SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

S. K. ROY COLLEGE

VILL- RANGABAK PART - I, PO / PS - KATLICHERRA, DISTRICT-
HAILAKANDI, STATE- ASSAM, PIN- 788161
788161
https://skroycollege.ac.in/

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

January 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

S. K. Roy College was established in the year 1994. Located at Katlicherra, a place at the southern part of Hailakandi district of Barak Valley (Assam), the College is the single educational institution of its kind within the area stretching between Bhairabi (near Mizoram border) and the outskirts of Lala (the nearest small town to Katlicherra).

The College came into existence in order to facilitate young aspirants of the locality in terms of their graduation studies. The local intelligentsia came together and approached Sri Gautam Roy, the then Minister, Govt. of Assam for his help and support in this endeavour. Accordingly, a Governing Body was formed under the patronage of Sri Gautam Roy, and with Late Ashoke Dutta Gupta as the President, Late Sudhangshu Ranjan Deb as the Secretary and some other distinguished persons as members. In those times, the college had no permanent land, building, teachers and staff, and no grant from the Govt. Fortunately, a bunch of young and dedicated teachers engaged mostly with the local educational institutions, came forward to serve the upcoming College with their free of cost teaching. Sri Diti Bhusan Chakraborty, retired Professor of S. S. College, Hailakandi became the Principal of the College. The College was unanimously named as S. K. Roy College (after late Santosh Kumar Roy, former MLA dedicated to the uplift of Katlicherra constituency). Initially both Higher Secondary 1st Year classes and Degree 1st Year classes were started in the building of Chalmers Memorial Higher Secondary School, Katlicherra. In the mean time, Sri Gautam Roy, the then minister arranged and demarcated some Ceiling Land in Katlicherra area in the name of S. K. Roy College. After about two years, the classes were shifted to the present campus of the College. In 2007 Sri Dipak Kanti Aich became the Principal i/c of the College. In 2009, the higher secondary section of the College was separated and made into an independent institution. In 2014 the Govt. of Assam provincialised majority of the teachers and staff of S. K. Roy College and declared them as govt. employees with effect from 14 August 2013.

Vision

The vision of the *sushil samaj* of Katlicherra, the local intelligentsia, was to start an institution for unhindered educational development of the budding young learners of the locality. Their vision, however, took into account not only the need for academic development and excellence of the area, but also perseverance for seeking the values of life and truth.

The founder visionaries of S. K. Roy College, however, had an understanding of life not limited to social truth alone but it was steeped deep into existential truth. It is precisely this that motivated them to have a mission for their college which would impart academic as well as life education to students of the area.

The motto of the college is "Tamaso Maa Jyotirgamaya", a Sanskrit verse which means 'from darkness to light'. As a reflection of the motto, the college G.B. along with the teaching team endeavours to usher every student from less to more unfolding, better manifestation, and poignant maturity in knowledge and competence.

Mission

The mission of the institution has always been to cater to the educational needs of the students of Katlicherra and its surrounding areas. The initial idea was to materialize a homespun community of learners and teachers, but of course with adequate knowledge and educational sustenance from outside. Despite ups and downs in the evolving of the college and its infrastructure, the governance of the institution has always given its best in the way of effective leadership to continue its mission in an unswerving manner.

The mission of the institution also includes instilling of life values in the hearts of the students. As part of this objective, academic trainings are complimented with nurturing of values of life and truth through institutional practices with students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The College possesses UGC recognition under 2(f) and 12B since 2013.
- The College is an ISO 9001 : 2015 certified institution.
- The College is Permanently Affiliated to Assam University, Silchar since 2010.
- The College has qualified and talented faculty members who are committed towards student welfare.
- The College has a sprawling lush green campus.
- The locality of the College is air-pollution-free and congenial for academic and co-curricular aspects of student life.
- There is an objective mechanism of identification of weak and advanced learners and remedial classes are conducted regularly.
- Being a single stream Arts College, the enrolment of the college is good : 648 enrolled students in the current session of 2022 – 2023
- The College has a very active NSS Cell that performs extension activities in the locality and villages.
- Regular annual submission of institutional data to AISHE portal is done (Institutional Code – C-26449)
- The College has both Dispenser and Vending machine for sanitary pad to be used by the students.
- The College has a big Auditorium.
- The College has a Basketball Court.
- The College has Rainwater Harvesting facility.
- The College also has a Study Centre of the Krishna Kanta Handiqui State Open University. Several Degree programmes like BCA, B.Com, BA and MA are offered by the Study Centre in distance mode.
- Two self-financed courses are run in the College: Diploma in Computer Application (DCA) and Certificate Course in Sewing and Stitching (CCSS).
- The College is submitting SSR for its 1st Cycle of NAAC Accreditation.

Institutional Weakness

- The College is suffering from scarcity of regular teaching and non-teaching staff.
- Most departments are running with only one or two sanctioned faculty members.
- Instructor for Physical Education and Sports is not available.
- The College Central Library does not have sanctioned Librarian, Assistant Librarian and other required staff.
- The College Office has sanctioned Senior Assistant alone; NO Junior Assistant is available.
- There are no sanctioned posts for Office Assistant(s) and/or Computer Assistant(s) in the College.

- Due to scarcity of non-teaching staff, the teachers are usually overburdened with several activities which are expected to be done by non-teaching employees.
- The classrooms in the College are not sufficient to meet the needs of implementing the FYUG curricula prescribed by our affiliating university under NEP 2020 in the academic session of 2023 – 2024.
- The College needs to have a proper Seminar Hall.
- The College does not have a gymnasium to house physical exercise, yoga and meditation sessions.
- The girl students hailing from distant parts like Zamira, Gharmura, Bhairabi always face problems of communication in regularly coming to the College. But there is no hostel for girl students to mitigate the issue.

Institutional Opportunity

- The College can conduct vocational certificate programmes for the students as most students are looking forward to some earning opportunity after their graduation.
- The College can also introduce courses on communication and spoken English to facilitate the students with skills to face competitive exams.
- Installation of solar panels as an alternate source of power can be an opportunity for progress and sustainable development.
- Our College can go for tie-up with the neighbouring Tea Estate and other small farms for students' involvement/engagement in practical skill development and possible placement.
- Our students have a lot of energy and potential. They may be trained to appear for different competitive examinations and be encouraged to take up further higher studies.
- The students can be trained through add-on courses to make them smart, communicative and confident.

Institutional Challenge

- Some girl students persuading UG programmes in our College get married and discontinue their studies.
- Most of the students of the College come from humble background and many of them are first-generation learners. So, the college finds it very difficult to earn resources through the self-financed courses currently running in the institution.
- Since most of the students come from humble family background, they are not aware and conscious of the necessity and value of education in making them fit for the current competitive world of free market system.
- During admission process, the College Authority find it difficult to make the students understand and select subject combinations suitable for them, because most of them do not have any proper plan for post-course-completion stage of their student life.
- A considerable portion of the feeder group of the College hails from areas adjacent to Mizoram border. The tribal students residing in those areas often face border dispute/strife which disturb their flow of life and also affect to some extent the academic pursuit of the College.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

S. K. Roy College, Katlicherra ensures effective curriculum planning and delivery through a well-planned and

documented process. The College prepares Academic Calendar for optimum utilization of the working days, and ensures documented distribution of syllabi amongst departmental faculties for seamless teaching & curriculum implementation. It emphasizes that teachers adhere to Daily Class Routine for timely completion of syllabi. Faculties have undergone FIP/Orientation and Workshops/FDPs/STPs/RCs for effective curriculum planning & implementation. Feedbacks on syllabi/curricula are collected from teachers and forwarded to the affiliating university. Semester-wise, the departments conduct two unit tests to assess students' internal performance on the curricula delivered. Remedial classes are conducted for students who need further guidance on the curriculum already delivered.

The College follows the curriculum prepared by Assam University wherein issues relevant to professional ethics, gender parity, human values, environment and sustainability are dealt with. Moreover, the IQAC of the College along with the various departments organizes health camp, workshops and SDPs from time to time in order to create and enhance awareness of students on vital crosscutting issues related to professional ethics, gender parity, human values, yoga, health & hygiene, environmental sustainability, socio-cultural life, etc.

Teaching-learning and Evaluation

S. K. Roy College always lays stress on student-centric education. It tries to ensure a congenial classroom atmosphere for student participation. It employs various student-centric methods like workshops, online quiz, essay-writing contests, assignments, presentations, outreach programmes, field works, excursions to places of historical importance, co-curricular activities of sports & culture like quiz, debate, extempore speech, recitation, singing, dancing, staging skits & plays, etc. to expose students to experiential and participative learning. College Annual Festival provides students opportunity of enthusiastic participation in indoor & outdoor sports events and the culminating cultural fest. The students participate in problem-solving processes to enhance their adaptability to situations and problems. Through their feedback on class lectures and later their presentations on suitable selected problems delivered out of such lectures, the students participate in problem-solving methodologies.

The College IQAC offers self-financed courses like Diploma in Computer Application (DCA) and Certificate Course in Sewing & Stitching (CCSS) for students to gain hands-on experience in the both applications. The IQAC organizes workshops on Soft Skills, Entrepreneurship, Eco-Consciousness & Sustainability, Gender Sensitivity, Rabindra & Nazrul Nritya, etc. to provide students with exposure and experience in the tenets, mechanisms and art of the concerned subjects/aspects.

Since Covid-19 days in 2020, the College teachers have enhanced their use of ICT tools like Google Classroom, Gmail, Google Meet, etc. for online/blended teaching-learning. They have used Smart Classroom for audiovisual experiential teaching-learning.

For transparent Internal Assessment process, the College forms academic sessional Examination Committee. The committee follows Assam University rules regarding Internal Assessment and ensures timely conduct of unit tests, evaluation of answer-scripts, publication of results and then addressing issues connected with assessment & marking.

For smooth External Assessment process, the College forms Centre Committee every year which monitors conduct of End Semester Examinations. The College provides mental and moral support to students in issues related with mismatch between performance and result.

The POs & COs for offered programmes/courses are stated & displayed on the College Website. Attainment of POs & COs is evaluated in terms of students' performances in the internal and external examinations.

