YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Government Degree College Santirbazar
• Name of the Head of the institution	Dr. Sanjoy Das
• Designation	Associate Professor
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03823295010
• Mobile No:	9436454287
• Registered e-mail	gdcsantirbazar12@gmail.com
• Alternate e-mail	sanjaydas1966@gmail.com
• Address	Betaga, Santirbazar, South Tripura, Tripura
• City/Town	Santirbazar
• State/UT	Tripura
• Pin Code	799144
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated College
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Tripura University
• Name of the IQAC Coordinator	Sajal Nama
• Phone No.	03823295010
• Alternate phone No.	8731840451
• Mobile	9402570556
• IQAC e-mail address	iqacgdcsbr@gmail.com
• Alternate e-mail address	sajalnamaa@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.santirbazarcollege.ac.in/sites/default/files/AQAR%20-%202020-21_0.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.santirbazarcollege.ac.in/sites/default/files/ACADEMIC%20CALENDER%202021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.72	2022	11/01/2022	10/01/2027

6.Date of Establishment of IQAC	11/01/2018

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DHE (Directorate of Higher Education, Govt. of Tripura)	Office Expense	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	2.37
DHE (Directorate of Higher Education, Govt. of Tripura)	Supply and materials	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	2.00
DHE (Directorate of Higher Education, Govt. of Tripura)	Outsourcing	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	6.1255
DHE (Directorate of Higher Education, Govt. of Tripura)	Guest Lecturer	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	10.2
DHE (Directorate of Higher Education, Govt. of Tripura)	Stipend	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	1.03538
DHE (Directorate of Higher Education, Govt. of Tripura)	Medical	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	0.38
DHE (Directorate of Higher	Minor Work	DHE (Directorate of Higher	2021-22 (Duration 31-03-2022)	0.35

Education, Govt. of Tripura)		Education, Govt. of Tripura)		
DHE (Directorate of Higher Education, Govt. of Tripura)	Travelling Expenses	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	0.1
DHE (Directorate of Higher Education, Govt. of Tripura)	Administrative Work	DHE (Directorate of Higher Education, Govt. of Tripura)	2021-22 (Duration 31-03-2022)	0.25

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	4
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Drinking water facilities (Aquaguard with Cooling system) in the Administrative and Academic Building-I.

2. Canteen facilities for students as well as for faculty members.
3. Extension of Wifi facilities to the Administrative and Academic Building-I.
4. Multi gym facilities.
5. Vertical Extension of Administrative Building for providing Rooms for IQAC, Faculty Members Common room, Examination Cell, RUSA cell, NCC, NSS, Multy gym. A departmental office room is also provided for each department.
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Providing drinking water facility (Aquaguard with Cooling system) for the staff as well as for the students in the Administrative as well all	Two Aquaguard with Cooling system have been installed in the Administrative building and one Aquaguard with Cooling system has been installed in the Academic Building-1.
2. Extension of Wifi facilities to the Administrative and Academic Building-I.	Broad band and wifi facilities have been extended to the first floor of the Administrative Building and to the Academic building-1 as well.
3. Canteen facilities for students as well as for faculty members.	A semi permanent building for canteen has been constructed and an agreement has ben signed with a local Selp-Help group to run the canteen in the college.p
4. Multi gym facilities.	A multi gym facility is provided for the students as well as for the faculty in the administrative building. However, IQAC has suggested to construct a separate fitness centre for the same.
5. Vertical Extension of Administrative Building for providing Rooms for IQAC, Faculty Members Common room, Examination Cell, RUSA cell, NCC, NSS, Multy gym. A departmental office room is also provided for each department.	A Vertical Extension of Administrative Building has been constructed to provide rooms for the Faculty members (common room), Examination Section, NCC, NSS, RUSA and IQAC.

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Teachers' Council, Government Degree College Santirbazar	21/02/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	12/12/2022

15.Multidisciplinary / interdisciplinary

An approach to curriculum integration that focuses primarily on the different disciplines and the diverse perspectives they bring to illustrate a topic, theme, or issue. A multidisciplinary curriculum is one in which the same topic is studied from the viewpoint of more than one discipline. In this context, the curriculum provided by the college is multidisciplinary and interdisciplinary, and it aims to provide holistic education to students. Since the establishment of the college in 2012, the college in its B.A. The program has introduced several subjects like Political Science, History, Education, Philosophy, Bengali, English, and Kokborok, whose curriculum is multidisciplinary and interdisciplinary. It has been immensely helping students get a holistic education in college.

16.Academic bank of credits (ABC):

In the Academic Session 2014-15, our college introduced a Credit-based Six-Semester Degree Programme BA, and it applies to the students enrolled for both BA General and Honours courses, which are regulated by the affiliating Tripura University. An academic year means twelve months consisting of two semesters. The BA programme is three years; hence it consists of six semesters. Such are classified into First year (First and Second Semester), Second year (Third and Fourth semester) and Third year (Fifth and Sixth semester). Again the Semesters are classified into Odd Semesters (First, Third and Fifth and Even Semesters (Second, Fourth and Sixth). The period of the Odd Semesters is in July-December and the Even Semester is in January-June. The Three Years Degree Programme General (TDPG) and Three Years Degree Programme Honours (TDPH) have the following components. Compulsory (Foundation) Course Honours Courses Core (Elective) Courses Soft Study Courses Project Work The total marks of TDPG are 2400 and the TDPH is 2600. About the examination, 20% of marks are allocated to internal evaluation, and 80% of marks are allocated to external evaluation.

