



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

1. Name of the Institution	SAO CHANG COLLEGE
Name of the head of the Institution	Dr A Nshoga
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03861220232
Mobile no.	8118922478
Registered Email	scctsg@gmail.com
Alternate Email	iqacscctsg@gmail.com
Address	C/O Principal, Sao Chang College, Tuensang-798612, Nagaland
City/Town	Tuensang
State/UT	Nagaland
Pincode	798612

<b>2. Institutional Status</b>																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Rural																
Financial Status			state																
Name of the IQAC co-ordinator/Director			Dr. L. J. Neken Jamir																
Phone no/Alternate Phone no.			03861220232																
Mobile no.			7085454935																
Registered Email			iqacscctsg@gmail.com																
Alternate Email			scctsg@gmail.com																
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)			<a href="https://www.saochang.org/">https://www.saochang.org/</a>																
<b>4. Whether Academic Calendar prepared during the year</b>			Yes																
if yes, whether it is uploaded in the institutional website: Weblink :			<a href="https://cloud.saochang.org/drive/s/Y28RwM4dxCUH1LH2TPR24oaReunuJa">https://cloud.saochang.org/drive/s/Y28RwM4dxCUH1LH2TPR24oaReunuJa</a>																
<b>5. Accrediation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>C</td> <td>1.86</td> <td>2020</td> <td>04-May-2020</td> <td>03-May-2025</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	C	1.86	2020	04-May-2020	03-May-2025
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	C	1.86	2020	04-May-2020	03-May-2025														
<b>6. Date of Establishment of IQAC</b>			11-Aug-2010																
<b>7. Internal Quality Assurance System</b>																			
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date &amp; Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td>Remedial Class</td> <td>09-Sep-2019 1</td> <td>444</td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	Remedial Class	09-Sep-2019 1	444					
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																	
Remedial Class	09-Sep-2019 1	444																	

Career Guidance	27-Aug-2019 4	128
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

12

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Fund mobilization NAAC Accreditation Renovation of college buildings Exposure tour to outside state Conversion of a classroom into a smart classroom

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
Plan to call NAAC peer team by early part of 2020	Peer team visited the college on 11th March'20 to 13th March 2020
Convert ordinary classroom to ICT enabled classroom	Converted two classroom into ICT enabled classroom
Targeted to upload SSR by the end of	Successfully uploaded SSR by the end of

2019	October 2019
Organize Institutional/State/ National/International seminar/conferences	Organized Institutional level seminar
<a href="#">View File</a>	
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	20-Feb-2020
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	25-Feb-2020
17. Does the Institution have Management Information System ?	No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The academic session starts with one day orientation programme for the students to get themselves acquainted with the overall academic curriculum and University guideline. The college adopts and implements the curriculum framework provided by Nagaland University. It carries out the different institutional activities keeping in mind the available resources, potentials, institutional goals and objectives. At the beginning of the session Academic calendar is prepared basing upon the tentative schedule of the university to ensure timely and orderly conducted of all activities of the college.

Curricular activities include preparation of class time table for all the teaching faculties by the Head of the Departments (HODs) for the smooth functioning of classes, the same is notified to the students and also endorse the copy to the college authority for the record. Before the academic session, every department holds meeting and deliberates on the syllabus and the same is distributed among the faculty based on their expertise. The HoD oversees all departmental activities such as completion of internal and external assessment, tabulation and analyses of marks, monthly attendance report of the students including best practices of the department. All such records are documented and maintained in departmental file. The college conducts internal examination where students' performance is assessed and evaluated based on internal class test, assignment writing, seminar, group discussion, project work, practical examination and field trip. Basing on the performance of the students, remedial