Research, Innovations and Extension

The teaching _learning ambience and the academic _co-curricular equilibrium form the College ecosystem for innovations and initiatives for creative activities and transfer of knowledge from teachers to students. The ecosystem enables preparation of Academic Calendar, Format for Curriculum Implementation & Syllabus Distribution, Formats for Feedback from students, parents, employer and teachers. The ambience encourages students to come forward and cooperate in matters related to academics & co-curricular activities. The students regularly participate and reflect their talent, skill & creativity in programmes organised by the departments and IQAC. They provide their innovative suggestions for the welfare of College and themselves.

The College classrooms and NSS Unit primarily and self-financed courses like DCA & CCSS act as incubation centres for evolving better possibilities out of students. The IQAC and the departments organize workshops which act as SDPs & FDPs that potentially sustain the ecosystem and rejuvenate our regular incubation centres. The College faculties publish their writings in reputed socio-economic, humanity and language-oriented journals/e-journals and thus contribute to the knowledge repository of the academic arena.

In order to sensitize students & staff towards socio-human-environmental & national issues, the College organizes various extension activities like Blood Donation Camps, Sapling Plantation Drives, College Rally during Annual Festival, Har Ghar Tiranga Rally in August, etc. The College collaborates with Govt./non-Govt. organizations & bodies to organize awareness programmes on disaster management and other natural & social issues.

For its regular and active participation in extension works, S. K. Roy College, Katlicherra received several awards and recognitions from various Govt. and govt.-recognized organizations from time to time. For instance, in 2018, Blood Bank, Hailakandi recognized our College as the "Best Educational Institution" of Hailakandi District for organizing voluntary blood donation camps consecutively for 7 years. Student participants from our College twice received winners' certificate from East India Club, Silchar for their excellent performance in Quiz Contests in 2023.

The College continues to render its academic and other socio-cultural services for welfare of our society and nation.

Infrastructure and Learning Resources

Adequacy is a relative term that may hold good at a given point in time, but may not continue to remain so in course of time. S. K. Roy College infrastructure and physical facilities, facilities for cultural & sports activities, etc. include : Auditorium Hall, Faculty Hall, departmental rooms, Office Room, Principal's Room, IQAC Room, NSS Room, Smart Classroom, classrooms, classroom-dias, desks-n-benches, writing boards, smart board, notice boards, tables-n-chairs, computer tables, secretariat tables, TV Set, land phone, biometric machine, photocopy machines, printers, projector, computer sets (including laptops), Wi. Fi routers/ fibre connections, Computer Room, Central Library, room for KKHSOU Study Centre, Canteen, Girls' Common Room, staircases, fans, LED bulbs & tubes, CCTV cameras, fire extinguishers, water filters, reservoirs, water

tanks, microphone boxes, inverters, generator, dustbins, girls' toilets, boys' toilets, staff toilets, Rainwater Harvesting plant, flower garden, basketball court, etc.

The College Central Library houses texts & reference books for all the departments. The Library Development Committee periodically holds meetings and discussions on purchase of new titles for the collection of the Library and overall development of library facilities. Recent automation of the Library with KOHA Software for ILMS has enabled students & staff to avail OPAC facility which saves time for reading/study. N-List subscription is in place for students & staff to access OER repositories.

The College provides students IT facilities with adequate bandwidth. There are **3** computers allotted for students in the Computer Room. At present the College avails **5** fibre connections for online connectivity. The Smart Classroom facilitates digital delivery of teaching-learning process. The automated College Office digitally performs maintenance of all works related to admission, registration, fee submission and scholarship for BPL candidates. There are 2 computer terminals for day-to-day office works.

Student Support and Progression

Student Support through Skill Enhancement

Skills in language & Communication and Soft skills are very important for students to face the present competitive market field. Some of our programmes, however, contain courses that cover Soft Skills. In TDC (CBCS) curricula, soft skills as a paper are included in the ENGSEC-401T Course for 4th Semester students. Language & Communication Skills are included in the ENGAEC-101T and BNGAEC-101T Course(s) for 1st Semester students.

Courses on life skills are also included in various SEC papers of subjects like Economics, History, Philosophy and Political Science. In Economics, life skills required in the sectors like Insurance market and entrepreneurship are included in ECOSEC papers of 5th & 6th Semester(s). In History, life skills studies such as Archaeology and Museology are included in HISSEC-301T Course and 'History of Tourism in India' in HISSEC-501T Course. In Political Science, life skills studies like 'legislative support' is included in PLSSEC-301T, 'public opinion & survey research' in PLSSEC-401T, 'legal literary' in PLSSEC-501T and 'conflict & peace building' in PLSSEC-601T Course(s). In Philosophy, life skills studies like 'logical reasoning' and 'applied ethics' are included in PHPSEC-301T and PHPSEC-401T respectively.

For improving our students' ICT/Computing Skills, the College IQAC runs two specific Self-financed courses namely Diploma in Computer Application (DCA) Certificate Course in Sewing & Stitching (CCSS). DCA Course provides both theoretical & practical knowledge in ICT/Computing. CCSS Courses enhance professional entrepreneurial skills of the students.

Alumni Engagement

The graduated students or alumni of S. K. Roy College, Katlicherra have always kept in touch with us. The concept of an alumni association has been on in our College for quite some time. However, S. K. Roy College Alumni Association officially came into existence on 13/11/2019. The association has applied for registration under Society Registration Act 1960, and the same is still under process.

Governance, Leadership and Management

Decentralized and Participative Governance :

The Governance and Leadership of S. K. Roy College, Katlicherra is in accordance with the vision/mission of the institution. Policies designed & approved by GB are implemented by the Principal and Secretary of the College in consultation with IQAC and different faculties involved with various committees and cells.

The College follows academic policies and curricula designed by the affiliating university from time to time. The IQAC, through its various units, formulates structural designs for smooth running of the academics already in place.

The recent times of the institution have seen Office Automation, construction/renovation of Auditorium, installation of Rainwater Harvesting Plant, Library Automation, etc. Though limited in terms of number of teaching and non-teaching staff, the College is striving to do its best in the field of academic and extension activities like educational tours, student enrichment programmes for practical and experiential learning through visits to industry or estates.

Policies, Administrative Setups, Appointment & Service Rules :

Appointment and Service Rules are as per UGC, and Roster System of Govt. of Assam. Functioning of institutional bodies like College GB, IQAC is transparent and follows the vision and mission of the College.

The College GB consists of President, Secretary, Representatives from University, Teacher, Guardian and Non-teaching Staff . In order that the policies and strategies undertaken by GB are implemented thoroughly, the IQAC plays an important role. The Principal i/c who acts as the Chairman of IQAC, along with the IQAC Coordinator and all sanctioned and non-sanctioned teaching & non-teaching staff together steer forward the activities of IQAC.

Faculty Empowerment Strategies & Performance Appraisal System :

Sanctioned Faculties are entitled for promotion as per guidelines of UGC and Govt. of Assam. They are entitled for various leaves/allowance as per guidance of Govt. of Assam and get the benefits of NPS during their retirement period.

As per GB Resolution No. 10 dated 16-11-2022, a faculty of our College would get an annual amount of INR 1,000/- for works published or for FIP/Orientation/RC/STC/FDP/Seminar/Webinar/Workshop/Symposium, etc. attended. Full-time non-sanctioned staff can avail PF facilities if they so wish.

Institutional Values and Best Practices

S. K. Roy College, Katlicherra maintains gender equity at both behavioural and functional levels. The College organizes workshops and awareness programmes that sensitize students and staff on the issue. The College provides separate toilets for girls & boys and ladies & gents staff, Girls' Common Room with a vending machine for sanitary pads and some disposal bins. Women Empowerment Cell under IQAC runs a 60-Hour Certificate Course in Sewing & Stitching (CCSS) for empowering girls with professional entrepreneurial skills.

In appointing temporary/casual/part-timer staff, the College is impartial, and has appointed a good number of female teachers. Many female teachers hold important & responsible positions in the functioning of the College. A female Coordinator runs our College Study Centre of KKHSOU.

The College celebrates/observes events/days of national/international/regional importance/significance. Such observances/celebrations have considerably developed our students as sensitive and responsible human beings.

The College promotes an inclusive environment that fosters tolerance and harmony among its students and staff. It cultivates an atmosphere that celebrates cultural, regional, linguistic, communal, and socioeconomic diversity, and simultaneously sensitizes its community to their constitutional obligations, values, rights, duties and responsibilities as citizens. For these purposes, the College celebrates Annual Festival, Shaaradotsav, Saraswati Puja, Sirat-un-Nabi Mehfil, Rabindra Jayanti, Nazrul Jayanti, etc. along with observing/commemorating days of regional/national/international significance.

Apart from this, the offered programmes/courses of the College include topics that focus on constitutional values, rights, duties and responsibilities of Indian citizens. The College conducts webinars/seminars/workshops/debates/awareness programmes and campaigns that address social issues and responsibilities and empower students to comprehend the significance of tolerance, empathy and inclusiveness in a pluralistic society. In addition to academic initiatives, the College endeavours to ensure that the campus is a welcoming space for individuals from all backgrounds, irrespective of their cultural, regional, linguistic, communal, or socioeconomic differences.