17.Skill development:

At present, the college doesn't provide any skill development program. The College has been planning to provide such kind of program, but now, the college doesn't have the required amount of resources to provide courses like Skill Development.

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

The medium of instruction is the language used by the teacher while teaching in the classroom. Teaching the language, or educational content, through the target language increases the amount of learning of students. Hence, the mother tongue or the Indian languages play a vital role in the teaching-learning process in an institution. It is well known that India is a land with diverse languages, and hence the medium of instruction in educational institutions varies from state to state. Tripura, being a Bengali-populated state, our college has adopted the bi-lingual method of teaching, both in English and Bengali as the medium of instruction, which helps in the integration of the Indian knowledge system.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college since its establishment in 2012 has been providing a BA Programme to acquire knowledge with facts and figures concerned with subjects such as English, Bengali, Political Science, History, Education, Philosophy, and Kokborok. It makes us understand the basic concepts, fundamental principles, and various theories in the above-mentioned subjects. Students to realize the importance of Social Science and its significance for the overall development of human values and the message of equality, nationality, and social harmony. It helps students to develop their personality building and interpersonal relationships and provides ample opportunity and platform to make them competitive to choose the right career ahead and pursue their higher education further. Since the inception of the college, several batches have been passed out, and among them, many have pursued their higher education and many are working in both government and private sectors.

20.Distance education/online education:

The college only provides a BA General Programme in regular mode. It doesn't provide any distance or online education.

Extended Profile

1.Programme

1.1	76

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1	**816**
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	**155**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**151**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**15**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**12**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	

4.Institution

4.1 Total number of Classrooms and Seminar halls	**18**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**19.60**
4.3 Total number of computers on campus for academic purposes	**22**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to Tripura University, a central university, and hence it receives the prescribed curriculum from the university. At the beginning of each semester, the faculty members in the respective department make a plan and strategize the delivery of the respective course. Routine is prepared, Annual Calendar is made, the Unit wise question bank is prepared, reference books are selected and study materials provided if required. Guest Lecturers are appointed especially in August in every academic year.

Every semester begins with an induction program to make students familiar with the syllabus. Faculty members generally follow the lecture method of teaching in the class, but efforts are made to diversify the delivery mechanism as per the need of students. Besides the lecture system, faculties too make interactive sessions with students in the classroom, and sometimes they too impart their teaching using ICT tools. Special lecturers are organized by departments by inviting resource persons to have a better understanding of contemporary issues of their respective subjects. Internal Tests comprising both written and viva are conducted regularly and the weaker students are given remedial classes and the advanced learners are guided for further enrichment.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.santirbazarcollege.ac.in/sites/default/files/1.1%20Syllabus%20of%20all%20courses%20TDP%20&%20TDPH.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

As per the university guidelines, internal exams are held in the college from time to time and these are held strictly following the academic calendar. At least, two internal evaluations and a viva/interview are conducted by the college in each semester, and evaluation of the examinees is kept strictly time-bound.

1. The college conducts two internal examinations as per the university guidelines

2. These are generally conducted in August and November (monsoon semester) and February and April (winter semester).

3. The question papers are made by subject teachers of the concerned department.

4. The Examination Committee of the college conducts the examinations by employing all the teachers of the college as invigilators.

5. The viva/interview is generally conducted in November (monsoon semester) and April (winter semester).

6. The evaluation of the internal examinations and the viva/interview is done by the college teachers themselves.

7. The final semester examination generally is conducted in December (monsoon semester) and June (winter session).

8. However, the dates of these examinations are made by Tripura University, the affiliating university.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.santirbazarcollege.ac.in/sites/default/files/ACADEMIC%20CALENDER%202021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college has been teaching some subjects relating to gender, environment, sustainability, and human values. A Foundation course named 'Environmental Studies' is being taught in the 3rd semester, covering various issues of environment and sustainability. This course sensitizes students towards present national and global environmental challenges and possible way-outs to mitigate the dreary impact of those environmental disorders nefarious for human survival. An optional course like 'Human Rights and Gender Studies' is being taught in the 6th semester, which covers several issues relating to human rights and gender studies. Another optional course

named 'Society and Technology' is also being taught in the 6th semester, which teaches many issues relating to human values and contemporary society.

All the faculties consistently focus on Human Values while teaching different topics in their respective curricula. The topics like Human Rights, Civil Society and Good Governance, Secularism, Welfare Policies, etc. are included in the curricula of Political Science, and History and Philosophy. Social Extension activities are also promoted by the college. The NSS unit of the college is engaged in different social activities like Swachhabharat Abhiyan, cleanliness programs, and different awareness programs, etc, which help in spreading human values in society.

