

**The Annual Quality Assurance Report (AQAR)
of the IQAC**

(April 1,2015 to March 31,2016)

**SANKARDEV COLLEGE
BISHNUPUR
SHILLONG- 793004
MEGHALAYA**

Part – A***AQAR for the year*****2015-2016****1. Details of the Institution**

1.1 Name of the Institution

SANKARDEV COLLEGE

1.2 Address Line 1

**SRIMANTA SANKARDEV
CULTURAL CENTRE CAMPUS**

Address Line 2

BISHNUPUR

City/Town

SHILLONG

State

MEGHALAYA

Pin Code

793004

Institution e-mail address

sankardevcollege@gmail.com

Contact Nos.

09436700485/08575080333

Name of the Head of the Institution:

Ms D. DKHAR

Tel. No. with STD Code:

0364-2223604

Mobile:

09436700485 /08575080333

Name of the IQAC Co-ordinator:

Mrs. RIDAPHUN NONGRUM

Mobile:

09436301956

IQAC e-mail address:

iqacskdcol@gmail.com

1.3 NAAC Track ID

MLCOGN 13478

1.4 NAAC Executive Committee No. & Date:

EC(SC)/11/A&A/32.2 dated Jan19,2016

1.5 Website address:

www.sankardevcollege.com

Web-link of the AQAR:

<http://sankardevcollege.com/iqac/aqar>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.33	2007	5 Years
2	2 nd Cycle	B	2.55	2015	5 Years

1.7 Date of Establishment of IQAC:

08/12/2008

1.8 AQAR for the year

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

i. AQAR 2015-16 (20/10/2016)

1.10 Institutional Status

University State Central Deemed Private Affiliated College Yes NoConstituent College Yes NoAutonomous college of UGC Yes NoRegulatory Agency approved Institution Yes No Type of Institution Co-education Men Women Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

**CERTIFICATE COURSE ON KHASI TRADITIONAL MUSIC /
SKILL COURSES ON ZARDOZI CRAFT AND EMBROIDERY
/MANUFACTURE OF SOUVENIRS USING POP**

1.12 Name of the Affiliating University (for the Colleges)

NORTH EASTERN HILL UNIVERSITY

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University **No**

University with Potential for Excellence **No**

UGC-CPE **No**

DST Star Scheme **No**

UGC-CE **No**

UGC-Special Assistance Programme **No**

DST-FIST **No**

UGC-Innovative PG programmes **No**

Any other (Specify) **No**

UGC-COP Programmes **No**

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of Students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff /Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year?

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- The IQAC meets regularly to discuss on means and ways of improving the overall environment in the College
- Plans and coordinates programs such as the college week, etc
- Plans and organises seminars conferences and workshops in collaboration with the different Depts. of the college and the various Committees
- Have interactions with parents and alumni for feedback and redressal mechanisms if any
- Holds regular discussions with the heads of depts. with regards to their overall annual performance

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

enhancement and the outcome achieved

Plan of Action	Achievements
<ul style="list-style-type: none"> • Preparation for Reassessment and Reaccreditation by the NAAC, Bangalore. • To continue with the Remedial Course and the Students Adoption Programme. • To submit proposals to UGC seeking financial Grants for the development of the College Infrastructure. • To submit Proposals seeking financial aid to different funding agencies for the conduct of Seminars, workshops etc. • To organize/ conduct at least two workshops or seminars. • To strengthen the Career Counselling and Placement Cell, Alumni Committee and the Parents Teachers Association. • To organize faculty development programs. • To organize inter collegiate competitions. • To encourage students to initiate a Students Club for different outreach programs and other college activities. • To continue with the popular talks, field trips etc for the students. 	<ul style="list-style-type: none"> • Completed • Practise continues and has greatly benefitted the students. Close monitoring and evaluation by mentor teachers • Proposals submitted and allocation awaited • Proposals submitted to UGC and to the State Govt. for collaborative events. • Completed and the topical discussions have greatly benefitted the participants. • Have successfully conducted programs on these subjects which have also been very well received by stakeholders • Completed • Proposals submitted • Completed and the extension activities continues to be pursued by the Students Club. • Completed

* Annexure I

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Whatever plans of action that has been listed in the AQAR, the Statutory Body has incorporated these in their agenda for action. Based on the suggestions and views of the IQAC on a range of relevant issues, the Statutory Body has been very forthcoming in responding to them and taking appropriate action.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	2	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	1 (KTM)	1(Livelihood Skill Development)	2	1(Livelihood Skill Development)
Others	-	-	-	-
Total	3	1	2	1