The College engages in best practices to sensitize its students regarding the discipline of College Uniform which brings a parity and uniformity amongst all students hailing from diverse socioeconomic strata of the society. The College engages in best practices, furthermore, in order to evolve its students in terms of Swachhta and Green Initiatives of the institution.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	S. K. ROY COLLEGE
Address	Vill- Rangabak Part - I, PO / PS - KATLICHERRA, District- Hailakandi, State- Assam, PIN- 788161
City	Hailakandi
State	Assam
Pin	788161
Website	https://skroycollege.ac.in/

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	K. Rajen Singha	03844-285491	9707271071	-	principalskrc1994@gmail.com
IQAC / CIQA coordinator	Udayshankar Chakraborty	-3844285491	9365637137	-	uds.chakraborty@gmail.com

Status of the Institution	
Institution Status	Government and Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Assam	Assam University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	22-06-2011	View Document
12B of UGC	22-06-2011	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill- Rangabak Part - I, PO / PS - KATLICHERRA, District- Hailakandi, State- Assam, PIN- 788161	Rural	5.14	7000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English,	36	Higher Secondary Passed	English	280	260
UG	BA,Bengali,	36	Higher Secondary Passed	Bengali	185	73
UG	BA,Economics,	36	Higher Secondary Passed	English	80	59
UG	BA,Political Science,	36	Higher Secondary Passed	English	255	153
UG	BA,History,	36	Higher Secondary Passed	English	80	62
UG	BA,Persian,	36	Higher Secondary Passed	English	100	98
UG	BA,Philosophy,	36	Higher Secondary Passed	English	100	85

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				11			
Recruited	0	0	0	0	0	0	0	0	7	4	0	11
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				5			
Recruited	0	0	0	0	0	0	0	0	1	4	0	5
Yet to Recruit	0				0				0			

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

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

	Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	5	3	0	8
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	2	1	0	3
UG	0	0	0	0	0	0	0	0	0	0

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

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	1	2	0	3
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	149	0	0	0	149
	Female	136	0	0	0	136
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	36	29	37	20
	Female	51	16	29	18
	Others	0	0	0	0
ST	Male	2	4	6	6
	Female	0	2	5	2
	Others	0	0	0	0
OBC	Male	23	12	11	22
	Female	20	20	16	25
	Others	0	0	0	0
General	Male	70	66	103	76
	Female	80	76	93	63
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		282	225	300	232

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Being a single-stream Arts College, S. K. Roy College, Katlicherra is ready to follow its affiliating university (Assam University, Silchar) for becoming a holistic multidisciplinary institution, for integration of humanities and science with STEM and the district-wise clustering of colleges. The university has brought into effect its 4-basket & 3-cluster curricular structure for Four-Year Undergraduate (FYUG) Programme from the academic session of 2023-24. Prescribed under Assam University curricula, all courses of our college are credit-based. The issue of Value-based Education is addressed through such courses as 2nd Semester slotted 2-credit Environmental Studies (EVS) course in TDC (CBCS)

	Curriculum, and the newly introduced 3-Credit Value-added Courses (VAC) like NSS, Wellness and Yoga, Understanding India in Four-Year Undergraduate (FYUG) Programme under implementation of NEP 2020 by Assam University. The FYUG Programme allows our institution to offer the flexibility of lateral entry-&-exit and multiple entry(s) and multiple exit(s) (MEME) to students after completion of 1st, 2nd and 3rd Year of their undergraduate education. One of the most pressing issues faced by the human society is striking a balance between economical and ecological needs. It is, therefore, the endeavour of our college to engage our students and volunteers of NSS Unit into guided surveys and awareness campaigns amongst students/guardians and local people to know of their volition regarding environmental sustenance and to bring to their knowledge simple daily ways of accomplishing the same.
2. Academic bank of credits (ABC):	Academic Bank of Credit (ABC) process is going on with our college students registering for the same under the name of Assam University, Silchar (our affiliating/parent university). Thus, our college has no direct registration for ABC, but gets our students to register for the same under our parent university. Being affiliated to Assam University, Silchar, our college would be ready to cooperate and follow appropriate measures of the university for seamless collaboration, internationalization of education, joint degrees between Indian and foreign institutions, and to enable credit transfer. The faculties have been urged to attend and they have attended orientations (both online and offline) for preparedness and implementation of NEP 2020. The orientations have greatly enhanced their individual approaches to the same. On 15th July 2021, our college organised a webinar on NEP 2020 for massive participation by faculties as well as students, And, since then, we have sat with students in a number of sessions to discuss the importance and advantages of ABC and encourage them to register for the same.
3. Skill development:	In order to strengthen vocational education and soft skills of our students, the institution organised workshops on Entrepreneurship (05-12-2022) and Soft Skills (07-12-2022) with eminent scholars as Resource Persons in them. Through Workshops/Webinar(s) on value-based education, through annual festival and its sports and cultural

	celebrations, through yoga sessions, etc. students are immersed in physical, mental, intellectual and ethical activities connected with human endeavour. Faculties themselves participate in ethical, spiritual and yoga-&-meditation programmes to enrich themselves and channelize the same spark amongst the students. Moreover, besides the regular and relevant lessons imparted within the scope of subjects such as Political Science, Philosophy, etc., the recently introduced FYUG Programme has enabled the institution now to impart Value-added Courses (VAC) like Wellness and Yoga, Understanding India (UI), NSS, etc. which can definitely enhance positivity amongst the learners and develop their humanistic, ethical, Constitutional and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prema), and non-violence (ahimsa), scientific temper, citizenship values, and even life skills. Under the newly introduced FYUG Programme in the 2023-24 session, future students of 5th Semester will need to undergo internship with industry or firm. Moreover, our College has signed MOU with AMTRON for providing our future students with prospects for diverse skill development. We have organised departmental workshops on skill development, entrepreneurship, soft skills, etc. to sensitise and enhance our young and energetic students in competence and self-employment. We encourage our students to visit nearby Tea Estates and get exposure to practical field of industry and production by interviewing people/workers engaged therein. Companies like IBM, SBI Life Insurance have approached us and conducted sessions for our talented students and guided them regarding career advancement.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our Department of Bengali imparts all its courses/papers in Bengali. The said courses include pieces of literary excellence which reflect Indian culture and tradition. Being a rurally based educational institution, our college is fortunate to have faculties who are naturally adept in teaching in bilingual mode. A large section of our students hails from tea garden and backward communities. In order to fulfill the need of such students, our faculties suitably mix vernacular with English in their delivery in the classrooms, for easy understanding and

	communication between the teacher and the learners. The Cultural Unit of our College frequently organizes programmes that try to showcase and promote Indian languages along with age-old Indian culture and tradition. The Unit conducts various programmes and festivals that reinforce our roots in the ancient Indian ways of spiritual harmony with nature and celebrate the richness of Indian cultural way of unity in diversity.
5. Focus on Outcome based education (OBE):	Our institution is prepared to implement any measures taken by the parent institution (Assam University, Silchar) in this direction. All our departments always display the Programme Outcomes and Course Outcomes through the College Website and thus enable the students to choose their Programme(s) wisely. Besides, through collection of Student Feedback on Programme and Teaching, we try to assess the problem areas that need to be addressed; we try for improvements in the teaching methodologies that would yield better results for students. After internal assessments in a session, every department tries to locate the weak students and arranges remedial classes for them. Our faculties adopt a bilingual or trilingual teaching methodology for ease of communication with the learners. This enhances the outcome of knowledge and understanding in students. Further, from time to time we sensitize our students for their preparedness towards an emerging world that would more and more look up to ancient Indian ways of seeking knowledge and living life in harmony with nature and cosmos.
6. Distance education/online education:	There are possibilities of vocational courses being offered through ODL mode in our institution. We have a study centre of Krishna Kanta Handiqui State Open University in our college. Though, at the moment, there are no vocational courses running in the said study centre, the recent announcement by the said university regarding introduction of B.Ed. surely creates hope and possibilities of further open-ups in the line of vocational courses in the ODL mode. Moreover, we have signed MOU with AMTRON for enhancement of possibilities of offering vocational courses through ODL mode. Though we ourselves have not developed any technological tools for teaching learning activities, we keep using such online aids as Google Classroom, Google Meet,

	WhatsApp Group, Telegram Group, Email communication, Video Conferencing, etc. as a way of blended learning endeavours of the institution. Our college offers an open arm to all candidates interested in ODL mode of learning. Such candidates can get admitted in the KKHSOU study centre of our college and pursue their studies on weekends. In terms of online education, all our faculties regularly provide updates of studies done in the college classroom, through their posts in the Google Classroom, WhatsApp Group, etc. This helps the students of a particular course in keeping track of the learning materials and the progress of the course.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	S. K. Roy College Authority has plans for setting up Electoral Literacy Club (ELC) in the College in near future. In the mean time, we encourage our students to participate in campaigns regarding awareness about the importance of Electoral Enrolment at the appropriate age, necessity of casting votes during elections for formation of a judicious mandate towards the development of the individual and the nation.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Whenever the College sets up an ELC, there will be Students' Coordinator and coordinating Faculty Members to carry forward the task and activities of the ELC and keep it functional. The ELC is going to be representative in character.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	After the College ELC is set up, the Faculty Coordinators and the Students' Coordinator along with other student members will be deciding on the line of innovative programmes and initiatives to be undertaken by the ELC. The leading team of the ELC will put particular stress on voluntary contribution by the students in electoral processes – participation in voter registration of students and communities where our students come from; they will encourage our students to volunteer assistance to District Election Administration, Hailakandi in matters related to conduct of polls, voter awareness campaigns (particularly those kinds which happen in our College as well), promotion of ethical voting and denouncing

	unethical practices that are prone to destabilize the democratic process of casting mandates and warning our students to keep vigil and fight against them, etc.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Even though an ELC has not yet been set up in S. K. Roy College, our students regularly participate in various awareness programmes organised within our college premises by various social organizations, govt. bodies, etc., at times in collaboration with our College Authority. After an ELC comes up in the College, it will strategize awareness campaigns in the neighbouring areas and in the adopted village.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	We cooperate with District Election Office in enrolling students above 18 years as voters, through Govt. Enrolment Drives organised within college premises. After formation of the College ELC, it would be one of the top priorities of the Club to ascertain number of students above 18 years of age who are yet to be enrolled as voters in the electoral roll and to institutionalize mechanisms of registering eligible students as voters.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
648	588	623	609	652

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

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

Response: 12

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
11	11	12	09	09

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
38.09497	18.90309	11.25613	33.60404	26.76265

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

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

Response:

S. K. Roy College, Katlicherra ensures effective curriculum planning and delivery through a well-planned and documented process. The College prepares Academic Calendar at the start of every academic session and thus provides to its faculties a clear picture of the working days to be utilized for teaching. It ensures documented distribution of syllabus amongst departmental faculties of each of its 7 (seven) departments for seamless teaching and implementation of the curriculum. Besides, it emphasises that the teachers try to adhere to Class Routine(s) for timely completion of syllabi of all the papers pertaining to a particular course. In this regard, each syllabus distribution contains a list of estimated number of classes/periods required for a particular topic or unit; this too helps the faculties in time-bound structuring of their class preparation and delivery. Every year, the Departmental Heads shuffle and redistribute the syllabi amongst the departmental faculties so that all the faculties are kept in practice of teaching every bit of a particular syllabus.

   For effective curriculum planning and implementation, most Faculties of the College have undergone FIP/Orientation which is a primary necessity for a college teacher. Besides, faculties are always encouraged and financially supported to update themselves through participation in workshops, seminars, webinars, FDP's, STP's, RC's, etc. for improved planning and performance in curriculum implementation. Moreover, feedbacks on syllabi/curricula are collected from teachers and forwarded to the affiliating university.