The college organizes seminars and lectures, that cover issues like gender equality, exploitation, sexuality, etc. to spread scientific understanding regarding gender politics. Students are also encouraged to take up gender-related issues as topics of individual project work in the sixth semester.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	_View File_

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	_View File_

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	_View File_
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://santirbazarcollege.ac.in/sites/default/files/1.4.2%20-%202021-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

321

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

163

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Different strategies are adopted for slow and advanced learners. Both groups are provided necessary support by our faculty members.

For slow learners, our faculty members take remedial classes and do special discussions with them. They are also provided with suggestive questions and MCQs. The questions of previous years are discussed with them and solved so that they may comprehend the pattern of the university question papers and prepare themselves for the end-semester examinations. They are also encouraged to study in the Common Room to utilize their time in the college in an optimum manner.

The advanced learners are recommended some additional books available online (NLIST) and all the possible questions are discussed with them they are encouraged to prepare the answers to the questions on their own and then required feedback is given for further improvements. They are asked to use the library extensively to satisfy their queries. They are also given various leadership roles while organizing different programs in the college to nurture their talents in the right direction.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
816	15

File Description	Documents
Any additional information	View File

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

Acknowledging student's voices as central to the learning experience, the college makes sincere efforts to gradually deploy student-centric learning methods across all streams. The faculty members of the college use the lecture method of teaching in the classroom and conduct many internal examinations to assess the students. Departments also conduct viva/interviews as part of the internal examination to assess their practical understanding of the

subject. In the 6th semester, students are provided with a topic by faculty members to prepare a project, which varies from social issues to environmental issues. Involvement of the students in NSS, NCC, and the Students' Council helps them to develop problem-solving skills among the students. The college also organizes many programs for students for their joyful learning. They are shown slides, use of the smart classroom, videos, and PPTs, relating to the topics in their syllabus to create interest in them for learning. Resource persons are invited to some programs and they enlighten students and update them on the latest knowledge on that particular topic. Feedback is received from the students to improve the teaching-learning situation.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college acknowledges the need for innovation & creativity in teaching so that the learning experience of the students becomes more comprehensive, sustainable, and contributory to the society at large. Keeping this in view the college has incorporated many creative and innovative methods in its teaching-learning methodology.

1. Classes are arranged in the smart classroom for presenting audio-visual materials to increase the interest and comprehension of students.

2. Special lectures by experts from various fields are arranged by the teachers according to the need of the students.

3. A multipurpose, multi-disciplinary computer laboratory is used extensively to make the students proficient in computer knowledge.

4. The teachers employ experiential learning processes such as taking students to field trips, campus tours, and village tours for their practical learning.

5. To commemorate the great leaders and celebrate important days, students are encouraged to participate in debates, discussions, or

`go on rallies promoting social awareness.`

`6. Some faculty members use PowerPoint presentations for their lectures and Google forms for taking feedbacks.`

`7. The college has also arranged an E-corner facility at Library with four computers for net surfing and making photocopies of study materials.`

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.santirbazarcollege.ac.in/sites/default/files/4.1.3%20%20%20%20-%20%20%202021-22%20GEO-TAG%20%28Number%20of%20Computers%20and%20their%20usages%29.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

7

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

187

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The evaluation of the students is very important to know the efficacy of the entire teaching-learning system. It is an integral

part of teaching and learning. The semester examinations are conducted in the institution on behalf of the university. The question papers of examinations are designed and provided by the university and the answer papers are evaluated at the central level by the examiners appointed from the college faculty members.

Two session examinations are organized every semester as per the guidelines of the university with a weightage of 20 marks in each paper. Continuous multimodal evaluation is conducted for the internal assessments of the students in form of written assessments, oral tests, project writing, Field-Tours, and Site Visits, etc. The followings are the evaluation processes implemented by the institution. Besides, throughout the session, academic performance students are evaluated by the faculty through group discussion, questioning, and participation in the class.

Written Assessment helps the students to improve their writing skills, logical thinking, communication skill, composition skill, etc. Oral Assessment develops communication skills, confidence, and personality among the students. The students of 6th semester are give project writing, which enhance their critical thinking, analytical skill, and collaborative learning skills.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college forms an Examination Committee every year to conduct internal examinations. It looks after all the examination conducted in the college. The teachers of the college invigilate over the examination. The mechanism is reviewed every academic year and the examination committee is suitably altered in the teachers' council meeting to keep it functional, time-bound, transparent, and effective.

The college feels that the primary objective of the Internal Evaluation will falter if we fail to keep the mechanism to deal with examination-related grievances transparent, time-bound and efficient. Hence the college has recently formed a Grievance Redressal Cell, which looks after grievance related to the examination. The cell, however, only comes into question if the

department fails to redress the grievances of the students. The cell is formed in the first meeting of the Teachers' Council at the beginning of every academic session. The names of the members of the cell are put up on the notice board and college website so that the cell remains easily accessible. Additionally, the notice is also being circulated in all the classrooms. The students' council also takes an active role in this regard.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Yes, program outcomes, program-specific outcomes, and course outcomes for all programs offered by the college are stated and displayed on the website.

