiality, which at times take concrete steps for solution.

As Programme Outcome, on successful completion of the final year of study, there is a reward system for the students who have scored highest marks in each department by the college authority. The students who scores highest mark in each department are also awarded by the teachers of the department. The teachers regularly track students feedback related curriculum objectives and the learning process and make sure that course milestone are effortlessly achieved.

Programme Specific Outcomes are measured through both academic and non-academic performances of the students. The performance of the students in the internal and external examinations, in the practical and assignments, participation in class activities, role in departmental activities are some of the means by which Programme Specific Outcomes are measured. The performance in the internal examinations provides the initial clues to their leaving outcome. The results of sessional, end-semester examination as well as the problems and difficulties faced by the students are discussed by the faculty of the college.

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

2.6.2 Pass percentage of Students during last five years

Response: 86.59

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

2021-22	2020-21	2019-20	2018-19	2017-18
146	196	147	154	190

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

2021-22	2020-21	2019-20	2018-19	2017-18
156	236	190	176	204

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 9.99

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	9.99

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

3.2 Innovation Ecosystem

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

Response:

The institution has no separate incubation centre. But the various activities are conducted to develop research culture among the teachers and the students as follows:

- The institution has a Research Committee which motivates faculty members to undertake research projects.
- The students are encouraged by faculty to participate in academic and non-academic events and the employees have been encouraged by the authority.
- Educational tour, workshop, seminar etc. are organized to enhance practical knowledge of the students.
- Well-known personalities are invited to share their experiences of Research.
- For proper ventilation of the thoughts of the students in literary field- Asom Sahitya Sabha Unit has been formed.

- Literary quiz, essay writing, self composed poem competition have been arranged to show students ideas and innovation.
- A college wall magazine 'Ankur' is displayed. Besides, each department has its own wall magazine where students expose their views properly.
- The institution has a Sahitya Chara which provides academic and non academic journals.
- 'Sankardev Study Centre' has been formed to promote the contribution made by Srimanta Sankardev in the field of literature and culture.
- The Institute provides academic and infrastructural facilities in terms of finance, laboratory resources, library resources and internet access.
- English Literary Society has conducted various activities like film screening of literary text, on the spot essay writing, self composed poem writing etc.
- Three books entitled 'Sankardev Charcha', 'Alok' and 'Shantijori' have been published.
- The department of English with IQAC publishes Annual News Letter which records the events/activities that take place during the academic year.
- Basic Knowledge Test is conducted to test students' basic knowledge in Maths, Language and General Knowledge.
- The institution publishes its prospectus which contains information about the information and available courses.

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

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

Response: 24

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

2021-22	2020-21	2019-20	2018-19	2017-18
15	4	4	0	1

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

3.3 Research Publications and Awards

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

Response: 0.95

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

2021-22	2020-21	2019-20	2018-19	2017-18
4	3	6	3	2

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

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

Response: 4

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

2021-22	2020-21	2019-20	2018-19	2017-18
25	12	12	15	12

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

3.4 Extension Activities

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

Response:

Since its inception, the Batadraba Sri Sri Sankardev College has been working in great terms and close proximity with its neighborhood community. The institution is located in a rural area and most of the stakeholders hail from economically backward section of society. This is the only higher education institution in the greater Batadraba area. Therefore the institution has a great accountability towards its neighborhood community. For the all round development of the community, Batadraba Sri Sri Sankardev College has constituted a cell called “Extension Activities Cell” to promote a network with the neighborhood community as well as to provide an opportunity for students to undertake social service.

The college staff and students are engaged in various extension activities and outreach programmes and these are primarily targeted at different communities in the neighborhood. The college has adopted two of the nearby villages “Batamari and Bhetioni Nath Gaon” constituted with around 120 families and 50 families consecutively. Both the villages are located approximately one kilometer away from Batadraba Sri Sri Sankardev College and it is easy to reach the villages. The extension cell is working towards the development and welfare of the community by organizing various programmes time to time.

A few of the extension activities/outreach programmes and other social services organized in the past few years are as follows:

- Free medical checkup camp was held at Batamari Gaon (adopted village)
- Cleanliness programme was organized under Swachh Bharat Abhijan at the nearest weekly Bazar (Santijan Bazar)
- Awareness cum free mask and sanitizer distribution camp organized during covid-19 period.
- An awareness programme on “Health and Hygiene” at adopted village “Bhetioni Nath Gaon” among the young girls and women, on the occasion of “International Women Day” on 08-03-2022. A sufficient number of sanitary napkins were distributed among the women and young girls.
- Books, copies, pens, pencils and other educational apparatus distribution programme was conducted by women cell of Batadraba Sri Sri Sankardev College among the children of Bhetioni Nath Gaon, the adopted village.
- Free vaccination & treatment camp for cattle was conducted at the adopted village Bhetioni Nath Gaon.
- Many cleanliness programmes under Swachh Bharat were conducted at the neighboring area and in different institutions.