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option (√) / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	-
Annual	2

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

(Analysis Annexure II)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes, Sociology. Philosophy has been upgraded to Honours subject. Both have been granted affiliation by the University.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	53	25	28	-	

2.2 No. of permanent faculty with Ph.D.

17

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
4	4	-	-	-	-	-	-	4	4

2.4 No. of Guest faculty

07

Visiting faculty

-

Temporary faculty

06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	College
Attended	11	42		3
Presented papers	8	15	1	
Resource Persons				

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of ICT, Field Visits, Project work, seminars etc.

2.7 Total No. of actual teaching days during this academic year

253

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Conducted by affiliating University

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

7

2.10 Average percentage of attendance of students

75% Average

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	241(final year)	-	-	14.93	33.61	48.55
BSc	56(final year)	-	16.07	42.86	1.79	60.71

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

At the beginning of every session, the IQAC holds meeting with the different departments to discuss the different activities (academic/co-curricular) to be taken up. Based on this, a calendar of activities for the academic year is prepared. The departments submit the annual report at the end of the session to the IQAC. These reports reflect the academic progress of the students and the different activities taken up by the department to compliment the curriculum; the outcomes of the same are discussed with the Principal from time to time.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	1
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	8
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	-	-	4
Technical Staff	5	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Meeting with different Depts.
- Intimating the funding Agencies/ procedure for applications.
- Orientation program for the teachers.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2			
Outlay in Rs. Lakhs	1.55+1.4= 2.95			

3.4 Details on research publications

	International	National	Others
Peer Review Journals		1	1
Non-Peer Review Journals	2	1	
e-Journals	1	1	1
Conference proceedings		2	1

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the College	1	College	25,000/-	20,000/-
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
 organized by the institution

Level	International	National	State	University	College
Number	-	2	-	-	-
Sponsoring agencies		UGC			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

-

-

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Tree Plantation at Kyrdemkhla Village, Laitkroh Elaka.
- Visit to Orphanage and old Age home.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (in sq.mts.)	8255.6	-	-	8255.6
Class rooms	45	4	College fund	49
Laboratories	10			
Seminar Halls	-	conference hall	College fund	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		elevator/ 8 persons capacity	College fund	1
Value of the equipment purchased during the year (Rs. in Lakhs)				Rs. 821250/-
Others	1	electronic balance	College fund	2

4.2 Computerization of administration and library

Library computerized. Administration to be computerized with installation of MIS

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	823	4,60,170	144	36,558	967	4,96,728
Reference Books	30	16,890	3	925	33	17,815
e-Books	10	5000			10	5000
Journals	19	44,070	1	2000	20	46,070
e-Journals	10	5000			10	5000
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	35	14	BSNL/	1		3	9	8
Added	-1	-	-	-	-	-1	-	-
Total	36							

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

WiFi Enabled campus in collaboration with Reliance Jio

4.6 Amount spent on maintenance in lakhs (Rs) :

i) ICT	1,95,372/-
ii) Campus Infrastructure and facilities	25,25,891/-
iii) Equipments	2,31,775/-
iv) Others	-
Total :	Rs.19,53,038

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC co-ordinator makes known to the students about the objective of the Students Adoption Program - To provide support to students in need of additional academic mentoring.

5.2 Efforts made by the institution for tracking the progression

Frequent conduct of class tests to evaluate students understanding of the subject. To promote independent learning and research, student's home assignments are mandatory. The assignments are presented at class seminars conducted by the respective departments.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1524			

(b) No. of students outside the state

216

(c) No. of international students

1

	Men		Women													
	No	%	No	%	Last Year			This Year								
	876	57.4	648	42.5	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
					77	05	1431	10	-	1524	67	3	1313	7	-	1394

Demand ratio - Dropout % -

5.4 Details of student support mechanism for coaching for competitive examinations (If any): None

No. of students beneficiaries

-

5.5 No. of students qualified in these examinations

NET

-

SET/SLET

-

GATE

-

CAT

-

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

The College in collaboration with different agencies conduct Career Guidance programs for students as well as on campus recruitment.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIIT	-	-	14

5.8 Details of gender sensitization programmes

At the commencement of every academic session, an orientation program is being held for sensitising the students on the issue. Regular interaction and discussion are also held in classroom settings.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events.