and tutorial classes are also provided to the academically weaker students. Preparation and declaration of internal assessment result is undertaken by a committee comprising of Principal, Vice- Principal and all HoDs. Lesson plan is prepared by the concerned teacher per semester, copies of which are submitted to Library, Principal office, teacher's file and to the Directorate of Higher Education. For overall quality enhancement, teachers attend Professional trainings periodically. The college Mentoring committee has been constituted to give support and encouragement, improve the skills and cater to the emotional needs of each student. Each class has a class representative and it is his/her duty to report the teacher concern in case of problems or difficulties being faced by the students in the teaching learning process. The college has adequate number of classrooms, Laboratories, Computer Lab and a functional Library to facilitate and provide aid to the students as well as for the teachers. Moreover, the college also has smart-classroom, LCD Projectors, Desktops, Laptops, Printers and Photocopying machines for effective learning. The college also subscribe to journals and magazine. In addition, the college also provides hostel (sochum) both for boys and girls and bus transportation to the day scholars. For the effective delivery of the curriculum every year feedback forms are distributed and analyzed from different stakeholders like the students, Parents, Staff, Faculty, alumni and the authority. To ensure all round development the college has constituted the NCC, NSS, Red Ribbon Club, etc with active participation from the students and respective programme Officer. Further, extra-curricular activities like Sports Week, Literary and Cultural Day are observed at regular intervals.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

#### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill
No file uploaded.		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	Nill
No file uploaded.		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Feedback was collected from the various stakeholders through questionnaire. It was tabulated and analyzed by the college and steps are taken to address the grievances and suggestions made. Students' feedback: The students' questionnaire consisted of queries on the teaching-learning process, the curriculum and study resources. Overall, majority of the students are satisfied with the teaching- learning process and the methods used. Some reservation was expressed on the availability of sufficient and relevant resources. The college authority along with the various departments took steps to mitigate the aforementioned grievance. Teachers' feedback: Overall, majority of the teachers expressed the need to improve the library facilities by including e-resources. The need for adequate support to undergo training and other skill development programme was highlighted. In this regard, the college will take step to upgrade the library facilities and to make necessary arrangements to enable the teachers to attend desirable training programmes. Parents' Feedback: Overall, majority of the parents were satisfied with the teaching-learning process in the college. Most agreed that the college was making positive progress in term of quality improvement. Some parents expressed on the need to improve the college infrastructure and to upgrade the teaching-aid facilities. The college is taking steps to upgrade its infrastructure including teaching-aid. Alumni feedback: Overall, majority of the alumni expressed their satisfaction with the present qualitative improvement of the college. They responded positively to the role played by the college in their career and personality development. Some highlighted the need for the alumni to play a more active role in the affairs of the college.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NIL	600	435	435
BSc	Nil	90	26	26
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	461	Nil	37	Nil	Nil

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
37	37	13	3	1	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring Committee was constituted with the sole aim of enabling constructive and positive interaction and guidance to students. The Mentorship Programme is a step initiated by the Committee towards achieving this goal. It is an initiative designed to provide the students a conducive atmosphere to enhance their growth and achieve their goal. Objectives of the Committee: 1. To monitor the academic as well as the emotional well being of the students. 2. To enable holistic development of the students by providing timely guidance. 3. To ensure consistent results and maintenance of discipline in the college. 4. To improve teacher-student relationship. The Context: The College is situated in a rural setting where the students need much support and motivation in order to pursue higher education. It is in this context the college initiated the Mentoring Programme under the Mentoring Committee. The Practice: Under the Mentorship Programme, all the newly admitted students are divided into small batches and are assigned mentors. Bio- data of all the mentee is documented and maintained by the respective mentor. The mentor-mentee session is expected to be conducted as per the need of each mentee. The record of the mentor-mentee session is kept confidential. The mentors guide the mentee during the entire course of their study in the college. It is the responsibility of the mentor to interact with the mentee and provide necessary support for academic as well as emotional betterment. For instance, if any student is found absent from the classes for an extended period of time or do not participate in any college activities, the mentor is made known about it and the mentor is expected to help address the underlying issue. Likewise, if any students' academic performance is repeatedly found to be too poor, the mentor is made aware of it and is expected to motivate and provide encouragement. The mentors are further expected to appraise the mentee about the infrastructural facilities available in the college, the expected outcome from their course of study and other developments of the college. Outcome: The mentorship programme is found to be useful for establishing a conducive atmosphere for learning. It creates an enabling and positive environment that extends beyond teaching- learning process.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
461	37	1:12