   Every semester, the departments conduct two unit tests as part of internal assessment of the students' performance on the curriculum delivered. Then, as per necessity, remedial classes are conducted for those students who need further guidance on the curriculum already delivered.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

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

Response: 2

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

1.2.2

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

Response: 3.91

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

2022-23	2021-22	2020-21	2019-20	2018-19
15	47	60	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

S. K. Roy College, Katlicherra follows the curriculum prepared by the affiliating university, wherein all such issues relevant to professional ethics, gender parity, human values, environment and sustainability are dealt with. For instance, professional ethics is included in the skill paper on entrepreneurship in 5th Sem. of Economics Pass Course students; professional skills for interview are dealt with in the AECC Courses (both English & Bengali) of 1st Sem.; skills for creative writing are included in the Skill Enhancement Course in English for 3rd Sem.; most essential soft skills are dealt with in the Skill Enhancement Course in English for 4th Sem.; business communication is included in the Skill Enhancement Course in English for 5th Sem.; skills for technical writing are dealt with in the Skill Enhancement Course in English for 6th Sem.; issues of gender and women empowerment are included in the topics of human development in the DSC and Core (Honours) papers of Economics; Women Suffrage movements are taught in the papers of Political Science and History; human values are dealt with in the papers of Philosophy; issues of environment and sustainability are dealt with in the AECC Paper on Environmental Science (EVSAEC) for the students of 2nd semester.

Moreover, IQAC of the College, in collaboration with the various college departments, organizes health camp, workshops and SDP's from time to time in order to create and enhance awareness of students on vital crosscutting issues related to professional ethics, gender parity, human values, yoga, health & hygiene, environmental sustainability, socio-cultural life, etc.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

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

Response: 4.48

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

Response: 29

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 88.27

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

2022-23	2021-22	2020-21	2019-20	2018-19
285	232	300	225	282

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

2022-23	2021-22	2020-21	2019-20	2018-19
300	300	300	300	300

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)

2.1.2

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

Response: 55.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
82	93	104	83	132

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

2022-23	2021-22	2020-21	2019-20	2018-19
179	179	179	179	179

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

2.2 Student Teacher Ratio

2.2.1

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

Response: 58.91

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The College always lays stress on student centric education. For this, the College authority essentially tries to ensure a classroom atmosphere which is congenial for student participation. The College employs various student centric methods and techniques such as workshops, online quiz, essay writing contests, assignments, presentations, outreach programmes, field work, excursions to places of historical importance, various co-curricular activities of sports and culture like quiz, debate, extempore speech, recitation, singing, dancing, staging skits & plays, etc. to expose our students to experiential and participative learning. A big opportunity for students turns up every year in the form of Annual Festival of the College. During the four/five days of the festival, students enthusiastically participate in the indoor and outdoor sports events, and the cultural fest which culminates the programme.

Our students participate in the problem solving processes like assignments, quiz programmes, debates, extempore speeches, etc. to enhance their adaptability to situations and problems. They participate in problem solving methodologies through their feedback on class lectures and later their presentation on suitable selected problems derived out of such lectures.

Moreover, self-financed course like DCA, Certificate Course in Sewing and Stitching are there as well for students to gain hands-on experience in the application of both. Workshops on Soft Skills, Entrepreneurship, Eco-Consciousness & Sustainability, Gender Sensitivity, Rabindra and Nazrul Nritya, etc. have been organised to provide the students required exposure and experience in the tenets, mechanisms and art of the concerned subjects/aspects.

Above all, the college teachers take care to listen to students' discomforts, angst and also expectations and suggestions in mentor-mentees sessions. Remedial classes and revision classes are arranged for students needing additional care and handholding.

Since the days of Covid-19 in 2020, the College teachers have enhanced their use of ICT tools for online or blended mode of teaching-learning. Tools like Google Classroom, Gmail, WhatsApp Group, Telegram Group, Google Meet, etc. have been employed for digital communication and learning between students and teachers. Whenever it is feasible, Smart Classroom is used for audiovisual experiential learning of our students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

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

Response: 100

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

2022-23	2021-22	2020-21	2019-20	2018-19
11	11	12	09	09

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 75

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
09	09	09	06	06

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

As far as internal assessment is concerned, the college authority forms an Examination Committee at the start of every academic year, and assigns its members the responsibility of proper conduct of the unit tests. The committee tries to ensure that teachers evaluate students' answer scripts within the stipulated period and declare the results on the departmental notice board or through concerned WhatsApp groups, and then address issues connected with assessment and marking within a short time after any such issues are brought forth by any student(s). Besides, the college has deputed one faculty as Exam Coordinator to monitor and coordinate in such matters. After preparation of the score-sheets of 1st internal, as per need, we take 2nd internal to facilitate students who did not perform well or who remained absent in the 1st internal, or who want to improve their performance still more. Remedial classes are conducted to address performance related issues of comparatively less advanced students. Internals are conducted as per rules established or set forth from time to time by our affiliating university.

External Assessment is related to the mechanisms operated by our affiliating university. As per university rules, Centre Committee is formed every academic session for smooth conduct of the End Semester Examination. The committee is constituted of SDO/Circle Officer, Katlicherra (President); Principal i/c (Secretary), one College Faculty (Member); S.D.M.O., B.P.H.C., Katlicherra (Member); Officer-in-Charge, Katlicherra Police Station (Member); Post Master, Katlicherra Post Office (Member); and, President, GB, S. K. Roy College (Member). Even in case of external evaluation done by the university, sometimes some issues crop up for the students who may face problems like not getting their result in the university online portal, even though their classmates have already seen theirs displayed in the portal. On such occasions also, we come to the rescue of our dear students and immediately communicate the matter in writing to the university/ COE. The Exam Coordinator monitors such issues .In case of under-marking in the external assessment, students often consult our guidance whether one should go for re-evaluation of a particular paper. We provide them adequate counsel after thoroughly realizing whether such a student has confidence in her/his performance in the concerned paper, and advice accordingly.

Existence of Internal Complaint Committee & Grievance Redressal Committee is also an opening for our students to bring forth their issues.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

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

Response:

Since the academic session of 2018-19, S. K. Roy College, Katlicherra has been following the Choice-based Credit System (CBCS) designed by Assam University, Silchar for Three-Year Degree Course (TDC) programmes. There are seven departments in the College : Bengali, Economics, English, History, Persian, Philosophy and Political Science. Five of them (Bengali, Economics, English, History and Political Science) offer both Pass and Honours Programme(s), and the remaining two (Persian and Philosophy) offer Pass Programme(s) alone. Each of the TDC (CBCS) Pass Programme(s) contains twenty-four courses and each of the Honours Programme(s) contains twenty-six courses.

Programme Outcomes (POs) for all programmes and Course Outcomes (COs) for the courses coming within the fold of those programmes offered by our college, under the flagship of Assam University, Silchar are stated and displayed on our College Website. Students can always refer back to the POs and COs displayed on the website and/or available with the HOD's of the departments, and measure their own progress in a particular course within a programme. During the continuation of courses within a chosen programme, the students can at a given point of time look back on their own suppositions before admission into that programme offered by our College and then crosscheck with the POs and COs to gauge their performance and progress in the selected programme of their choice.

By conducting Internal Assessment and End-Semester Examination, and by reflecting on how students perform in their selected programme(s) and courses in the internal and external exams, the College on its own part evaluates the attainment of POs and COs. During the commencement of every academic session, an Examination Committee is formed to ensure that Internal Assessment process is conducted smoothly and in accordance with the rules and regulations of our affiliating university. There is an Academic Development Cell under IQAC which monitors regular holding of classes and timely completion of syllabi to ensure attainment of POs and COs.

Student Feedback on Overall Programme and Teaching is one more mechanism to find a clear picture of the teaching-learning process already conducted. The mechanism makes things transparent regarding student satisfaction and academic progression. This in turn helps in the attainment of POs and COs.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Every academic session the College evaluates attainment of Programme Outcomes (POs) and Course Outcomes (COs) through assessing students' internal and external examination performances in the concerned programmes and courses.

The Academic Development Cell of the College regularly monitors how teachers are conducting their

classes, how much of the syllabi are covered in the stipulated time, etc. and discusses and holds meetings with the Examination Committee to ascertain suitable routine(s) for internal exams. As per need and suitability, one centralised routine or multiple decentralised departmental routine(s) is/are prepared for internal exams in an academic session.

The College Authority has designated one faculty as Academic Coordinator to oversee all academic affairs of the College. It is the task of the Academic Coordinator to facilitate and ensure student progression through the parental overseeing of Academic Development Cell. All this mechanism is in place only to ensure that students successfully attain to the Programme Outcome(s) and Course Outcome(s).

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

2.6.3

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

Response: 40.55

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

2022-23	2021-22	2020-21	2019-20	2018-19
29	141	188	65	49

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

2022-23	2021-22	2020-21	2019-20	2018-19
179	184	305	251	245

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

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

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

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

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

Response:

The teaching _learning ambience and the academic _co-curricular equilibrium together form our ecosystem for innovations and initiatives for creative activities and transfer of knowledge from teachers to students. The Internal Quality Assurance Cell of the College may be seen as the pivot of this ecosystem. The ecosystem has enabled us to prepare Academic Calendar every session for focused creative utilisation of the working days of the session for best possible outcome in terms of teaching and learning. The ecosystem has further enabled us to formulate a centralized format of syllabus distribution amongst departmental faculties, formats for student feedback on teachers and teaching, for teachers' feedback on syllabi and curricula, for Employer's feedback on teachers, for parents'/guardians' feedback on the college and its facilities, etc. The ambience of the College premises encourages our students to come forward and cooperate with the teachers in matters related to academics as well as co-curricular activities. The students regularly participate and reflect their talent, skill and creativity in programmes organised by the various departments and IQAC. They receive mental and moral support in

the mentor-mentees sessions conducted periodically, and they even provide their innovative suggestions for the welfare of students and the college.

Our College classrooms act as incubation centres for evolving better possibilities out of each student coming to our institution. Our add-on / self-financed courses like DCA and Certificate Course in Sewing & Stitching incubates the learners in their learning process. The NSS Unit of the College involves our student volunteers in various outreach and awareness activities of the College and functions as an incubation centre for the young minds.