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Debate : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	All ST students(from Meghalaya as well as other North Eastern states)	Figure differs from State to State.(Accurate data not computable)
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

Visit to Orphanages and old Age homes as extension activities.
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5.13 Major grievances of students (if any) redressed:-

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

“FROM DARKNESS TO LIGHT”

The college envisages providing an environment where quality learning, character building and skill development will equip the students to face the challenges and aspirations of a changing world with ability and confidence.

MISSION

- To strive in achieving excellence in education, and to make education a tool of social change for the betterment of the society and the nation.
- To create and promote a learning community, in which all, especially those from the lesser privileged sections of society, get equal exposure.
- To provide an opportunity for the working students to pursue higher education.
- To inculcate a sense of unity and fraternity among the students, taking into account the diverse cultural, economic and social backgrounds they come from.

6.2 Does the Institution has a management Information System

To be installed in the academic session 2016-17

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Not applicable as this is in the domain of the Affiliating University.

6.3.2 Teaching and Learning

Faculty Development Program/ ICT training and skilling

6.3.3 Examination and Evaluation

Assignments, Internal Tests , Presentations, etc.,

6.3.4 Research and Development

Encourage teachers to take up minor and major research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library: cctv installed, books and journal updated annually, book exhibitions, new book racks added.
- lcd projectors installed in more classrooms
- iqac room, conference room, chemistry laboratory, zoology, library extended, Boy's common room, office renovated
- new departmental rooms, new classrooms, class rooms have been

6.3.6 Human Resource Management

- motivational lectures.
- regular interaction between principal and hods on quality improvement.

6.3.7 Faculty and Staff recruitment

As per UGC norms and State Reservation Policy.

6.3.8 Industry Interaction / Collaboration

Could not be pursued due to very few industries operating in the State, and that too, primarily mineral and agro based industries. Scope for collaboration is limited.

6.3.9 Admission of Students

Personal interview and on basis of Marks obtained in qualifying examination

6.4 Welfare schemes for

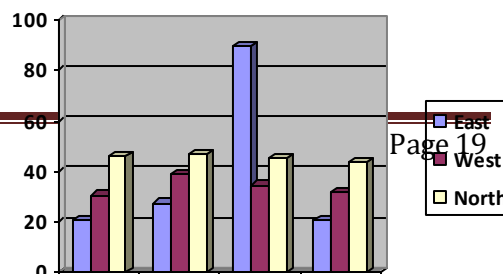
Teaching	Sankardev College Employees Cooperative Mutual Benefit Fund Society Ltd.
Non teaching	Sankardev College Employees Cooperative Mutual Benefit Fund Society Ltd.
Students	Nil

6.5 Total corpus fund generated

Rs. 2,43,20,745/-

6.6 Whether annual financial audit has been done

Yes No



6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	YES-	local examiner, Govt. of Meghalaya	YES	CA

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Semester System introduced with 75 marks as External Exams and 25 marks Internal Exams.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Does Not Apply

6.11 Activities and support from the Alumni Association

Alumni Association is in the process of being registered. The Association partakes in activities of the College such as College Week and Foundation Day.

6.12 Activities and support from the Parent – Teacher Association

Suggestions, feedback, opinions and expectations of the Parents are aired, discuss and deliberated upon in the annual meetings of the PTA.

6.13 Development programmes for support staff

Periodic meetings held with the Principal and Vice Principals, as well as with the Committee in charge of office administration. Delegation of duties and shuffling of responsibilities are decided upon.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Rain water harvesting
- Installation of solar lights in the campus
- Efforts are made for a Plastic free campus

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Motivational Lectures.
- NRLM (School of Livelihood and Rural Development)

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Introduction of Sociology.
- Upgradation of Philosophy Honours.
- NAAC Reaccreditation.
- Pursue RUSA.
- Campus Development.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Students Adoption Programme (*Annexure III*)
- Eco-Friendly Campus – Water Harvesting, Plastic free Campus, tree plantation, green house, external lighting with solar lamps (*Annexure III*).