Program Outcomes

The college communicates the information of all the programs and courses to the students by arranging an induction program. Such Program Outcomes are

1. Critical Thinking: It is the objective analysis and evaluation of an issue to form a judgment.

2. Effective Communications: Speak, read, write and listen clearly and make meaning of the world by connecting people, ideas, books, media, and technology.

3. Social Interaction: A social interaction is an exchange between two or more individuals and is a building block of society.

4. Effective Citizenship: Demonstrate empathetic social concern and equity-centered national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

5. Morality and Ethics: Recognize different value systems including your own, understand the moral dimensions of your decisions, and

accept responsibility for them.

6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

7. Self-Directed and Life-Long Learning: It makes students self-directed human being and continues it as a lifelong learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college has skillfully adopted various methods of measuring program specific outcome of students.

Internal Examination: All departments of the college take two internal examinations in a semester, which enhances the skill of students in building argumentative acumen before the final examination.

Viva-voce: All the department of the college conducts one viva-voce in a semester, which enhances the skill of presentation and nurture students to participate in different quiz and debate competitions.

Project work: As per the syllabus, all the departments of the college take one project work from all the students of the 6th semester, which helps the students to acquire the basic idea of research in academics, and it, enhance the critical thinking abilities of the students.

Seminars: The College organizes national and state-level seminars, workshops, special talks for students, which make them exposed beyond their syllabus.

Special Lecturers: The College organizes special lecturers for students, which covers subjects related to their syllabus and many issues beyond the syllabus too.

Level of attainment: Students passed out from the college take admission in the Master Degree Programme and B.Ed program and many of them profess self-employment and join to work in various private jobs as per their suitability.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

122

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.santirbazarcollege.ac.in/sites/default/files/2.7.1%20Student%20Satisfaction%20Survey%202021-22.pdf

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 year (INR in Lakhs)

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

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

01

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

02

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

An institute of Higher Education is most important in developing the mental and physical strength of the students as well as the surrounding community. As GDC Santirbazar is situated in a rural area, the communities living nearby look up to it for wholesome engagement. The college conducts several interactions with the local community through its NSS and NCC units in the form of Swacch Bharat Abhiyan, Anti-Drugs Awareness, and through the organizing of blood donation camps. Such programmes sensitize the students towards the social evils and inspire them to become active agents of change. The college also observes and celebrates all important days that create a sense of nationalism and patriotism among all the stakeholders. In 2021-2022, the NSS and NSS units organized several programmes in which it interacted with the community living in villages across

Bokafa and Jolaibari. The units carried out surveys in the area. The NSS Unit organized important talks on "Stress Management', "Right to Equality," and "Tobacco Awareness" to sensitize students about their roles and duties as responsible citizens.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.3.3 - 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 organized in collaboration with industry, community and NGOs) during the year

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

11

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

351

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Government Degree College, Santirbazar has adequate teaching-learning resources with a double-storied Academic Building. In total, there are 18 classrooms (each with a seating capacity of 40 students and 70) furnished with teaching aids like boards, teachers' tables, students' desks, wooden spanning ground, etc. for classes of all subjects. Classes are made following a weekly routine for both BA Honours and General courses.

In terms of computing equipment, there are 36 desktop computers, 04 projectors, and 02 Laptops to address the day-to-day requirement of PowerPoint presentation and providing lecture handouts to students. The students use those computers regularly for a computer skill-based course (Foundation), which is prescribed in their syllabus.

Regarding the library, the college has a decent collection of books for regular use by all departments (both students and faculty members) with a basic level of textbooks and a few reference books.

The college has one smart classroom and three ICT-enabled audio-visual presentations, which are often more appealing. This makes a far greater impact on the learning abilities of students and ensures better participation. Thus it offers a variety of opportunities for students to enhance their performance.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution acknowledges the role and significance of sports and cultural activities, and hence the college provides students with a place to organize these activities in the college.

With this objective, the college at the beginning of its academic session forms the cultural and sports sub-committee by the students union of the college which draws a cultural and sports calendar for the academic year. The cultural and sports activities are held according to this calendar.

To build up leadership, governance, and management skills among the students, the cultural subcommittees of the students union play an important role in these cultural and sports activities. The cultural secretary of the students union and the sports and games secretary attend the meetings that are convened to organize these events, and actively participate in the discussion by sharing their opinion.

The college has the basic facilities for sports. It has ample areas where the students engage in outdoor sporting activities like football, volleyball, cricket, etc. There are common rooms for boys and girls, where the students of the college regularly play caroms, ludo, chess, etc. The college is striving hard to arrange for a better ground where students can be entertained more.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

89.67329

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is known as the heart of any academic institution, and hence our college purchases books from time to time as per the funds given by the government. At present, it has a total of 5,413 books. These are most textbooks covering the syllabus of the BA Programme. The college Library is being taken care of by one Library Assistant.