The IQAC and various cells and departments of the College periodically organize workshops on various topics relevant to both student and faculty development & sensitization and honing of their life skills. The workshops in turn sustain and uphold the ecosystem of innovation and rejuvenate our regular incubation centres.

The faculties of the College periodically publish their writings in various reputed socio-economic, humanity or language-oriented journals and e-journals. Thus they contribute to the knowledge repository of the academic arena.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2

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

Response: 16

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

2022-23	2021-22	2020-21	2019-20	2018-19
9	4	0	3	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

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

Response: 0.17

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

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

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

3.3.2

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

Response: 1.25

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

2022-23	2021-22	2020-21	2019-20	2018-19
8	6	0	0	1

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

3.4 Extension Activities

3.4.1

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

Response:

The College organises various activities to sensitize the neighbourhood of the institute and the students toward the need of the community. The extension activities are organised to enable our students to develop social responsibility leadership skills. The students of our college actively participate in various social service activities which lead to their overall development.

The important social activities conducted for the benefits of nearby community are - Blood Donation Camps inside the College at least once annually; regular Swachhta Abhiyan in and around the College campus; Sapling Plantation Drives by the students in and outside of the College premises; Annual College Rally during Annual Festivals to give out important socio-cultural messages to the students and neighbouring community; Har Ghar Tiranga Rally on the eve of 15th August as part of awareness mission on National Flag, its importance and dignity and the need for hoisting the National Flag every Independence Day; participation in awareness programmes organised by NDRF, Hailakandi for sensitization of the student community regarding readiness/preparedness in managing disasters; etc.

Annual Blood Donation Camps within the college campus are organised by NSS Unit and IQAC, in collaboration with Barak Valley Voluntary Blood Donors' Forum, and with technical support from S. M. Dev Civil Hospita, Sichar or Cachar Cancer Hospital, & Research Centre, Silchar. The camps are mandatorily preceded by Awareness Programme(s) on voluntary Blood donation and what welfare and humanitarian aspects it encompasses. A sizable number of students participate in the programmes and camps and voluntarily donate blood.

Regular Tree/Sapling Plantation Drives make greenery of our college attractive and at the same time sensitize the students regarding the importance of sustainable practices for keeping the balance of the surrounding biotic & abiotic ecosystem intact. Inspired from such plantation drives, students have started planting and nurturing spalings even in their household and neighbourhood.

As part of our College Annual Festival, students and teachers perform extension activity through College Rally which features thematic tablo designing on vital socio-cultural, environmental and ecological issues and, through their walk along the roads in the surrounding areas of the College, they disseminate important messages among the local community to foster communal harmony and social integration.

Har Ghar Tiranga campaigns by our students and teachers are important extension acitivities in sensitizing the distant & neighburing communities regarding the spirit of National Integration and the symbols which can invigorate that spirit in the citizens of Bharat.

One more extension activity for our students is participation in Awareness Programme(s) organised in the College premises by both govt. and no-govt. organisations like District Social Welfare Department, Hailakandi, District Administration, Hailakandi, National Disaster Response Force, Hailakandi, Barak Valley Voluntary Blood donors' forum, Hailakandi, Cachar Cancer Hospital and Research Centre, Silchar, Rotaract Club, Hailakandi, and so on. Regular participation of our students in the programmes enhances their sensitivity and readiness to avoid any abusive influences they may encounter, to strengthen the bond of oneness with the community, to develop the willingness of rendering their services for mankind to tackle unexpected disasters that may befall them.

File Description	Document
Upload Additional information	[View Document](#)

3.4.2

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

Response:

For its regular and active participation in extension works, S. K. Roy College, Katlicherra received several awards and recognitions from various Govt. and govt.-recognised organisations from time to time.

In the year 2018, the College received two separate awards/recognitions from two different organisations. In the month of August 2018, our College received Certificate of Appreciation from Barak Valley Voluntary Blood Donors' Forum, Hailakandi for conducting and voluntarily donating blood in the blood donation camps organised in the College premises. We feel proud to mention that on 01/10/2018, Blood Bank, Haillakandi recognised our College as the "Best Educational Institution" of Hailakandi District for organising voluntary blood donation camps consecutively for 7 years (from 2013 to 2018).

On 27 June 2019, Sambandh Health Foundation, Assam awarded our College for providing

leadership in tobacco control and making pledge against drug abuses among the youth of Assam. The foundation also awarded leadership certificate as well as certificate of merit to the NSS Volunteers of our College for the same noble deeds. On 20/10/2019, Office of the Superintendant of Police, Hailakandi, Assam awarded our students with certificates of merit for securing 2nd place in district Level Quiz Competition organised by Department of District Police, Hailakandi.

On 1st October 2020, Barak Valley Voluntary Blod donors' Forum, Hailakandi acknowledged our College for organising voluntary blood donation camp from time to time - at least once a year - and as a token of appreciation for this noble work, the forum also awarded the College with a Memento.

On 11 March 2022, National Institute of Mountaineering and Allied Sports, Dirang, West Kameng, Arunachal Pradesh (under Ministry of Defence, GOI) awarded the NSS Volunteers of our College with certificates of participation in Winter Adventure Camp (Rock Climbing, Trekking and River Crossing) held on and from 25/11/2018 to 04/12/2018.

Student participants of S. K. Roy College twice received winner's certificate from East India Club, Silchar for their excellent performance in Quiz Competitions - first on 26/08/2022 and next on 12/01/2023.

On 25/11/2022, student participants of our College won awards/prizes from the Office of the Development Block, Katlicherra, for their outstanding musical performance on Lachit Diwas.

On 9th January 2023, NSS Unit, S. K. Roy College, in collaboration with Barak Valley Voluntary Blood Donors' Forum, Hailakandi organised Voluntary Blood Donation Camp in the premises of Katlicherra Poush Mela and the volunteers who donated blood received Certificates of Appreciation for their humanitarian services.

The College continues to render its academic and other socio-cultural services for welfare of our society and nation.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 17

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

2022-23	2021-22	2020-21	2019-20	2018-19
2	7	1	3	4

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

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

Response: 4

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

Response:

S. K. Roy College came into existence in 1994. But it was only after two years that the College began functioning from its own campus. Since then, by degrees, the infrastructure of the College has taken shape over a period of time. Adequacy is a relative term that may hold good at a given point in time, but may not continue to remain so in course of time. When our College received affiliation under Assam University, Silchar, it had adequate infrastructure to qualify for the affiliation. However, as time passed, student enrolment increased and the adequacy of infrastructure started dwindling. The adequacy continues to be put under extreme pressure these days as our College has entered the phase of implementation of NEP 2020 with introduction of FYUG Programme under the aegis of Assam University in the academic session of 2023 – 24.

At present, our College has 1 no. of Auditorium Hall, 1 no. of Faculty Hall, 7 nos. of departmental rooms, 1 Office Room, 1 no. of Principal Room, 1 IQAC Room, 1 NSS Room, 1 Smart Classroom, 12 nos. of classrooms, 2 nos. of classroom-dias, 230 pairs of desks-n-benches, 10 nos. black/green boards, 1 no. of smart board, 9 nos. of Notice Boards, 42 nos. of tables, 89 nos. of chairs, 13 nos. of computer tables, 2 nos. of secretariat table, 1 no. of TV set, 1. no. of Land Phone, 1 Biometric Machine, 2 photocopy machines, 4 nos. of printers, 1 no. of projector, 22 nos. of computer sets (including 2 laptops), 5 nos. of WiFi routers/ fibre connections, 1 no. of Computer Room, 1 Central Library Hall, 1 room for Study Centre of KKHSOU, 1 Canteen, 1 Girls' Common Room, 4 nos. of staircases, 10 nos. of trunk, 124 nos. of electric fans, 150 nos. of LED bulbs and tubes, 18 nos. of CCTV cameras, 20 nos. of fire extinguishers, 5 nos. of water filters, 2 nos. of water reservoirs, 11 nos. of water tanks (sintex) 5 nos. of microphone box, 12 nos. of inverters, 1 power generator, 12 nos. of dustbins, 4 nos. of girls' toilet, 6 nos. of boys' toilet, 8 nos. of staff toilet, 1 Rainwater Harvesting plant, 1 flower garden,1 Basketball Court, and green turfs & open spaces.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

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

Response: 67.95

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

2022-23	2021-22	2020-21	2019-20	2018-19
7.56105	0	0	1.04149	78.800

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

4.2 Library as a Learning Resource

4.2.1

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

Response:

The Central Library of S. K. Roy College, Katlicherra stands with its services for the students and faculties of the institution. The Library does not have sanctioned Librarian and Assistant Librarian for regular augmentation of its features and IT & physical infrastructure. However, the Library houses text books and reference books for all the 7 departments of the College, namely Bengali, Economics, English, History, Persian, Philosophy and Political Science.

There is a Library Development Committee which periodically holds meetings and discussions for decisions on purchase & addition of new titles to the collection of the Central Library and overall development of library facilities.

Our College Library has recently been automated. The Library automation uses KOHA software as its Integrated Library Management System (ILMS). Students and faculties can now avail the facility of

Open Public Access Catalogue (OPAC) which allows them to view the placing of a particular title in the racks and shelves of the Library. The OPAC further allows them to view whether a particular title is located in the Central Library collection, or it is located in some departmental library, or issued to some library member.