- Many a number of plantation program have been conducting in various places of in and outside the college campus and in other neighboring institutions.
- A good number of academic classes were taken in the neighboring secondary level institutions by the teacher of the college.

All such kind of activities are undertaken through various departments, women cell and administration of the college. The students take part in such programs and they are made responsible towards community services.

File Description	Document
Upload Additional information	View Document

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

Response:

Nil

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

Response: 27

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

2021-22	2020-21	2019-20	2018-19	2017-18
10	2	3	4	8

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

3.5 Collaboration

3.5.1 Number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years:

Response: 9

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Batadraba Sri Sri Sankardev College has a beautiful landscape, eco-friendly environment. The college campus has an area of 14.9 acres. Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, yoga centre etc. Batadraba Sri Sri Sankardev College is the only higher educational institution with Arts stream covering three legislative assembly constituencies- Batadraba, Nagaon Sadar and Dhing. The college has five disciplines with Honours i.e. in Assamese, English, Education, Economics, Political Science and two disciplines in General- History and Arabic. The institution has adequate teaching –learning facilities viz. class rooms, laboratory, computer equipment etc.

- The college has 10 classrooms and 1 seminar hall.
- One normal digital classrooms with interactive projector.
- One well equipped departmental laboratory for the department of Education.
- There are four computers in the office for smooth functioning of academic and administrative work.
- Wi-Fi facility is partially available for entire campus of the college.
- The college has a well-equipped and well-furnished IQAC room for smooth functioning of quality enrichment and upgradation of the institution.
- Each department has its own departmental common room with computer.
- Girls have been provided with a spacious and clean girls common room with lavatory.
- One well-furnished central library with good number of books, research journals etc.
- The college library is a key learning resource integral to the teaching-learning process. The college library is situated in the area of 1074.27 sq. ft.
- The college campus is under 24 hrs. CCTV surveillance for monitoring every activity.
- Each department has its own departmental library with good collection of books.

The following facilities for cultural activities, sports etc. are available in college premise.

- The college has a big playground of 15932.22 square feet for outdoor games and sports which is regularly used for various outdoor activities like football, cricket etc. during college week and also in other times.
- Canteen facilities are also provided for students and staff. Food served is hygienically prepared and subsidized.
- The college has Carrom Board, Chess Board and these are regularly used by the students during their off periods.
- An auditorium of 3490.97 square feet is constructed to be used for various cultural activities such as drama, dance & musical activities of annual college week, various meetings, admission purpose, yoga etc. and this is also used for class room.
- Different cultural rally has been organized by the college in its annual college week and students take part in this rally.
- Various games and sports, cultural activities are organized by the college every year in the form of

annual college week.

File Description	Document
Upload Additional information	View Document

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

Response: 49.85

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

2021-22	2020-21	2019-20	2018-19	2017-18
10.24	0	0	0	46.79

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

4.2 Library as a Learning Resource

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

Response:

- The Central Library is the heart of an institution. The quality of education given in the college can be roughly judged from the types of books in its library. The Batadraba Sri Sri Sankardev College library is governed by the college authority.
- The library has a reading room which can provide sitting arrangement for maximum 24 nos of students at a time. There are four sitting capacity for teachers at a time. Library visiting register is maintained by teachers and students daily. New collection of books and journals are arranged systematically in the display self. CCTV camera is installed in the library. The issue and return of books has been managed by the library staff.
- The college library was started along with the establishment of the college since 1989. The total area of the library is 73 sq. mt. Regarding the purchase of books every year, the HoDs of the various departments after discussion with the department faculties place the requirement to the library in-charge and the library in-charge make the initiatives for procuring the books on getting formal approval from the committee. The authority of our college has tried its level best to improve

the library.

- The college has well furnished library with 7970 volume of books out of which 5501 text books and 2469 reference books, 24 national and regional journals and six local newspapers. Departmental syllabus and previous years' question papers are available in the library. There were 4671 Text book in the year of 2017-18 and reference books which is increased to 5501 and 2469 respectively.
- The college authority is planning to make the library computerized one having modern equipments and IT facilities.
- Students get books issued against their library card. The library cards are not to be lend or exchanged. Failure to return a book on expiry of due date will involve the payment of a fine of Re. 1 /- per day. It works from 8.30 in the morning till 5 in the evening. It has the open self system. The students are issued 3 books at a time and allow to keep them for 15 days. The college library has no e-journal and e-library system. The new environment friendly LED light system has been installed to ensure proper lighting. The library has a notice board to display information and a complaint box.
- The library has one desktop which is used by the librarian. The librarian Mrs. Nilutpala Bordoloi was expired in 2013, till date the Government of Assam has not appointed any permanent librarian. As a result the Governing Body of the college has appointed Mr. Khairul Islam, faculty of the department of Economics as Librarian- in-charge.
- During last five years, the college has made an expense of Rs. 4.93 Lacs on purchasing books and journals. The students who use library books and read them in highest numbers, are given the best reader award from the college authority.