The college library has an automation facility like E-granthalaya, Online Public Access Catalogue (OPAC), and online journals (N-LIST) for both students and teachers. Besides, they can also access online study materials from the National Digital Library, E-pathshala, Directory to Open Online Access Journal, and Online Reservoir of Indian Thesis (Sodhganga), whose links are given on the college

website.

The college library has also made a previous question Bank, which gives immense benefit to students from the examination point of view. The soft copies of question Banks are available on the college website.

The college has also provided four computers (E-Corner) for students in the library to surf and download study materials etc. A Photocopier machine has also been provided in the library, through which students get the service of photocopies of study materials at a subsidized rate.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.059

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

18

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has an IT infrastructure. It has 22 computers for students with a projector facility, three black and white laser printers, one color laser printer, and four digital photocopiers. The college has also the facility of LAN, Wi-Fi, and a 10 Mbps internet connection. The PowerPoint presentation is also used for Foundation courses like Computer Skills, which is taught by the IT faculty of our college. Besides a computer room, the college has a smart classroom, where teachers impart PowerPoint Presentations (PPT) as per the needs of students. At present, the college has started providing Wi-Fi facilities in the college for teachers, students, and the office staff of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

22

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

89.67329

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Sports Facilities: The college possesses a sports ground spanning two acres, equipped for various athletic activities including football, cricket, volleyball, badminton, and basketball. Additionally, indoor games such as carom, ludo, chess, and table tennis are facilitated. A Fitness Centre is also available for

student use. Furthermore, our students actively engage in diverse sports and games at the university level, overseen by the Sports Committee which ensures the upkeep of activities and equipment.

Computing Resources: The college boasts 22 computers designated for student use. Specifically, four computers are allocated within the library's E-Corner section, with an additional one reserved for a smart classroom, three for ICT-enabled classrooms, and ten for student computer laboratories. Attendance records are meticulously maintained to monitor computer usage.

Library Services: The college library endeavors to actively support teaching and learning initiatives by furnishing students with up-to-date knowledge and optimizing available resources. Attendance registers are maintained for both students and teachers, facilitating the lending process. Separate registers are meticulously upheld for book circulation.

Canteen Services: Since its inception, the college has operated a canteen managed by a locally approved vendor. The canteen committee ensures adherence to an approved menu, benefiting both students and faculty. Furthermore, a memorandum of understanding has been established with a local self-help group to oversee canteen operations.

Classroom Infrastructure: The college provides energy-efficient classrooms equipped with adequate seating arrangements, blackboards, teachers' desks, students' desks, lighting, and fans to ensure conducive learning environments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

487

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	`C. Any 2 of the above`

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

28

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

0

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

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 year

5.3.1.1 - 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 year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

At Government Degree College Santirbazar, students play integral roles within diverse committees, fostering active participation in college governance and initiatives. Notably, they contribute to the College Development Committee, instrumental in decision-making concerning the allocation and utilization of the College Development Fund, exclusively designated for academic purposes. Additionally, students are pivotal members of the Prahari Club, dedicated to raising awareness about drug and tobacco usage within the college campus, thus promoting a healthy and conducive learning environment.

Furthermore, students are actively involved in the Annual Sports Committee, overseeing the organization of annual sports events and addressing various sports-related concerns within the college community. Their engagement extends to the Institutional Quality Assurance Cell (IQAC), where they offer valuable insights and suggestions aimed at enhancing academic quality and institutional effectiveness. These multifaceted involvements not only empower students but also underscore their significant contributions to the holistic development and functioning of Government Degree College Santirbazar.

The College Has a student council whichorganizes a Fresher's welcome and also helps students in various ways. Besides, the Student Council organizes various activities to promote the social responsibilities of the students by organizing Blood Donations Camp, extension activities in the neighboring communities, etc.

The Student Council also arranges the celebration of various auspicious days like Teacher's Day, Independence Day, Republic Day Constitution Day, etc. The Student Council also arranges the commemoration of the Birth of various important personalities like Mahatma Gandhi, and Netaji Subhash Ch. Bose, Vivekananda, A.P.J Abdul Kalam. etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The Alumni Association of the college was registered in the year 2020 and since then it organized several activities in the college from time to time. Such programs are blood donation camps road safety programs etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the college is reflective of effective leadership in tune with the vision and mission of the institution

1. Nature of Governance

- The decision-making process of the college is based on the direction of the higher authority with transparency.
- The College is empowered to form committees/sub-committees by generally approving members as recommended by the Teacher Council.
- The Principal-in-charge acts as the head of the college, and encourages all the staff, both teaching and non-teaching for the continuous development of the college.
- The Teacher Council and Sub-committees formed by the Teacher Council advise the Principal on academic and administrative matters. The Meeting of the Teachers' Council is organized regularly.
- The Student Union Council also participates in the overall development process of the college.
- The College provides a homely atmosphere to students and encourages their creativity through involvement and participation in various departmental activities.
- Information relating to transparency is ensured through the availability and accessibility of information through the college website, RTI, etc.
- Financial management and financial transparency are done through the audit.
- All administrative organs of the institution aimed to work with the core values, mission, and vision of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal is the Head of the Office who takes the lead in the governance and management of the college. He consults with the Secretary of the Teachers' Council and the Head Clerk regularly in running the institution. A meeting of the Teachers' Council is arranged regularly to discuss the various affairs of the college with a special emphasis on improving the teaching and learning of the college. Decentralization is the key to democratic administration and hence various subcommittees are made in the Teachers Council. For the smooth running of the college, the whole