We have subscribed to N-List for one year. Students and faculties can now have access to OERs through N-List. Soon we will be establishing links to many more useful OER repositories through other channels.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

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

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

Response:

The College always tries to provide our students IT facilities with adequate bandwidth (download speed 100 mbps & upload speed 30 – 50 mbps) for their study and inquisitive hours. There are **3** Computer Sets alloted for students in the Computer Room**.** At present we have **5** fiber connections in the College We received grant from the Govt. of Assam (through DHE, Assam) for infrastructure development in 2018. Out of that grant, we got a smart classroom constructed for the benefit of students and faculties in terms of digital delivery of teaching-learning processes. Majority of our teaching and non-teaching staff use IT facilities in the day-to-day workings of the College. Our office is automated. Therefore, all works from admission to registration, from fee submission to scholarship scheme for BPL candidates, etc. are carried out digitally. Our College Library as well has been automated recently. Through the Library now the students and the teachers get a one-year access to e-journals and e-books under N-List. The library has further plans of subscribing to many other e-journal sources in near future. The College Office has two computer terminals for daily office works.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

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

Response: 216

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

Response: 3

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

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 66.34

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

2022-23	2021-22	2020-21	2019-20	2018-19
25.79975	15.48972	7.70709	17.96111	18.36955

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

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

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

Response: 71.28

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

2022-23	2021-22	2020-21	2019-20	2018-19
396	541	623	210	454

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

5.1.2

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

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

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3

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

Response: 0.99

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

2022-23	2021-22	2020-21	2019-20	2018-19
16	8	6	1	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: D. 1 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)

5.2 Student Progression

5.2.1

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

Response: 6.57

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

2022-23	2021-22	2020-21	2019-20	2018-19
16	8	6	1	0

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

2022-23	2021-22	2020-21	2019-20	2018-19
29	141	188	65	49

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2

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

Response: 0.91

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

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

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**

5.3 Student Participation and Activities

5.3.1

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

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

Response: 2

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

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

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

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

Response: 4.6

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

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

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1

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

Response:

S. K. Roy College, Katlicherra has been serving the educational needs of the area for the last 29 years. More than 25 batches of students have successfully graduated from the institution. Many among the successful students are well-established in various fields of enterprise within our country and abroad. Many of them are posted in Indian Paramilitary Forces. Many of them are serving as teachers in numerous LP, ME/MV, High and Senior Secondary schools, and even in colleges. A large number of our College graduates have become successful well-established entrepreneurs who are honestly doing their business and contributing to the GDP of the country. Their present station(s) in life could happen largely because of the establishment of the College in the rural area of Katlicherra back in 1994.

The graduated students or alumni of S. K. Roy College, Katlicherra have always kept in touch with us. The concept of an alumni association has been on in our College for quite some time. However, S. K. Roy College Alumni Association officially came into existence on 13/11/2019. The association has applied for registration under Society Registration Act 1960, and the same is still under process. The Alumni Association contributes to the development of the College through financial and other support services.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

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

Response:

The governance and leadership, as far as possible, is in accordance with the vision and mission of S. K. Roy College. Governing Body of the College plays a pivotal role in making of important decisions connected with the development of students and the college community as a whole. The policies designed and approved in the GB meetings are then implemented by the Principal and Secretary of the College, in optimum consultation with IQAC and different faculty members involved with various bodies and committees of the institution. As far as academic policies and curricula are concerned, the College follows whatever the affiliating university designs from time to time. The implementation is done at departmental levels through the leadership of the HOD's with adequate support from the departmental faculties, and overall guidance from the Principal. The process, thus, reflects a decentralized approach to execution and implementation of policies and decisions. The Internal Quality Assurance Cell (IQAC) of the College, through its various units, formulates structural designs for smooth running of the academics already in place. The institution takes necessary care to involve guardians, alumni as well as efficient current students in academic and administrative matters wherever it deems feasible.

In recent times, the developmental process in the institution has seen Office Automation, construction/renovation of the College Auditorium, installation of Rainwater Harvesting Plant, very recent Library Automation through KOHA software, etc. Now, students can quickly and digitally complete their processes of admission, fee submission, verifying uploaded marks of internals, etc. The programmes of the College can be organised smoothly inside the auditorium even during rainy or cold days. Moreover, with the installation of Rainwater Harvesting Plant, the college community is now better-equipped to manage its aqua needs during the dry months of the year. Further, students and teachers of the institution can now avail OPAC facility to browse titles digitally catalogued in the College Library, and select one title for reading without physically going to the racks and shelves. We utilized whatever developmental grants we received from DHE, Assam in the best possible manner, and submitted utilization/audit reports to the satisfaction of the DHE, Assam. Fire extinguishers are installed at various vantage points in the college premises to ward off possible untoward fire related happenings. Wi-Fi facilities are available for browsing and study-related net-surfing. At present there are **5** fiber connections installed in the College.

All these things are running because of the leadership of the College Authority and active cooperation and support from the teaching and non-teaching staff. Though limited in terms of number of teaching and non-teaching staff, the College is striving to do its best in the field of academic and extension activities like educational tours, student enrichment programmes for practical and experiential learning through visits to industry or estates.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

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

Response:

Appointment and Service Rules are as per UGC, and Roster System of Govt. of Assam, implemented as per Department of Higher Education (DHE), Assam directives. Functioning of institutional bodies like Governing Body (GB), Internal Quality Assurance Cell (IQAC) is transparent and follows the vision and mission of the College.

The structure of the College GB is as follows:

President   :   Sri Dhaneswar Singha

Sectretary   :   K. Rajen Singha

                                                                Principal i/c

University Representative   :   1) Dr. C. R. Bhattacharjee

                                                                 Professor, Assam University, Silchar

                                                             2) Dr. Dipankar Paul

                                                                 Assistant Professor, Ramkrishna Nagar College, R. K. Nagar

Teacher Representative   : 1) Dr. Debojit Dey

                                                                 Asst. Prof., Dept. of History

                                                             2) Dr. Bornali Bhattacharjee

                                                                 Asst. Prof., Dept. of Political Science

Non-teaching Staff

Representative   :   Sri Saral Das Gupta

Senior Assistant

Guardian Representative   :   Ashish Ranjan Deb

Babul Goon

        In order that the policies and strategies undertaken by GB are implemented thoroughly in letter and spirit, the Internal Quality Assurance Cell (IQAC) of the College plays a vital role. The Principal i/c of the College heads the IQAC as its Chairman. One faculty member functions as the Coordinator of IQAC. The structure of IQAC consists of various cells namely, "Academic Development Cell", "Publication and Research Consultancy Cell", "Library Development Cell", Student Counseling, Skill Development and Placement Cell", "Internal Complaint Committee", "Canteen Development Cell", "Women Empowerment Cell", "Eco-Consciousness, Environment Sustenance and Social Service Cell", "National Service Scheme", "Cultural Unit", and "Sports Cell" (Indoor & Outdoor). All the sanctioned as well as non-sanctioned teaching and non-teaching staff are included in the cells and committees of the IQAC to steer it forward. Besides, given under are the external experts who provide their full cooperation and support to the IQAC as and when required:

Prof. N. B. Dey (Academician), Emeritus Professor, Assam University, Silchar

                Prof. Niranjan Roy (Academician), Professor (Economics), Assam University, Silchar

Dipak Kanti Aich (Academician), Former Principal, S. K. Roy College, Ktc.

Asit Dutta (Industrialist)

Raju Pashi (Alumnus)

Shankar Banik (Guardian)

        The College GB and the IQAC function parallel to each other and strive for academic and administrative development of the College.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

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

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

The institution has adopted a welfare measure for its faculties in terms of financial support towards their academic development. As per GB Resolution No. 10 dated 16-11-2022, a faculty of our College would get an annual amount of INR 1,000/- for works published or for Faculty Induction Programme (Orientation) / Refresher Course / Short Term Course / Faculty Development Programme / Seminar / Webinar / Workshop / Symposium, etc. attended.

File Description	Document
Upload Additional information	[View Document](#)

6.3.2

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

Response: 11.54

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

2022-23	2021-22	2020-21	2019-20	2018-19
6	0	0	0	0

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

6.3.3

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

Response: 55.77

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

2022-23	2021-22	2020-21	2019-20	2018-19
3	9	6	8	3

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

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

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

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The Governing Body of S. K. Roy College acts as the chief strategy making body headed by the President and also by the Principal and Secretary of the College. The GB takes decisions as and when required in matters of financial strategy-making and implementation; the College IQAC tries to execute the decisions of the GB. Project Monitoring Unit (PMU) of the college regularly monitors mobilization and utilization of resources and finance/funds received from various sources (particularly Govt. sources, viz. DHE, Assam and NSS).

The College Authority has plans to employ some strategies to mobilize and optimally utilize resources and funds from various sources. Given below are some of them **:**

1. Other than DHE, Assam and NSS, the College will explore various other Govt. sources like UGC, MHRD, and other relevant ministries. Further, the College can seek funds from NGOs, CSR Initiatives, Alumni donations, and local community support.
2. Forming partnership/tie-up with other educational institutions, research organizations, industry partners and non-profit organizations will bring additional funding opportunities. Collaborative projects/initiatives would surely attract joint funding and resources and enable our College to

leverage shared expertise and even infrastructural support.

3. The College will mobilize its Alumni Association to leverage support of all alumni through membership fees/donations/subscriptions. Moreover, the College will organize alumni events, crowd-funding campaigns and donor recognition programmes to raise funds and create a culture of giving.

4. The College needs to prioritize resource allocation based on its educational and developmental goals. This would ensure optimal utilization of funds available.

5. The College will engage in policy advocacy to highlight the importance of higher education and the specific needs of HEIs. Active policy advocacy may influence policy decisions at the Govt. level and can increase govt. funding, or may open up new funding opportunities suitable for the needs of the College.

6. The College will try to build up effective communication and public relations in order to showcase its achievements and accomplishments. This in turn may attract new and potential fund providers.

So far, these are the strategies of the College Authority for mobilization and optimum utilization of resources and funds from various sources.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

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

Response:

Internal Quality Assurance Cell (IQAC) always tries to improve the academic and pedagogic processes of the institution. The 'Admission Committee' Unit of IQAC forms a Help Desk for applicants during admission process every academic session; the Desk guides and sensitizes the candidates in regards to their admission, selection of courses, subjects/papers, etc. and makes every possible attempt to keep the entire procedure smooth and well-recorded. This helps the students to study their suitable courses and subjects which in turn would produce better performances from them. The Academic Development Cell under IQAC ensures that the teaching-learning process of the institution improves gradually. In order to measure the level of students' learning and understanding, Unit Test(s) as part of internal assessment are conducted every semester for each and every paper/course of the various programmes running. On the basis of review of the outcomes of internal assessment, remedial classes are conducted for improving the relatively less-progressed students.

The IQAC prepares various supportive modules to systematize the process of teaching-learning, College administration and facilities. Such modules include 'Daily Class Routine', 'Syllabus Distribution amongst Departmental Faculties', Unit Test Routine(s)', 'Feedback Form(s)' for 'Students', 'Parents', 'Employer' and 'Teachers' etc.