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

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

Response:

The entire college campus is under the surveillance of CCTV. In addition, there are 4 computers for administrative works including admission, examination, scholarship, salary etc. along with 01 computer in each of the department for departmental works. The upgrades are done as per needs and actions. These include such as increase in the number of computers, internet connectivity, ICT enabled class room, admissions through online etc.

- There has been adding of more new computers. Thus, number of computers has been gradually increased in the last five years.
- Introduction to partial Wi-Fi facilities have been done.
- Web facilities like internet connections bandwidth has been upgraded to a much more better level as there have been the introduction of several computers, online admission process, online examination portal and various helping software.

- Under active initiative of IQAC a new influential institutional portal www.batadrabasscollege.org.in has been designed.
- Online admission procedure has been introduced from 2020 for the easy way of admission.
- Several whatsApp groups have been created. There are whatsApp groups for each department taking the aim to be in touch with the students digitally.
- Biometric attendance system is introduced for the attendance of employees.

File Description	Document
Upload Additional information	View Document

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

Response: 99.17

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

Response: 6

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 49.41

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

2021-22	2020-21	2019-20	2018-19	2017-18
9.55	8.86	15.56	5.8	16.76

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

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 81.16

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

2021-22	2020-21	2019-20	2018-19	2017-18
548	592	363	709	566

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

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

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

Response: B. 3 of the above

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

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

Response: 31.23

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

2021-22	2020-21	2019-20	2018-19	2017-18
728	75	124	92	50

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

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

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

Response: 21.43

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

2021-22	2020-21	2019-20	2018-19	2017-18
51	31	37	25	18

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

2021-22	2020-21	2019-20	2018-19	2017-18
113	146	196	147	154

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

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

Response: 40

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

2021-22	2020-21	2019-20	2018-19	2017-18
04	01	04	04	05

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

2021-22	2020-21	2019-20	2018-19	2017-18
10	3	8	10	14

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

5.3 Student Participation and Activities

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

Response: 0

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

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

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

File Description	Document
Institutional data in the prescribed format	View Document

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

Response: 24.4

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

2021-22	2020-21	2019-20	2018-19	2017-18
33	20	28	18	23

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

5.4 Alumni Engagement

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

Response:

- Batadraba Sri Sri Sankardev College has a central alumni association since 2019 with all ex-students of the college as its members. The association is yet to be registered as the registration is under process. It has a written constitution with aims, objectives and all rules and regulations to be followed by its members.
- The alumni of Batadraba Sri Sri Sankardev College have contributed to the development of the college in various forms like donations, valuable feedback and suggestions from the very first outgoing batch. The association meets twice every year and take decisions for the all round development of the college. The alumni of the college are placed in various academics and

professional fields. The greatest strength of the institution is that three faculty members and six non-teaching staff are the alumni of the college, who have been playing a vital role in binding up the association.

- Financial contribution of the alumni association to the development of the college is quite satisfactory. Dr. Pranjali Mahanta, a notable alumnus as well as the faculty of the department of Assamese donated the Entrance Gate of the college that cost more than Rs. 4 Lakhs. During the Silver Jubilee Celebration of the college, the alumni played a vital role. They have donated complete drinking water used in the event besides their financial contribution of Rs. 69914.00. They organized the cultural programme also in Silver Jubilee.
- The college has active departmental alumni group also. The dept. of English has taken initiative to organize departmental alumni meet and all the other departments have also arranged their respective departmental alumni meet. With the donation of books from the alumni, the departments have set up departmental library. The alumni have donated almiras for the library.
- Batadraba Sri Sri Sankardev College has been trying its level best to stay connected with its alumni. The college organizes various events by involving the alumni. A friendly cricket match was organized between Alumni XI and Students Union Body of the college to make a bond between Alumni and current students of the college.
- The women cell of the college organized a workshop on “Protection of Women from Sexual Harassment” on 23-12-2021 where alumnus Mrs. Asomi Kalita, a legal advisor delivered a speech. Department of Economics successfully organized a workshop on crime prevention on 10th June 2022 where Mr. Hemanta Sarkar, an Advocate of Nagaon Civil Court and alumnus of the college acted as resource person. Another notable alumnus, Dibyajyoti Barua, senior journalist of Pratidin Time delivered his speech on the topic “Career Prospects in the Media Sector” organized jointly by Dept. of Assamese and Dept. of English on 24-06-2022.
- The alumni also render voluntary service to the college during various occasions time to time. They also meet the faculties and take suggestions for their better future.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Batadraba Sri Sri Sankardev College was established to provide higher education to the student of the greater area of Batadraba. This area is located near about 18 K.M. south-west from headquarter of Nagaon District. The Surrounding area of the college is rural area and mostly the people are depending on agriculture, so they are economically weak and backward. Though the people of this area are economically weak but social and cultural heritage of this area is very rich because Srimanta Sankardev, the great saint of Assamese culture and literature was born in this place. So the name of our college is after the name of the great saint Jagat Guru Sri Sri Sankardev. Batadraba is a holy place of Assam, the name of this place is known to all Assamese people, and it is our pride. Though the place has been very important for last 550 years, no higher educational institution was established till 1990. Some well wishers of this area and educationists established this institution in 1989 and thereafter it has been running till today imparting higher education to the families surrounding the institution. The women education to the marginalized families of the surrounding area was very pathetic and there was not proper higher education for girls. After the college was established, the college has been trying its best to fulfill the vision and mission of the college.