system of administration is decentralized. The institution also emphasizes the inclusion of all the employees working at different levels. Participation in the various activities and programs gives them confidence in their abilities and the values to become responsible citizens of the country. The college has constituted many Committees and sub-committees, which execute the plan for the effective functioning of the college by the participation of all the stakeholders. The decentralization and participation of all the stakeholders result in collaboration, unity, and team spirit which helps fulfill the mission and vision of the college.

File Description	Documents
Paste link for additional information	https://www.santirbazarcollege.ac.in/teachers_council
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institutional Strategic Plan

The institution had its strategic plan and these were earlier submitted to the Department of Higher Education, like the introduction of new programs like Science, and Commerce and subjects like Geography, Economics, Hindi, Sanskrit, Physical Education, Sociology, and the introduction of English Honors.

For infrastructural gradation, the college had the plan to build a boundary wall, develop a playground, building of hostels for boys and girls, quarters for staff, and a gymnasium for students.

Status of the Execution

- English Honours to be introduced from the Academic Session 2022-23.
- Construction of the Science Building is completed
- Construction of the Boundary Wall, Cycle Stand, and Basket Ball Court is going on.
- Upgradation of college roads within the college campus has beencompleted.
- Development of the playground is in the process.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

1. Governing Body

The Department of Higher Education, Govt. of Tripura is the highest authority of the college. The principal is the head of the college approved by the aforesaid authority.

2. Administrative setup:

The Principal is the head of the office and the overall administration of the college is run by him with the assistance of the teaching and non-teaching staff of the college.

3. Function of various Bodies

The Principal administers the College as per formulated rules and policy of the Department of Higher Education, Govt. of Tripura, and with co-ordination and advice of various bodies and Teacher council for the effective functioning of the college. The office is supervised by the Head Clerk. The HOD-in-charge of each department looks after their department respectively. The important bodies of the college are:

3.1 Teachers' Council

3.2 Placement Cell

3.3 Internal Quality Assurance Cell

3.4 Academic Committee

3.5 Examination Committee

3.6 Anti-Ragging Committee

3.7 Grievance Redressal Cell

3.8 Cultural Committee

3.9 RUSA Committee

3.10 Lower Purchase Committee

3.11 College Development Committee

3.12 Games & Sports Committee

3.13 Students Council (Election) Committee

3.14 Committee against Sexual Harassment

3.15 Tender Committee

The details relating to appointment and service rules and procedures are attached herewith.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	<u>View File</u>

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The welfare measures for the teaching and non-teaching staff are decided by the State Government by its regulations and policies. However, it gets modified from time to time as per the recommendations of the pay commissions. Following are The welfare measures mentioned below.

- **Salary is made as per the UGC, Pay Commission/Pay Review Committee, and an annual increment and DA is given every year from time to time.**
- **Promotions are made as per the Career Advancement Scheme (CAS) following the guidelines of the UGC/State Government.**
- **The staff of the college have their GPF Account, Group Insurance.**
- **Staff are given advance salary on the occasion of Durga Puja & Id.**
- **The college gives half-pay 20 days Commuted Leave and 12 days Casual Leave to all the staff.**
- **The college also provides a pension, gratuity, and leave salary of 300 days (maximum) to their staff after their retirement.**
- **The college provides maternity leave and Child Care Leave (CCL) for women employees, and 10 days of paternity leave to their employees.**
- **Medical bills are reimbursed for Gazetted employees, and on the other, Group C & D staff are given a monthly medical allowance.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

A performance appraisal is a systematic and periodic process that assesses an individual employee's job performance and productivity. Performance appraisal allows organizations to inform their employees about their rate of growth, their competencies, and their potential. It enables employees to create their individual developmental goals, which help in their personal growth.

Every year, all the teaching faculties of the college maintain their working report according to the work assigned to them along with the Leave statement for each month. In case of any circumstance that causes the assigned work undone, it is immediately recorded in the diary and reported to the principal for further steps. Those diaries are submitted to the Principal for inspection and further strategies are adopted where necessary. The regular process of evaluation and appraisal system improves the working culture of the institution and helps the Principal to provide required support and guidance for better performance. Non-teaching staff is not given any appraisal form but their performance is assessed by the Principal informally by looking at the timely completion of their assigned work appropriately. The Principal directly communicates with the nonteaching staff and gives required feedback for qualitative improvements in their assigned work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Yes, the college conducts internal and external financial audits regularly. The college maintains its cash books and stock registers as per the guidelines received from the department and procedures followed in the Government offices. For this, there is a provision for both Internal and External Audit mechanisms.

Internal Audit

The college accountant prepares an income-expenditure sheet under the guidance of the DDO of the College every month and it goes to the Treasury for passing of those bills. Besides it, each department/section maintains a stock register which includes the records of all kinds of purchases done by the college. The auditing of the stock register of each department is done by teachers.