For the purpose of all-round development of our students, IQAC through its various units like Cultural Unit, Sports Cell, etc. has regularized and institutionalized a number of programmes which are conducted every session with much zeal and fervour. Examples are, Annual Festival (includes sports and cultural events), Freshers Welcome, Farewell to outgoing students, Saraswati Puja, Sirat-Un-Nabi Mehfil, etc. The IQAC regularly organizes awareness programmes, workshops and FDPs for development of students in academic and co-scholastic areas. The IQAC in collaboration with the various departments of the College organizes workshops and FDPs also for the development of faculties and students in matters of environment and sustainability, professional skill development and professional ethics, gender parity and gender sensitivity, women empowerment, etc. The NSS Unit of IQAC periodically conducts Swachhta and Green Initiatives as one best practice of the College. The practice is intended for awareness and development of students in matters of cleanliness and eco-friendliness.

The IQAC plays a leading role in matters of promotion. It extends strategic and intellectual support to faculty members for career progression. It mobilizes strategic welfare measures in terms of creating logically convincing grounds for College Authority to formulate policies that support career advancement of teachers.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

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

Response: C. Any 2 of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Maintenance of Gender Equity

For the promotion of gender equity, S. K. Roy College, Katlicherra takes particular care to maintain equity at the behavioural level, giving equal importance to opinions and observations coming from both female and male faculties of the College. The institution organizes various programmes such as Workshop on Gender Sensitization and Higher Education (organised on 14-12-2022), various collaborative as well as extension activities with Mahila Shakti Kendra (MSK), Katlicherra to uphold the importance of gender equity and gender sensitivity amongst all teaching and non-teaching staff and even boys and girls students.

The institution provides facilities like separate toilets for boys and girls students, for male and female faculties, common room especially designed for girl students, with some indoor sports items, a vending machine for sanitary pads, garbage disposal bins, adequate number of seats, windows, and electric fans for comfortable time-spending by girls.

The College has a Women Empowerment Cell in place to address issues connected with empowering and sensitizing women of their space and rights. The Cell runs a 60-Hour Certificate Course in Sewing and Stitching for empowering girl students with professional and entrepreneurial skills.

Even in case of appointing temporary/casual/part-timer staff, the College extends an unbiased free hand and has engaged a good number of female teaching faculties, a female to run the College Canteen (with a man to assist her). Many of our female teachers hold positions of responsibility and great importance and testify to the institutional efforts for gender equity. A female Coordinator runs our College Study Centre of Krishna Kanta Handiqui State Open University (KKHSOU). Even the NSS Volunteers (both from boys and girls students) of the College can be viewed as a practical realization of the NSS motto of NO-GENDER-DISCRIMINATION which in turn reflects gender equity endeavours on the part of the College.

Institutional Initiatives for to celebrate / organize national and international commemorative days, events and festivals

The College celebrates and observes events and days of national, international and regional importance and significance. Examples may be cited of Saraswati Puja, Sirat-un-Nabi Mehfil, Shaaradotsav, Freshers Welcome, Farewell Programme for Outgoing Students, Annual Festival, Yuva Diwas (12th January),

Parakram Diwas (23rd January), National Voters' Day (25th January), Ganatantra Diwas (26th January), International Mother-Tongue Day (21st February), International Women's Day (8th March), Chhatra Diwas (National Students Day, on 31st March), Rabindra Jayanti (25th of the Bengali Month Baishakh, approximately 9th May), Nazrul Jayanti (in the month of May), Language Martyr Day (19th May), World Environment Day (5th June), International Day of Yoga (21st June), Independence Day (15th August), Teachers' Day (5th September), Gandhi Jayanti (National Non-violence Day, 2nd October), Ekta Diwas (31st October), Lachit Diwas (24th November), etc. Observance of these events and days has considerably developed our students as sensitive and responsible human beings.

7.1.2

The Institution has facilities and initiatives for

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

Response: B. 3 of the above

File Description	Document
Geo-tagged photographs/videos of the facilities.	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document

7.1.3

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

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

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document

7.1.4

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

Response:

S. K. Roy College, Katlicherra has been a torchbearer in promoting an inclusive environment that fosters tolerance and harmony among its students and employees. The College has been proactively cultivating an atmosphere that celebrates cultural, regional, linguistic, communal, and socioeconomic diversity while sensitizing its community to their constitutional obligations, values, rights, duties, and responsibilities as citizens.

Celebration of College Annual Festival plays a pivotal role in fostering an inclusive environment. The College celebrates/observes Shaaradotsav, Saraswati Puja, Sirat-un-Nabi Mehfil, Rabindra Jayanti, Nazrul Jayanti, National Voters' Day (25th January), Republic Day 26th January), International Mother-Tongue Day (21st February), World Environment Day (5th June), International Day of Yoga (21st June), Independence Day (15th August), and others. These events provide a platform for students and employees from diverse backgrounds to come together, learn from each other, and develop mutual respect and understanding.

Celebrating Rabindra Jayanti, birth anniversary of the legendary poet Rabindranath Tagore, brings the College community together to appreciate Tagore's literary and artistic contributions. Through music, dance, and recitations of Tagore's works, the College community experiences the richness of Bengali culture and literature.

Similarly, observing Sirat-un-Nabi Mehfil, the birthday of Prophet Muhammad, helps students and employees to learn about Islamic traditions and values. The College organizes lectures, discussions, and cultural performances that enlighten the community about the life and teachings of Prophet Muhammad, fostering an atmosphere of religious tolerance and understanding.

The celebration of Shaaradotsav, World Environment Day and IDY also offers opportunities for the College community to come together and revel in the cultural and natural heritage of the region. These events not only promote cultural diversity but also emphasize the importance of environmental conservation and holistic well-being, aligning with the constitutional obligations of citizens to protect and preserve the environment.

Apart from these celebrations, the offered programmes/courses of the College include topics that focus on constitutional values, rights, duties, and responsibilities of citizens. Through their inculcation, students are sensitized to the principles of liberty, equality, fraternity, and justice as enshrined in the Indian Constitution. They learn about the fundamental rights and directive principles of state policy, as well as the duties and responsibilities that come with being a citizen in a democratic society.

Furthermore, the College conducts seminars, debates, workshops, and awareness campaigns that address social, issues and civic responsibilities. These programmes empower students to comprehend the

significance of tolerance, empathy, and inclusivity in a pluralistic society while fostering a sense of social responsibility and ethical citizenship.

In addition to academic initiatives, the College endeavours to ensure that the campus is a welcoming space for individuals from all backgrounds, irrespective of their cultural, regional, linguistic, communal, or socioeconomic differences.

Efforts of the College in providing an inclusive environment through the celebration/observance of diverse festivals and the sensitization of students and employees to constitutional obligations have contributed to the holistic development of its community. Through these programmes, the College continues to nurture a culture of tolerance, harmony, and mutual respect, laying the foundation for a more harmonious and inclusive society.

File Description	Document
Upload Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Best Practice I   ::

1. **Title of the Practice   :**   **Regular Swachhta & Green Initiatives**
2. **Objectives of the Practice**

The chief objective of the best practice is cleanliness & greenery of our college campus and surroundings. Doing hands-on 'Swachhta & Green Activity' regularly would make the students realize the importance of cleanliness eco-friendliness in our daily social life. The students would then spread the good habit further in the society and locality. One more significant objective of the practice is maintenance of health, sanitation and greenery in the college premises and the surroundings. Further, large number of students doing "Swachhta & Green Activity" in groups, come to learn how to work in team; gradually they develop unity and team spirit and an urge to contribute for the wellbeing of fellow students and society.

3. The Context

Majority of our college students, hail from socially and economically marginalized families. As such, they do not always possess the natural awareness regarding health, hygiene, cleanliness, etc. So, regular practice of "clean & green initiatives" in educational institutions facilitates awareness and internalizing the necessity and concept of cleanliness & eco-friendliness for the students. The effect is not on the

student community alone, but it has some positive impact on the society at large. Therefore, the initial challenges faced in designing and implementing the practice for clean & green campus is motivating the students to participate in the practice and to make them aware of the necessity of Swachhta for health & hygiene, for social wellbeing, and for conservation of environment & ecosystem.

4. The Practice

Under Regular Swachhta & Green Initiatives, special clean & green measures have been adopted by S. K. Roy College, Katlicherra

OBJECTIVE : To contribute in Swachh Bharat Abhiyan and implement green initiatives for student awareness & development

DATE & TIME :

NAME OF FACULTY INVOLVED :

VENUE :

Total No. of Participants : _____ students

Name of the NSS Volunteers	Signature of Teacher In-Charge	Activity & Area Covered	Remarks
1. 2. 3. 4. 5. 6. 7. 8. 9.		• Cleaning of the buildings, washrooms, staff rooms, classrooms, wash basins **:** • Cleanliness of common spaces like staircases, terraces, passages, veranda and garden area **:** • Maintenance of Basketball Court & College Playground **:** • Activity performed in adopted village **:** • Plantation Drive **:**	

Outcomes :

Photos of activity performed (to be included) **:**

5. Evidence of Success

We notice a considerable change in the students' attitude towards external as well as internal cleanliness. Our College Cricket Team received the reward of verbal praise for being the cleanest of the teams in the 10th Inter-College Cricket Tournament organised by Assam University in the year 2022-23. It has been the impact of our best practice of regular Swachhta.

6. Problems Encountered and Resources Required

There have been initial hurdles in motivating the students into participation in the cleaning, sweeping and weeding kind of activities which are indispensable for Swachhta. Resources required were primarily Human Resources, besides cleaning tools like broom, brush, water and soap, mop, bucket, etc. The Rainwater Harvesting Plant installed in the session of 2022-23 has come to our aid in terms of resources for cleaning.

Best Practice II::

1. **Title of the Practice :**   **Wearing of Uniform**
2. **Objectives of the Practice**

The students who take admission into our College, in fact come from diverse ethnic and socio-religious groups. So, their lifestyles are also different from one another. Therefore, the basic objective of the best practice of Wearing College Uniform is to create a sense of unity in diversity amongst the students. The uniform bridges even the economic and social inequality in terms of appearance and outfit.

3. The Context

The context behind the best practice, as already stated in the objective section, is the overwhelming

diversity of our populace. The resultant challenge is to make the students move beyond their habitual domain of language, religion and ethnicity and adopt a common identity of pupilage and also humanity.