Vision and Mission statement

Vision:

To be the leading educational institution in the region, focusing on the academic, physical and mental growth of the economically backward sections of the society by providing quality education as well as maintaining communal harmony.

Mission:

- To offer quality higher education to the rural area students
- To provide special attention to the girls and marginalized section of the society.
- To provide an opportunity to rural area students to face all the challenges of a competitive world.

Participation of teachers in management and decision making:

- In addition to teaching responsibilities, teachers play an important role in the management and taking various decision in making policies.
- Teachers take part in making institutional policies through teachers' unit , through their representatives in the governing body, building/ construction committee, purchase committee of the college.
- Besides there are committees like Academic Council, Admission Committee, Examination Committee, Library Committee through which teachers take decision related to teaching- learning

innovation and other academic priorities, examination policies, library improvement policy, criteria in admission processes of the institution.

- The students through their representatives in the students union take important role in the corporate life of the college.
- The office staff also takes part in decision making in different aspects in the college through their representatives in governing body and other committees.

For the smooth functioning of the institution various cells/committees are formed. A few of the committees are –

- Teachers' Unit/Staff Council
- Student Union Body
- Anti Ragging Committee
- Anti Sexual Harassment Committee
- Internal Complaints Committee
- Alumni Association

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

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

Response:

The organizational structure of the college has well defined and consisted of governing body, principal, co-ordinator of IQAC and faculty members, non-teaching staff and student union body members. The principal is the academic and administrative head of the institution who provides leadership and guidance in planning, organization and execution of all programmes with the active support and participation of the faculty and non-teaching staff members. The governing body of the college which meets several times in a year to discuss issues relating to finance, infrastructure, faculty recruitment and the matters related to the overall development of the college.

The principal is assisted by the Head of Departments (HoDs), the whole staff council (all teaching faculty), non- teaching staff which comprises of senior assistants and junior office assistants and other members of the institution.

The head of the departments regulate the departmental activities and regularly discuss issues and concerns relating to curricular and extra-curricular activities. The staff council meetings are held regularly for the effective planning and implementation of programmes like teaching-learning, academic, administration, curricular and extra-curricular activities.

The college has a well defined organizational structure in the administrative staff also. Hierarchy of staff, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism are defined as per the rules of Gauhati University and Directorate of Higher Education, Kahilipara, Assam. Service rules, promotion policies are followed by the service rules as per Assam Government Rules. The teaching and non-teaching faculty has the benefits of NPS, Casual Leaves, Medical Leaves, Earned Leaves, Maternity Leaves and Child Care Leaves (CCL).

The Internal Quality Assurance cell functions as a coordinating body and monitoring cell in overall development of the college. The IQAC looks after the substance and enhancement of the academic inputs and outputs. The IQAC plays an important role for monitoring the internal quality of the institution.

The authority has some strategies to develop in all round of the college. The authority calls the respective institutional bodies and discussing thoroughly make some strategies or plans to be executed. For smooth functioning of the college - academic and administrative, some in-house committees are formed.

In-house Committees: Various committees are formed for planning, preparation and execution of academic, administrative and extra-curricular purposes. Each committee consists of the convener and its members with student's representation. These committees have been constituted with the help of student union body members to manage activities and functions of the college in a decentralized manner.

Some of the major Committees are:

- Academic Council
- Examination Committee
- Library Committee
- Purchase Committee
- Admission Committee
- The Anti Ragging Committee
- Grievance Redressal Committee
- Internal Complaint Committee
- Anti Sexual Harassment committee
- Women Cell

The objectives of these committees are to ensure that no violation of rules take place within the college and work towards addressing and setting grievances if any and to make the college an excellent higher educational institution.

File Description	Document
Upload Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

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

4. Examination

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies**6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff****Response:**

The employees are the resource of the institution. If the employees are satisfied in their work place, they can make the institution an excellent one. But if the employees do not get facilities from the institution, they are unable to provide their best services towards the institution. Batadraba Sri Sri Sankardev College was provincialised in 2013 and before provincialisation it had to manage all the expenditure from the college internal fund. After the provincialisation, many of the employees' posts have been undertaken by the government but till date a few posts remain left to be undertaken by the government. The institution has been trying its level best to provide facilities to its employees. The management takes every necessary step in its level to satisfy the employees of the institution.