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
36	27	9	Nil	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nill	NIL
No file uploaded.			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nil	6th	20/03/2020	23/10/2020
BSc	Nil	6th	20/03/2020	23/10/2020
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The mechanism of internal assessment is conducted in a transparent and robust manner. As laid down by the university norms 70 (70 marks) of the total marks are assigned for End Term examination and 30 (30marks) are assessed internally. Every year at the beginning of the session, one day orientation programme is conducted to apprise the students about the CIE (continuous internal evaluation). This programme contains the full details about the internal assessment. Through the CIE 30 of the marks are assessed which includes-class test, seminar, group discussion, project works, open book test, debate, quiz, home assignment etc. Out of a total of 30 marks, 20 marks is allotted for class test which is conducted twice. The class test conducted are evaluated and the remarks notes are handed over to the students so that their errors are rectified. The highest marks scored out of the two tests are considered. For the remaining 10 marks, 5 marks each is allotted for any two from the remaining activities. The internal assessment marks is submitted to the college authority as per the given schedule. The authority calls for a HODs meeting to analyse and finalise the internal assessment of the students. The final assessed mark is placed on the notice board. Students who score 45 of the 30 marks in all subjects become eligible to appear for the end semester examination. In addition the science department conducts practical examination for which pass mark is 55 out of 50 marks.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college being affiliated to Nagaland University prepares it academic calendar as per the prescribed schedule of the university. The academic calendar of the college is prepared by the Calendar Committee. It is prepared under the supervision of the head of the institution. This is undertaken to ensure successful and timely coverage of curriculum. It also ensures that ample time is allotted for conduct and participation in extra-curricular and co-curricular activities. The academic calendar clearly indicates the activities to be performed in the academic session. The academic calendar is divided into odd and even semester. It includes the dates for admission and commencement of class. The schedule for internal assessment and its completion, date for



submission of internal marks and preparation of internal assessment result are clearly indicated. The days for filling up of examination forms for students and submission of the same to the university along with examination dates are also indicated. The academic calendar also states the dates for observation of annual social events like cultural day, literary day, freshers' and parting social. It also includes the dates for sports week and students' union election. Holiday dates both national and state, along with other vacation dates are mentioned. Further, the academic calendar is displayed on the notice board and circulated to all department heads for perusal, suggestion and necessary action plan. The concerned head of department and coordinators of different committee work on their action plan according to the academic calendar. The college follows the schedule strictly and tries to conduct all the activities as per the academic calendar. The head of the institution appraises and reminds the departments and committees on the timely completion of various activities. In case of unavoidable circumstances some activities or events may be rescheduled. Any necessary change in the calendar is decided by the head of the institution in consultation with the head of departments and coordinator of the committee.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://cloud.saochang.org/drive/s/1qBVPNeKeQov92Iu6VvgYH5XmMUAGD>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NIL	BSc	General	13	4	30.76%
NIL	BA	Honours	41	25	60.97%
NIL	BA	General	109	46	42.20%

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://cloud.saochang.org/drive/s/XQBfxD7iY4iKPfkuumNQ9Vq0FlFX81>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0

No file uploaded.

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
---------------------------	-------------------	------



### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	NIL
No file uploaded.						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	12	Nill	32
Presented papers	3	Nill	Nill	Nill
<a href="#">View File</a>				

## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Community living	NSS with adopted Keshai village	3	22
Exposure Tour	RUSA with KVK Tuensang	3	24
Training for providing Community service	District administration with office of Chief Medical officer	1	15
Community Service	NSS	4	27
Poster campaign	NSS	15	112
Collection and Segregation of plastic waste	NSS with Tuensang Town council	3	14
Poshan Abhiyan	NSS with Government middle school, 3rd NAP Tuensang	5	30
<a href="#">View File</a>			

### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Winner of Online Spoken word Competition	Certificate of Achievement	Nagaland State AIDS Control Society	1
External Examiner of Higher secondary	Certificate of Appreciation	Principal, Govt. Higher Secondary	Nill