External Audit

The external audit is done by the Department of Finance, Audit Directorate, and Government of Tripura from time to time in the college. The college follows the codal formalities in procuring the various assets for the college. The lower Purchase Committee (LPC) and RUSA Committee are formed to make decisions relating to purchasing. Recently a committee for GeM and E Tendering has been constituted for making all purchases online.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during

the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Principal and DDO ensure that the fund is utilized for the specific purpose for which it has been obtained. The college has developed an effective system to monitor and supervise the mobilization of the fund. On receipt of any fund, it is recorded in the head-wise appropriate registers. The Principal in consultation with the Lowed Purchase Committee, and RUSA Committee follows the formalities for the utilization of funds. Purchases of items are made through a local cooperative society for petty official expenses. However, the purchase of items having large volume and scale is made from GeM and the E-Tendering process. Respective beneficiaries are added and the payment is made through the Public Finance Management System (PFMS).

During each academic session, the college collects Rs.100/- per student as a development fee to meet any emergency expenditures for the development of the college. A nominal amount of admission fees, games, and sports fees, common room fees, magazine fees, examination fees, and festival fees are collected from students for organizing such activities throughout the whole academic year. The college administration ensures that funds are effectively utilized for the aforesaid purposes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Throughout the academic year 2021-22, the Internal Quality Assurance Cell (IQAC) of Government Degree College, Santirbazar, spearheaded a series of initiatives aimed at enhancing both the academic and physical infrastructure of the institution. These initiatives encompassed diverse areas such as student support services, and infrastructural enhancements. By meticulously planning and executing these initiatives, the IQAC significantly contributed to the overall improvement of the college. Notably, the IQAC successfully fulfilled nearly all proposed endeavors, underscoring its commitment to fostering continuous quality improvement within the academic ecosystem of the college. Through strategic planning, proactive implementation, and diligent monitoring, the IQAC played a pivotal role in elevating the academic standards and physical facilities of Government Degree College, Santirbazar, thus fostering an environment conducive to holistic growth and development. These initiatives encompassed diverse domains such as:

1. Installation of digital displays.
2. Provisioning of drinking water amenities including Aquaguard units with cooling systems within Administrative and Academic Building-I.
3. Establishment of canteen facilities catering to both students and faculty members.
4. Extension of WiFi coverage to Administrative and Academic Building-I.
5. Provision of multi-gym facilities. Additionally, structural enhancements were executed, notably the vertical expansion of the Administrative Building to accommodate requisite infrastructure for the IQAC, a common room for faculty members, an examination cell, a RUSA cell, NCC and NSS facilities, as well as expanded multi-gym amenities. Furthermore, individual departmental office rooms were allocated for enhanced operational efficiency.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Since its inception, IQAC has conducted regular meetings and reviews, strengthening the teaching-learning process, its structure & methodologies of operations, and learning outcomes at periodic intervals in the monthly Teachers'' Council meeting. HODs also convene a departmental meeting to review the teaching-learning process of the concerned department and take the required steps for further improvement. HODs who are also members of the Academic Committee meet with the Principal from time to time to review the areas mentioned above. Feedbacks received from various stakeholders are identified on a priority basis and assigned to concerned officials for its time-bound solution. The periodic internal examinations and remedial classes help in assessing the learning outcomes of students. All the meetings, feedback, and assessments contribute to improving the teaching-learning process in the college, develop some structures and methodologies of operations. As a result of this, departments began to adopt strategies for completing the syllabus in time keeping in mind the need of the advanced and slow learners.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://santirbazarcollege.ac.in/sites/default/files/INSTITUTIONAL%20REPORT%202021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 during the year

The college shows gender sensitivity in providing facilities like Safety and Security and Separate Common Room for both boys and girls.

Safety and Security:

- The college is particularly sensitive about the safety and security of female students and staff.
- To ensure optimum security within the campus, private security guards are appointed around the clock.
- The college has a Grievance and Redressal Cell to look into issues like gender sensitivity. CCTV Cameras are also installed in the college (both in the Academic Block and Administrative Block) for the security of students.

Common room:

- There are separate & well-equipped common rooms for male and female students.
- Efforts are made to equip these common rooms with various indoor games facilities like Caro, Chess, and Ludu, Table Tennis, etc. Male and female washrooms are separate for students and staff, maintained with hygiene and cleanliness.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has the following waste management system.

Solid Waste Management

Government Degree College, Santirbazar, Tripura has an established protocol for managing the disposal of solid waste in an environment and health-friendly manner. Solid waste is divided into three groups namely Biodegradable waste, Non-biodegradable waste, and Biohazards/Toxic waste. These are separately colored-coded bins with proper labeling. No infectious or hospital-borne waste/biohazards is generated in our college. The college has done adequate campaigning through banners and an awareness manual for all.

Compost Unit

The college has installed a compost unit on the campus for the plants in the College. The raw material for the unit usually plants leaf which is collected by the NSS volunteers. After some time it is

converted into compost and it is being used in the college garden.