Some of the initiatives towards the welfare of the staff and faculties are -

- Separate departments are provided to all the departments with minimum facilities of furniture recently.
- The institution has been providing salary to both teaching and non-teaching staff from the college fund who are not getting government salary.
- The institution provides financial assistant to the employees when they are in some special need such as serious illness, accidental cases, marriage ceremony, death of some relatives etc.
- Leave facilities are provided such as Maternity Leave (6 months) Child-Care Leave (2 years), Casual Leave, Duty Leave, Study Leave, Earned Leave, Medical Leave etc.
- Leave Encashment is provided to the employees after retirement from the service.
- Provision for Duty Leave for attending meetings, seminars, workshops and conferences for professional development purposes.
- Canteen and drinking water facilities is available to all employees.
- **Loan facilities from the self-help "Sanchayan" group:** There is a self-help group, 'Sanchayan' by the employees of the college. The sanchayan provides loan facilities to the employees with minimum rate of interest when the employees are in need.

- The employees help their colleagues/fraternity of the college in the hour of need providing financial assistance by fund raising among themselves.
- Employees are provided with appraisal letters for their constant and continuous services for the upliftment of the institution.
- PBAS format is used for promotion of the teachers after verifying the duty and performance of the teachers.
- The employees are provided special parking places for their own vehicles.
- The retired/going to be retired faculties are gifted with some memorable things after arrangement of feasting in some special restaurant.
- The non-teaching staff are provided with the facility of visiting some heritage sites/historical places/national park etc. yearly by the college authority.

File Description	Document
Upload Additional information	View Document

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

Response: 59.34

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

2021-22	2020-21	2019-20	2018-19	2017-18
11	24	04	13	02

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

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

Response: 85.34**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
29	26	34	03	07

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

2021-22	2020-21	2019-20	2018-19	2017-18
05	05	05	05	05

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

6.4 Financial Management and Resource Mobilization**6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)****Response:**

The Institution has a comprehensive resource of mobilization and utilization policy and procedure as follows –

Mobilization of Fund:

- The Institution seeks to mobilize government grants for infrastructure and resource development to concern authorities as Assam State Government, UGC, Local Public Representative etc.
- The Institution seeks MLA ADS grants for betterment of the institution
- The Institution seeds fund from its agricultural land.
- The Institution solicits fund from its Fisheries.

- The institution collects nominal fees students' admission.

Mobilization and Utilization of Space:

- The college space is fully utilized with proper planning. The unused and old cycle stand has been set up as college canteen.
- The college auditorium is used for special classes/ remedial classes/ exam hall whenever it is required.
- One big fishery, “Amrit Sarovar” is dug in unused space of agricultural land under government scheme.
- College premise is used for conducting various state government examinations.
- The college premise is used to conduct government and different organization's meeting.
- The college premise was used as Quarantine Centre during Covid-19 Pandemic.
- The college's unused space is converted to agricultural land.
- The college's field is used by the neighbouring children and youth for games and sports.

The Institution Conducts Internal and External Financial Audits Regularly:

- Batadraba Sri Sri Sankardev College has a mechanism for both internal and external audits regarding all the financial activities carried out in the institution every year. The books of Accounts such as Cash Books, Pass Books and the supporting documents are subjected to both internal and external audit. The expenses made for various heads are recorded properly with bills, vouchers and supporting documents. The income and expenditure are subjected to regular internal and external audit.
- The governing body appoints internal auditors. The auditors make audit every year after verifying all the supporting documents related to income and expenditure. After the audit is done by the internal auditors, the audit report is placed at the meeting of governing body and when the audit is passed in the meeting, the audit is accepted for external audit. The external audit has been conducted by registered Chartered Accountants from time to time. C.A. prepares audit report showing the total income and expenditure different head wise.
- The college has audited its income and expenditure by the government auditors as per government instruction upto financial year 2015-16.

File Description	Document
Upload Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Various quality parameters that are mandatory for NAAC A&A process are being initiated through IQAC. The IQAC has contributed in many ways for institutionalizing the quality assurance strategies and processes. The IQAC actively coordinates with the office of the principal and all round academic activities of the college.

- **IQAC Registers:** The IQAC has contributed in keeping all departmental activities in a systematic way by providing Activity Record Register to each department. The faculties of each department are provided with Log Book/ Teachers Diary for maintaining their class records/academic activities.
- **Alumni Association Formation:** The IQAC had taken a great initiative to celebrate Silver Jubilee of the college and played the key rule in formation of Alumni Association to make a bonding of the alumni with their alma mater. The IQAC took the major rule in celebrating the Jubilee where alumni were a part of it.
- **Basic Knowledge Test:** The IQAC conducted the Basic Knowledge Test amongst the students of all departments to evaluate the basic knowledge of the students acquired from primary level. This test comprises all the departments and the faculties of each department cooperate in evaluating the basic knowledge of the students.
- **Annual Newsletter:** The IQAC has taken the initiative to publish the newsletter of the college yearly covering all the academic and other co-curricular activities performed by the departments.
- **Academic Calendar:** Academic Calendar is published annually by IQAC and displayed in the college website.
- **Digital Initiative:** IQAC has taken initiative for student online admission, paperless communication among faculties, officials through whatsapp groups.
- **Institutional Collaboration:** IQAC has taken initiative to collaborate with various institutions for student and faculty exchange programmes through MoUs.
- **Quality Audits:** IQAC initiates to undertake energy audit, green audit and monitors them.
- **Power Save Power Produced Campaign:** IQAC has taken an initiative to save power by consuming less and it has made a motto on this- “one unit power saved, one unit produced”. So all the students, teachers and officials take necessary steps to save power and not to misuse it.
- **FDP, Workshop, Seminar Organizing:** IQAC takes initiatives in organizing various FDP, Workshop, Seminar in different areas comprising all departments. IQAC conducts various programmes for the welfare of students along with teaching and non-teaching staff.
- **Environmental Program:** IQAC initiates some activities in relation to green environment in the college premises. Plantation Drive is carried out in and outside of the college campus for making

the environment green.