4. The Practice

The practice of making students aware of the mandate of wearing the institutional uniform starts right from the days of their admission into the College. The College Prospectus contains instructions/ specifications regarding College Uniform. Besides, the College Notice Board is used to inform students of the requirement. The College Uniform consists of cream-coloured kameez and black-coloured salwar for girls and cream-coloured shirt with a striped tie and black-coloured full pant for boys. During initial days of an academic session, Induction is organised for familiarizing newly-admitted students with norms of the College. This includes sensitizing them about the necessity of wearing College Uniform and how specifications of the uniform need to be maintained by students, irrespective of their diverse socio-cultural or religious backgrounds. Some young and energetic College faculties keep vigilance during college hours and ensure the discipline of Uniform. The practice is supported by guardians, GB members, and Alumni. Even local intelligentsia approves of the practice of students wearing College Uniform.

5. Evidence of Success

There are evidences of success of the practice. The local people are very supportive regarding the academic and co-curricular atmosphere of the College. Since our college students wear uniform, people of the locality always easily identify any stray truants roaming wandering from the College premises and mostly inform us of the same. Students with arrogant temper and domineering attitude get toned down on wearing College Uniform. The disciplinary effect of uniform makes senior students less interested to mete out ragging upon junior students. Moreover, the practice of wearing uniform has built up an attitude of uniformity amongst the students coming from different classes, religious groups, different cultural settings and different ethnicities. The Uniform has now almost become a Brand.

6. Problems Encountered and Resources Required

For upkeep of the best practice, the College Authority maintains liaison with local cloth merchants so that required linens in the specified colours are available in the local shops within a reasonable range of prices for the students to buy the same without financial difficulty.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

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

Response:

S. K. Roy College, Katlicherra was established on 3rd March 1994. It is one of the premier HEI's providing quality education to the students, especially those hailing from economically backward areas of southern Hailakandi.

The Govt. of Assam has allotted 15-Bighas-11-Kathas-06-Chatak of Land for the establishment of the College. The College started its journey with only HS (Arts) 1st Year in the session 1994-95, while keeping the provision for opening TDC (Arts) in the successive years. The College received permission to start TDC (Arts) 1st Year on 21.07.1995 and it was affiliated to Assam University, Silchar in the year 2002. Eventually the College received Permanent Affiliation in the year 2010.

The College got recognized under Section 2(f) & 12B of the UGC Act 1956 in 2011. Next, in 2014, majority of the teaching/non-teaching staff of the Institution were provincialised by the AHE, Govt. of Assam w. e. f. 14-08-2013.

The College offers Three Year Degree Course (both Pass & Honours) in Arts Stream. Pass Course is covered in the subjects of Bengali, Economics, English, History, Persian, Philosophy and Political Science. Honours is facilitated in such subjects as Bengali, Economics, English, History and Political Science.

In the field of distance education, S. K. Roy College Study Center (Centre Code 1201), under Krishna Kanta Handiqui State Open University, Guwahati has been serving since 2008. Programme(s)/Courses offered include BCA, B.Com, BA (in Assamese, Economics, Education, English, History, Philosophy, Sociology, Journalism + Mass Communication), MA (in Assamese, Economics, Education, English, Political Science, Journalism + Mass Communication), etc.

Engaging student community as human resources for their self-development, social welfare, and for nourishing them as true wealth of our nation has been the area distinctive to our institution's priority and thrust. The College GB, the faculty members & staff, guardians and alumni together coordinate matters related to student welfare and academic progression of the College. As part of the academic development of the students, various workshops, awareness programmes on relevant socio-economic-political and cultural issues are organised by IQAC and the departments of the College. Almost since inception of our College, we celebrate Annual Festival every year to engage our students in the various sports and cultural activities so as to facilitate nourishment of their co-curricular aspects along with curricular and academic development. Their diversified hidden talents are harnessed in the process and they emerge as better human beings through their participation in activities which highlight the diverse cultural heritage of our country and teach them unity in diversity. In this connection, our students participate in online /spot quiz and essay competitions, assignment writings, extempore speech competitions, dance workshop, etc.; and, on the other, they frequently participate in District level and other outside competitions also and attain some position of regard. In order to facilitate students' health development and exposure to sports activities, we arrange Inter-Institutional Cricket Tournaments, besides arranging Football competition, Volleyball competition during Annual Festival and so on. We engage our dear students in College cleanliness and it's a pleasure for our College Fraternity that our student community gradually learns to do their work with enjoyment. Since long days back, Awareness Programme on Voluntary Blood Donation and Voluntary Blood Donation Camp have been regularly organised events in our College. Many of our students become aware and come forward to donate blood. It is indeed a very positive sign that no ragging like situations prevail in our College, and almost all students wear College Uniform with

due honour. Teacher fraternity and management fraternity also engage and enjoy with various such activities. All these activities and involvement are placed in motion in order to create responsibility among young students and to harness them as responsible persons in the society.

Actually, the area where our College is situated is not a bustling urban locale, and our College is a single-stream institution. Obviously, a great chunk of so-called very good students do not always opt to study in our College. But, we can count on the responsibility and good manners of our student fraternity, and it is the strength of our College.

Our College is located amidst an area suffused with multicultural, multilingual and multi-religious diversity with people of Hmar, Chakma, Reang, Tea Garden Community, pockets of Manipuri and Mizo people, and Bengalis. Students from all of these communities come to study in our College. In the presence and involvement of such diverse pupilage, the teaching-learning process and the ambience of the College resonate with communal harmony and unity in diversity, and we promote such spirit of unity and harmony among our students. The Cultural Unit of the College organizes various programmes that bring together the cultural plurality on a single platform. Our College, moreover, is fortunate to have teaching and non-teaching staff belonging to different communities and categories. This also fosters cultural plurality in a homogenous (single-stream) institution like ours. Till date, our College has never witnessed even a single incident of communal strife or caste-based discrimination. Above all, there is no record of senior students harassing or ragging their juniors in our College.

Together with harmony and national integration, our College works on the area of Swachhta as well. Our NSS Volunteers and students regularly conduct cleanliness activities in and outside the College campus. They participate in plantation drives to contribute to the green initiatives of the College. The Women Empowerment Cell of the College strives to create awareness among girl students regarding opportunities and challenges awaiting them in life and how they should utilize opportunities and convert challenges to their advantage. The Cell provides them platform for future self employment in the form of a 60-Hour Certificate Course in Sewing and Stitching. The IQAC and its various units/wings/cells organize workshops and webinars for student enrichment in terms of soft skills, entrepreneurship and IT skills development, enhancement of their ecological / environmental awareness and sense of duty. Above all, the teaching fraternity and the College Authority always make it their priority to channelize the students on the paths of national, patriotic, humanitarian zeal and fervour.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Being an affiliated institution of Assam University, Silchar, S. K. Roy College, Katlicherra introduced in 2018-19, TDC (CBCS) Curricula which continues till date. From the academic session of 2023-24, Assam University, Silchar introduced FYUG Programme under NEP 2020. Accordingly, the students of 1st Semester of 2023-24 batch are admitted into FYUG Programme.

The recently introduced FYUG Programme has enabled the institution now to impart Value-added Courses (VAC) like Wellness and Yoga, Understanding India (UI), NSS, etc. which can definitely enhance positivity amongst the learners and develop their humanistic, ethical, Constitutional and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prema), and non-violence (ahimsa), scientific temper, citizenship values, and even life skills.

Under the newly introduced FYUG Programme in the 2023-24 session, future students of 5th Semester will need to undergo internship with industry or firm. Moreover, our College has signed MOU with AMTRON for providing our future students with prospects for diverse skill development.

Through Workshops/Webinar(s) on value-based education, through annual festival and its sports and cultural celebrations, through yoga sessions, etc. students are immersed in physical, mental, intellectual and ethical activities connected with human endeavour. Faculties themselves participate in ethical, spiritual and yoga-&-meditation programmes to enrich themselves and channelize the same spark amongst the students.

With its bright prospects for students, the NEP 2020 and its newly introduced FYUG Curricula, under the evolved circumstances, have given the College the flipside to it also. The adequacy of our College infrastructure has come under extreme pressure these days as our College has entered the phase of introduction of FYUG Programme under NEP 2020. Additionally, the shortage of teaching and non-teaching staff has aggravated the situation further. But, we hope that our College will overcome the crisis period and excel greater heights in the days to come. We need to plan augmentation of our College infrastructure with possible grants that may be sanctioned to our College in future.

Concluding Remarks :

S. K. Roy College, Katlicherra started functioning in 1994 as a self-financed HEI. The College was established by financial and moral support of the people of local areas. The Political Representatives of various levels also gave their active support to establish this HEI. The main objective behind its establishment was to provide the youths of this area an opportunity for Higher Education. In this context, the Teaching/Non-Teaching staff had been giving their valuable service with a very negligible honorarium up to 2013. In 2013 Govt. of Assam provincialised a total of 9 Nos. Teachers & 5 Nos. Non-Teaching Staff. Later, in 2021, 3 Nos. of Teachers were provincialised. S. K. Roy College, Katlicherra is a single-stream (Arts) HEI. But it suffers from shortage of sanctioned posts of Teaching & Non-Teaching staff.

The Activities and Development of S. K. Roy College, Katlicherra from its establishment can be highlighted as under :-

01. S. K. Roy College Katlicherra started in 1994 with H.S. 1st Year

02. In 1995, classes of T.D.C. 1st Year were started.

03. It got temporary Affiliation of Assam University, Silchar in 1999

04. It got Govt. Concurrence in the year 2005.

05. The Govt. of Assam gave a lump sum Financial Aid to Teaching & Non Teaching Staff from 2007-08 to 2012-2013.

06. The study Centre of KKHSOU (for Distance Education) started in 2008.

07. The Govt. of Assam provincialised majority of the posts of the College w.e.f. 14-08-2013 for the 1st time and again in 2021 w.e.f. 01-01-2021.

08. The IQAC was formed in 2014 with different Cells under IQAC

09. After provincialisation, the Teaching staff continue and enhance their participation in various FDPs

10. Various extension activities are conducted by the College for community Development.

11. Various good & beneficial practices for students are followed in the College for over all development.

12. Steps are taken for digitalization in administration, admission of students, library, examination, etc. for e-governance

13. Steps are taken to introduce ICT in class rooms

14. Importance is given on cleanliness, greenery, judicious consumption of energy, water harvesting, etc.

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