E-waste management

Reuse is the most eco-friendly and cost-effective method for e-waste disposal. The college has taken a resolution to manage its e-waste into resources by employing an effective management system. The college uses its monitors, keyboards, mouse, and other electronic instruments appropriately and takes its proper care. Being a new college, it has not produced so much e-waste so far.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college is very much concerned with bringing an inclusive environment, which promotes tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities in the institution. Many students get admitted to the college, who belong to a different religion, linguistic community, and socio-economic background.

1. In such a scenario, the college to bring national integrity 'Preamble' and the 'Fundamental Duties' of the Indian Constitution have been displayed in the Administrative Block of the college.

2. In the Holiday list of the college, equal importance is given to all communities (Hindu, Muslim, Buddhist, ST, etc) while giving holidays for observing their respective important festivals.

3. The college celebrates Republic Day and Independence Day with pomp and joy, which promotes national unity in the college.

4. It was further strengthened by the NSS Unit and the NCC Unit of the college by organizing different activities in the college from time to time.

5. While organizing cultural programs in the college, we provide equal space to all students to showcase the cultural activities of their respective communities. As a result, it strengthens cultural harmony in the institution.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Constitution Day is celebrated in India on November 26, every year to commemorate the adoption of the Constitution of India. Constitution Day is also known as the 'Samvidhan Divas'. The Constitution of India is the longest-written constitution of any sovereign country in the world. It also aims to create awareness of Fundamental Duties as enshrined in the Constitution. On this day, our college also organizes Constitution Day to aware of the constitutional obligations, rights, duties, and responsibilities of a citizen.

Every year "National Voters Day" is also celebrated on 25 January to encourage youth to participate in the electoral process. The right to vote is a basic right. Therefore, our college celebrates "National Voters Day" every year on 25 January to spread awareness among the youth so that they can cast their votes for a responsible person and participate in the development of the country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of	**D. Any 1 of the above**

Conduct are organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college always puts effort into making students responsible accountable citizens and it encourages activities that foster greater values of life, such as love, integrity, solidarity, fraternity, and patriotism within their personalities. Celebrations of National festivals are organized regularly by the college, which inculcates many aforesaid values among the students.

We celebrate our Independence Day each year with sincere respect. The national flag is hoisted by the Principal of the college with great honor. The Republic Day of India is celebrated in the college with earnest sincerity. The celebration starts with the formal hoisting of the National flag by the head of the college along with students.

Teachers' Day in India is celebrated commemorating the birth anniversary of Dr. Sarvepalli Radhakrishnan, the celebrated academician and second President of India. A special program is arranged every year by the students of our college as a tribute to the teachers. Similarly, students also celebrate commemorating the birth anniversary of Subash Chandra Bose and Vivekananda.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

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Best Practice-1

Title: Playing of National Anthem

The National Anthem is a solemn patriotic song that is officially
taken by a country as an expression of national identity. The
National Anthem of India, "Jana Gana Mana", was written by Nobel
Laureate Rabindranath Tagore. The song showcases the national
heritage of India and exhibits patriotism, pride, and national
allegiance. Hence, the National Anthem is played every day in our
college to inculcate patriotism among students.

Best Practice-2

Title: Displaying of Inspiring Quotations

Inspiring and motivational quotes provide us with a quick and timely
burst of wisdom to get our focus back and hence offering inspiration
and motivation is very much needed for the day or occasion. Keeping
in mind, every day, inspiring and motivational quotations are being
displayed in the college. Reading inspirational quotes and
motivational quotes is highly essential, especially for students in
the present competitive educational career. Reading quotes helps
students discover new things by enabling them to educate themselves
in any area of life they are interested in and to do their research
and thinking. It helps them to develop their mind imagination and
their critical thinking.
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File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	[View File]()

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

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The college's vision is to provide higher education in the rural
areas of the state and its mission is to provide quality education
and to empower the rural youth with the capability to sustain
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effectively in the challenging society. In this context, the college has been gradually achieving these goals. For example, the enrolment of students in the college is satisfactory. The graphical presentation of the performance is displayed on the website (http://www.santirbazarcollege.ac.in/home.html). The College is glad that as per the information of the Alumni, after the completion of the UG program in the college, many of the students are also in different jobs, both private and government and many too got jobs during their course in the college.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Government Degree College Santirbazar has devised a strategic plan of action and has made several decisions to implement during the Academic Session 2022-23. These decisions encompass academic and physical infrastructure enhancements. In terms of academics, initiatives include the introduction of an English Honours course and the incorporation of subjects such as Physical Education, Sociology, Economics, and Sanskrit into the curriculum, broadening the educational offerings to meet the diverse needs of students.

Regarding physical infrastructure improvements, the College aims to construct Staff Quarters to accommodate faculty members and a Gymnasium facility for students, fostering their physical well-being and recreational pursuits. Furthermore, there are plans to enhance sports facilities within the college premises by establishing a sports complex, as well as a yoga and fitness center, aiming to promote a comprehensive approach to health and wellness among the college community.