- **Students' Appraisal:** IQAC takes initiative in encouraging the various departments after declaration of the final results of the students and analyzing the results to give awards to the brilliantly successful candidates. It also reviews the progress of course and encourages the departmental faculties to complete the course in stipulated time. The IQAC coordinator actively engaged in all departmental whatsapp group and reviews the academic guidelines/notes provided by the faculties in their concerned group.
- **Induction Programme:** The IQAC conducts Students' Induction Programme in the beginning of session. It reviews academic classes and make the students attend the classes.

File Description	Document
Upload Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

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

Response: C. Any 2 of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

- Batadraba Sri Sri Sankardev College was established with a view to fulfill the need of a higher educational institution in this rural area. Since its inception, the institution has been providing quality education to the students coming from the neighboring areas. The institution is keen towards strong gender sensitivity and provides equal opportunities to all genders irrespective of caste and creed. At present, there are six female and nine male faculty members and 394 female students and 201 male students.
- Secured environment is an essential precondition for quality education. Keeping this in mind, the college is keen regarding safety and security of the girl students and women faculties. The entire campus is covered under CCTV surveillance. It helps the authorities to track every undesirable incident to take necessary action. The college campus is fully covered with sufficient light. Night patrolling is done by night chowkidar. Separate lavatories are available for male and female students.
- The college has Anti-Sexual Harassment committee to take necessary action on sensitive issues. The staff members strive to solve all kinds of problems both academic and personal of the students. The college organizes lecture programmes to create legal awareness on gender issue and special attention is given to the girl students. The college has common rooms for the girls. To eliminate the scourge of ragging, an Anti-Ragging Committee with representation of both male and female members exist to help the students in distress owing to this menace. Anti-ragging posters have also been displayed to convey the unacceptability of this evil in the institution. Awareness talks are organised to acquaint the students with gender based violations and remedies available for redressal. The college shows zero tolerance in cases involving eve-teasing or indecency towards female staff or girls.
- India is well-known for its festivals and cultural diversity. The college is keen to make students aware about the important festivals and commemorative days of both national and international importance. Among the national days, the college observes the Independence Day of India (15th August). Initiating the ceremony with flag hoisting and concluding it with National Anthem invoke respect for national symbols among students. It is an opportunity to pay homage to the great heroes and heroines of India's independence.
- The Republic Day (26th January) is celebrated every year as mark of respect for the constitution. The birthday of Dr. Sarvapalli Radhakrishnan (5th September) is celebrated each year as Teacher's Day wherein the students greet their teachers and arrange a treat and cultural programme for them as a token of gratitude. National Voters' Day is celebrated every year on January 25 to encourage young voters to take part in the democratic process.

The college observes the following International Commemorative Days-

- International Mother Language Day-21 February.
- International Women's Day- 8th March

- World Poetry Day - 21st March
- World Environment Day- 5 June.
- International Yoga Day- 21 June.
- World AIDS Day- 1 December.
- Human Rights Day- 10 December.
- World Arabic Language Day-18 December

File Description	Document
Upload Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

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

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

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

Response:

- Batadraba is the birth place of Mahapurush Sankaradeva who was one of the renowned saints of the Bhakti Movement of India and the founder of Neo-Vaisnavism in Assam. The college was established in the name of the Saint and we feel proud to be member of this institution.
- Most of the students taking admission in the college are local and belong to the nearby villages. As per government rules, the admission process is carried out. Soon after the admission process is over, the students are being tried to make aware of the rules and regulations of the institution through the induction programmes. Some of the rules and regulations of the institution along with some values relating to environmental awareness, social harmony, unity and brotherhood are displayed in the flex boards in the college campus.
- To promote cultural heritage and social harmony, the college has been observing regional, national, international days of importance. The Tithi (Death Anniversary) of Mahapurush Sankaradev in the month of Bhadra (August-September) is an important day of celebration. It is observed with traditional rites and rituals since its inception. The day is celebrated in the presence of the Bhakats (followers of the Saint), the students, teachers and employees of the institution. Besides, the Fateha-E-Duwaz Daham (the Birth and Death Anniversary of Hazrat Muhammad S.A.W) is observed every year with great enthusiasm. As the college belongs to the rural background, these activities have a very positive impact on the society's cultural and communal thoughts directly.
- The college celebrates Saraswati Puja, Kalaguru Bishnu Rabha Divas (20th June), organizes awareness programme on 'Swacchata' in and outside the campus. The College organized Ras Lila in which all religious students participated with enthusiasm. The College organizes workshop on proper pronunciation and uses of regional languages and also conducts certificate course on proper use of regional language. The college observes various days and in relevant days put emphasis on values, rights, duties and responsibility of citizens for the students and faculty members.
- As a duty towards the needy one, the college employees and students extend their helping hands to the person who come to college seeking help. The students and employees also help the flood victimized people, divyangjan and other distressed people. The college organises blood donation camp and donate blood to the other citizens as a social responsibilities.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