7.4 Contribution to environmental awareness / protection

- NSS – Tree plantation, Mushroom Cultivation.
- Botanique club.
- Programmes on 5th June World Environment Day.
- Environmental Science Classes.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

STRENGTHS

- Teachers represent the College in the Board of Studies of the University which chalks out the syllabus of the different subjects.
- A team of qualified and dedicated faculty
- Interactive and communicative relationship with the students and with their parents and guardians
- Students from different states of the North East are admitted enriching the academic and socio cultural environment

- Organising of training programs for enhancing vocational opportunities for College students and the adjoining local populace
- Varied and extensive Community Campus activities and extension through the NSS cell.
- Fully Computerised library with adequate number of prescribed books.
- Students Adoption Programme.
- Soft skill development and Career counselling.
- Existence of an elected Students Council for inculcating responsibility cooperation and team work.
- Grooms and mentors leadership qualities amongst all levels of faculty.
- An effective Grievance Redressal cell

WEAKNESS

- Lesser flexibility of subject choice.
- Admission of students from an average to below average academic performance.
- Limited availability of time for research activities during the peak academic session.
- Locational drawback since the college is a little bit away from the city centre.

OPPORTUNITIES

- Skill oriented and skill based courses may be introduced in line with the NSDC and the MSSDC.
- To encourage teachers for undergoing faculty development programs such as pursuance of PhD etc.
- Avail the UGC provisions for Faculty Development Programmes and Minor/Major Research Projects.
- More intensive gender sensitisation awareness campaign.

CHALLENGES

- Introduction of new streams (e.g. Commerce) and other vocational courses.
- Creating more classroom space for introduction of new subjects and vocational courses especially with the commencement of the semester system.
- Teaching students who are drawn mostly from an average to below average academic performance.
- Encourage students to participate in sporting events held for selection to state and national competitions.

8. Plans of the institution for the next year

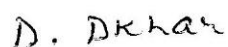
- Installation of the Management Information System whereby all student data, information, etc. will be computed and Integrated with the Smart College Management System. The SCMS will incorporate digital entry with magnetic cards, attendance information via SMS, etc.
- Motivational Lectures for students by experts in different fields

- Theatre Class and drama/presentation workshops
- Waste material utility awareness programme.
- Life skills Course
- Community College.
- Social Extension Activities involving Students Council
- Environmental Audit
- Infrastructure Development (Multiplex), New Class Rooms, Laboratories, improvement of existing facilities
- Alumni Activities and Support.



Signature of the Coordinator, IQAC

Name: R Nongrum



Signature of the Chairperson, IQAC

Name : D Dkhar

Annexure I**CALENDAR FOR 2016 DEGREE (ARTS & SCIENCE)**

MONTH	DATE	DAY	EVENT
January	11	Monday	College re-opens
January	26	Tuesday	Republic Day
February	06	Saturday	End of Winter Vacation
February	09	Tuesday	Commence of University Exams. Degree Arts & Science
February -March			Evaluation of NEHU scripts
February	11	Thursday	2nd Semester classes resume
March	24	Thursday	Holi
March	25	Friday	Good Friday
March	21 - 28	Monday - Monday	2nd Semester Internal Test
April			Evaluation of NEHU scripts continues
April	14	Thursday	Assamese New Years Day
April	21 - May 30	Thursday - Monday	2nd Semester Exams
May	21	Saturday	Buddha Purnima
May			Scrutiny of NEHU scripts
May	3rd and last week	Admission for First Semester (Degree	1st year Arts & Science)
June	1st	Wednesday	Commencement of 3rd Year Degree classes (Arts & Science)
June	05	Sunday	World Environment Day
June	16	Thursday	1st & 3rd Semester classes begin
July	06	Wednesday	Id-UI-Fitre
July	13	Wednesday	Behdeinkhlam
July	17	Sunday	U Tirot Sing Day
July	25-29		Internal Test I for First & Third Semester
August	15	Monday	Independence Day
August	26	Friday	College Week
September	02	Friday	
September	02	Friday	College Foundation Day
September	03	Saturday	Tithi of Sankardev
September	05	Monday	Teacher's Day
September	12	Monday	Id-UI-Zuha (Bakrid)
September	19-23	Monday-Friday	Second Internal Test for First & Third Semester
October	1	Saturday	Commencement of First & Third Semester NEHU Exams
October	02	Sunday	Mahatma Gandhi's Birthday
October	8	Saturday	Puja Vacation
October	15	Saturday	
October	30	Sunday	Diwali
November	10	Thursday	Commencement of 2nd & 4th Semester classes
November	11	Friday	Wangala Festival
November	21	Monday	3rd Year Arts & Science Selection Test begins
November	23	Wednesday	Seng Kut Snem
December	12	Monday	Pa Togan Nengminza Sangma
December	18	Sunday	Death Anniversary of U Soso Tham
December	20	Tuesday	Commencement of Winter Vacation
February	10(2017)	Friday	Resumption of Even Semester classes

Annexure II

Feedback Report 2015

Students

Feedback by students on the overall facets of the Institution is collected by the Grievance and redressal Committee in the form of questionnaires. These questionnaires included different aspects ranging from infrastructure, academics and non-academics. They are then analysed; the complaints, suggestions, etc, are then taken up discussed with the head of the Institution. Minor complaints with regards to toilets, canteen, issuing of Identity Cards were promptly addressed to by the authorities. Suggestions' with regards to soft skill programme, field trips, seminars, etc have been discussed with the faculty members of the different departments. Necessary steps have been taken and every effort is made to ensure an all-round development of the students.

Alumni

On the 7th of November, a meeting with the past pupils of Sankardev College was held in the conference hall of the college. A feedback report provided by the Alumni consisted of some valuable suggestions for the improvement of the college as well as the enhancement of the quality of the economic programs of the college. Some suggested that more seminars, workshops and conference should be conducted to improve the knowledge and personality development of the students. Suggestion for improving the college canteen, toilets and over all cleanliness of college as well as discipline of the college was made. They wanted to see more interaction between the students and the teachers in the college. According to some, Soft Skill programmes conducted in the college have really helped them in developing their personality. The overall performance of the college according to them is highly appreciated and the college is making great progress in the field of education.

Parents

The Parents-Teachers meeting, 2015 was held on 8th October, 2015 at 11.00 AM at the College Hall. It is to be noted that parents/guardians of the students have all along been co-operative and quite positive to the call made by the College Authority from time to time. The College had received quite a number of feedbacks and meaningful suggestions. Some of them are listed below:

- Student's adoption should be conducted every year.
- Inspiring talk arranged in the College about the success achieved by some people by their hard work and merit was truly inspiring.
- Majority of the parents/guardians expressed their appreciation about the College Management on their efforts to make Value Education part and parcel of student life in the College.
- IT or specifically short-term courses like DTP, TALLY, etc were quite helpful for many students.
- Counselling on Social Media and Career Guidance programme which were organized in the College from time to time were highly appreciated by parents and guardians alike.

Annexure III

BEST PRACTICE 1: STUDENTS ADOPTION PROGRAMME

GOAL/THE CONTEXT

The Students Adoption Programme was started in the year 2007. The main aim of this programme is to elevate the students and to understand the different problems and challenges faced by a student. The programme also aims to imbibe upon the student a sense of responsibility, dedication and sincerity.

THE PRACTICE

- The number of students a teacher adopts ranges from 20 to 25 depending on the enrolment.
- Records, such as attendance, test marks or any other problem which may have arose with the student and needed to be solved are kept.
- Counselling provided if a student is found to be or not performing well academically.

EVIDENCE OF SUCCESS

- A closer student-teacher relationship.
- Improvement in academic performance and also attendance percentage.
- Increase in the number of students involved in co-curricular activities.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- Some students tend to shy away and not willing to open up to the teachers.
- The student teacher ratio also seemed to pose a problem for some teachers.
- In some instances, it was not easy for the teachers to counsel the students as they were not trained counsellors.

Annexure III

BEST PRACTICE 2: ECO FRIENDLY CAMPUS

GOAL/THE CONTEXT

Sankardev College is committed to raising environmental responsibility both inside and outside the campus. Different departments have Students Club actively taking part in encouraging environmental consideration in every functional facet of the institution.

THE PRACTICE

- Every year, the college observes 'Environment Day' by planting tree saplings in the campus and adopted villages. Organising activities like painting, essay writing, etc., to create environmental awareness.
- Inside the campus, students and staff are encouraged to avoid the use of plastic carry bags.
- Water harvesting is practiced.
- Cutting down use of paper, internal communication using email/whatsapp etc.
- Solar energy for external lighting.
- Community environmental awareness by different students' Club.

EVIDENCE OF SUCCESS

- Students are involved in all the activities.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- The Institution yet to have a proper Waste Management System.
- Resources required for installing Solar Energy converters.