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

Response:

Best Practices I

Title of the Practice: *Greater Batadraba Clean, Make It Green.*

Prime objective of the practice:

Batadraba Sri Sri Sankardev College is the only institution of higher education in this area. As an

institution of higher education, it is the duty to keep the environment clean and green. One of the best ways to contribute in creating an eco-friendly environment is to plant more and more trees. Besides, it is very important to keep our surroundings clean.

Specific objectives:

1. To bring the unused land under plantation.
2. Try to keep environment balanced through tree plantation.
3. To create awareness among the students and neighbourhood community on plantation and cleanliness.
4. Institutional accountability towards society.

The Context: People are destroying forest for a number of reasons. The loss of plants and trees is a major environmental issue. People cut and use trees for various purposes. Many trees have been destroyed for some governmental projects. The undergoing construction of four-lane highway from Nagaon to Dhing is an example of the loss of plants and trees in large scale. Therefore, the college has decided to take a year long programme entitled ‘Greater Batadraba Clean, Make It Green.

The Practice: The college has total 45 bighas of land out of which 30 bighas of land is available for agriculture. The remaining area of land is used for construction works and plantation. The entrance is beautifully decorated with the green landscaping with pleasant trees. Two gardens have been erected in the college campus with many plants and some of the plants have got medicinal value. Some fruits trees like Mango, Guava, Jackfruit, Leechi, Coconut, Plum etc. have been planted. Besides plantation, cleanliness programme is done frequently in the college campus. The use of plastic is prohibited in the college campus. These programmes of plantation and cleanliness were not kept confined within the college campus only; these programmes were executed beyond the campus covering neighbouring areas and market place.

Evidence of success:

- The programme was inaugurated on 10th February 2022 in association with the NSS Unit of the college and ENS Unit.
- The college took a programme of plantation on 21 February 2022 in association with “Upaban Unnayan Samittee”.
- In continuance of the programme, plantation was carried out in the college campus on 20th May 2022. Some students of the college brought the plants and planted them.
- In connection with the World Environment Day, a day-long programme of plantation was carried out.
- Along with the plantation, cleanliness programme were carried out in and outside the campus.
- In connection with the “Azadi Ka Amrit Mahotsav” an Institutional Plantation Programme was taken from 15 July to 15 August 2022.

Problems Encountered and Resource Required: It is usual to face some common problems at the time of execution of such activities. The problems or challenges encountered in taking up such activities are time constraint and inadequate fund. The hectic academic schedule makes it difficult to take up and follow up such activities. Another challenge for undertaking such activities is inadequate fund.

Best Practices II

Title of the Practice: *Publication of Annual News Letter*

Batadraba Sri Sri Sankardev College is a premier institution of higher education in the greater Batadraba area. Being an institution of higher learning, the college is bound to cater for the need of the students. The college gives equal importance to both curricular and co-curricular activities. Different programmes and activities are held all the year round. To keep all these activities in record, the college has decided to publish an annual report covering all creative innovative and academic life of the college. The result was the Annual Newsletter of the College.

Objectives:

The prime objective of the publication of the Annual Newsletter is to keep all the programmes and activities of the college in record. It is like a mirror that reflects different academic and co-curricular activities of the institution. It communicates with stakeholders, both internal and external, keeps readers informed of the institution's progress.

The Context: The need of a newsletter for a higher institution is immense. But to publish it annually covering all aspects of academic and co-curricular activities is challenging. It takes time, energy, attention and fund. In this digital age and so many other avenues of communication available to us, it seems that a newsletter is outdated and irrelevant. But the importance of preserving the activities of the institution in printed form can no way be ignored. So, the college has decided to publish the newsletter with the initiative of the department of English in association with IQAC of the college.

The Practice: The college celebrates many days of importance and observes many occasions. There are different activities around the year. The college celebrates the Independence Day, Republic Day, Tithi (Death Anniversary) of Mahapurush Srimanta Sankardev, Saraswati Puja, World Environment Day etc. every year. In addition to these, various departments celebrate some important days themselves. Arabic department observes Arabic Language Day, Bir Chilarai Divas is celebrated by History department. International Mother Language Day is organised jointly by the department of Assamese and the department of English. The Women Cell observes International Women's Day. Both the Assamese and English departments organise World Poetry Day. The department of Political Science observes Human Rights Day on 10th December every year.

Evidence of Success: The publication of the Annual Newsletter is the first attempt in the history of the college. It was published by the faculties of English in association with IQAC of the college. The newsletter covers almost all the events, activities and other academic records of the college and it can be considered to be an important document for the present and future as well.

Problems Encountered and Resource Required: Any practice needs time and money. The publication of the newsletter also requires a lot of time. It is because of the busy academic schedule. Mobilisation of fund is also a great problem.

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

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

Response:

The majority of the people of greater Batadraba region whose livelihood depends on agriculture is basically economically backward and underdeveloped in the field of education. Poverty, ignorances, superstition, low literacy are some of the major factor that act as barriers to education in this area. Gender discrimination, child marriage and religious orthodoxy bars to the route of girls education. The objective of Batadraba Sri Sri Sankardev College is to promote and expand higher education by eradicating these social evils since its inception.

Batadraba Sri Sri Sankardev College is the only higher educational institution established in the year 1989 in the glowing memory of Mahapurush Srimanta Sankardev that provides education to the students of neighbourhood communities and most of them are economically backward minority students residing on the North and West bank of char area of the mighty river Brahmaputra. Girls from poor families have passed Bachelor of Arts at very low cost and brought smiles to the faces of their poor parents.

Gender discrimination, child marriage and religious orthodoxy bars the route to girls education and the guardians do not allow their girl child to go to far off places for higher education. The institution has taken various counseling programmes and door to door visits to create awareness among the people. The number of girls' enrollment was negligible compared to boys at the beginning. But by the strong efforts of the college authority as well as by the faculty of the institution, it has been able to enroll more girl students every year.

The examination results data show that until 2000, the pass rate of boys was higher than that of girls, but from 2001 onwards girls started to improve compared to boys. Since 2010, the pass rate of girls has increased to almost double that of boys. It is noteworthy that today almost every household within the area of the college has a graduate girl. This is a significant role of the college.

Those students who come to study in our college, many have been married at an early age according to the old tradition but they start their married lives by working or becoming self-reliant according to the age prescribed for study. Our college has placed a remarkable role in child marriage and birth control through providing higher education at low cost.

Modern society has made arrangements for women to advance equally with men in various fields. The college has adopted the ideology of the society in this regard and provided facilities for enrollment and thereby has taken a strong step towards women empowerment.

Women have special characteristics in terms of dress. Since ancient times, Assamese women have been in

the habit of wearing traditional Mekhela-Chadar by weaving themselves with handmade yarn. It is the traditional dress of Assamese women. This is the dress that our girl students have been wearing as uniforms as directed by the college authority. We can proudly say that our college is only higher educational institution with this unique uniform which has been enriching Assamese tradition. It is also to be proudly said that all female teachers of the college also wear only Mekhela-Chadar and Sarees inside the college campus.

The institution is named after the supreme saint scholar Mahapurush Srimanta Sankardev and influence of Sankardev's ideology can be felt everywhere in the institution. Most of his literary works and manuscripts are kept in the central library. The College celebrates the death anniversary of Sankardev and Saraswati Puja following the tradition of Srimanta Sankardev's 'Naam Dharma'. All events of the college begin with "Borgeet" composed by Srimanta Sankardev and Sri Sri Madhabdev. All the students irrespective of all religion spontaneously take part in all these activities. Above all, the Sri Krishna's 'Raas Lila' performed by the students of all religions in the Silver Jubilee Function carries a message of communal harmony.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The institution takes some steps for the welfare of the institution and all the concerned with the institution. The college was founded with public donations and the founders did hard struggle to continue it from its inception.

- The college has organized two blood donation camps, one in 2013 and the other in 2022. The students and faculties are always motivated to help the society in different ways.
- The college wall magazine '*Ankur*' received special selection award in district level inter college wall magazine competition in 2022.
- The college received the award of '*College with Highest Participation*' in North-East Graduate Congress-2019 held at University of Science & Technology Meghalaya (USTM).
- One month long academic support/classes were given to the neighboring senior secondary schools by the faculties.
- Enrollment Drive is made to feeder schools and guide them academically.
- Some departments produce departmental publication (hand written/printing) at their own expenditure.
- Contributions are always done to the various neighboring organizations who come seeking help to conduct different programs in the area.
- The helpless/poor persons who come seeking help are provided some financial help by the students and faculties.
- The retired teachers are felicitated/gifted by the authority and colleagues.
- The college authority always visits to the house of demise people in the neighboring area and the person attached with the institution.
- The college organizes condolences on the demise of renowned figures of the state and country.

Concluding Remarks :

The Batadraba Sri Sri Sankardev College is a rural based higher educational institution, which has been facing many academic and financial challenges since its inception. Inadequate infrastructure, non recruitment of permanent principal, librarian and teachers after retirement, limited number of faculty and office staff, insufficient financial grants are some of major issues need to be addressed by the authority. Some posts of teaching and non-teachings are yet to be provincialised by the government and they have been serving in the institution with a minimum honorarium provided by the institution.

In spite of all these limitations the college family has tried its best to portray an honest picture of the institution through this Self Study Report. In future the college wishes to educate greater number students from the rural areas so that they become enlightened individuals and thus fulfill the vision and mission of the institution.