Practical Examination		School, Tuensang, Nagaland	
Judge at District Level science seminar	Certificate of Commendation	Directorate of School education, Kohima Government of Nagaland	Nill
Observer for IGNOU Term End Exam	Appointment Order	Regional Director, Indira Gandhi National Open University, Kohima, Nagaland.	Nill
External Examiner of Higher secondary Practical Examination	Certificate of Appreciation	Principal, Govt. Higher Secondary School, Tuensang, Nagaland	Nill
Evaluator in the Essay writing competition	Certificate of Appreciation	Ministry of Culture, Government of India	Nill
Judge at the District level Science seminar	Certificate of Commendation	Directorate of School education, Kohima Government of Nagaland	Nill
Judge at District Level science seminar	Certificate Of Commendation	Directorate of School education, Kohima Government of Nagaland	Nill
Host in Republic Day	Acknowledgement Certificate	Government of Nagaland, Deputy Commissioner Tuensang	Nill
Host in Republic Day	Acknowledgement certificate	Government of Nagaland, Deputy Commissioner ,Tuensang	Nill
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Community living	NSS with adopted Keshai village	Lived experience on indigenous way of living	3	22
Community Service	NSS with Kohdi Children Home, Tuensang	Tutoring	2	27
Poshan Abhiyan	NSS with Government middle school, 3rd NAP Tuensang	Awareness programme on healthy and balance diet	5	30

Swachhata hi seva	NSS	Collection and Segregation of plastic waste	37	54
Swachh Bharat	NSS in collaboration with Tuensang Town Council	Awareness on plastic waste management	1	14
Solution for Environmental Problem	NSS	Poster campaign	6	30
Training for providing Community service	District administration with office of the Chief Medical officer	Preparedness to the threat of Covid-19 pandemic	1	15
Youth Engagement for Global Action: Eliminate HIV	Red Ribbon Club with Nagaland State AIDS control Society (NSACS)	Online spoken word Competition	1	1
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Chief Medical Officer Tuensang, Nagaland	10/10/2019	Provide basic amenities Awareness Programme, Medical Check up	450
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
12.7	12.62

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Campus Area	Existing
Class rooms	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Shradha Technologies	Partially	NIL	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5434	1684540	998	882238	6432	2566778
Reference Books	349	181480	50	30695	399	212175
Journals	Nill	Nill	6	19500	6	19500
Library Automation	1	85630	Nill	Nill	1	85630
Weeding (hard & soft)	73	Nill	28	Nill	101	Nill
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

No file uploaded.

### 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	26	13	0	0	0	9	4	0	0
Added	9	0	0	0	0	9	0	0	0
Total	35	13	0	0	0	18	4	0	0

#### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

0 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

### 4.4 – Maintenance of Campus Infrastructure

#### 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
19.9	19.84	30	29.96

#### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The infrastructure development and improvement cell are entrusted with the task of looking into the deficit areas to improve on the existing infrastructure which is being utilized to its optimal level. The recommendation of the infrastructure development and improvement cell is presented to the college authority depending on the urgency of cases. The college has a science stream offering degree courses (General) in all the basic science subjects. The laboratories for the same are named and maintained by the respective departments aided by laboratory assistant and bearers. Laboratory equipment are as per the syllabi. Separate computer lab has also been set up to cater to the needs of the students. The computer lab is managed by the Information and communication Technology (ICT). The college library advisory board is headed by Principal with all HoDs and librarian as member secretary. The objective of Library Advisory Board is to review the working of the library and to upgrade its facilities as and when required. The library is under CCTV surveillance to monitor the student activities and has separate reading rooms for both boys and girls. It is equipped with three computers to facilitate easy access to the library facilities. The college multipurpose hall caters to all the co-curricular activities of the college. Apart from using it to host various events and functions, it is also utilized as an Indoor Stadium. In addition, the college has a Volleyball court, Table tennis cum gymnasium. There is a smart classroom which was constructed under Rastriya Uchchatar Shiksha Abhiyan (RUSA) project. Information and communication Technology (ICT) looks after the

IT facilities that are available in the college. The cell conducts computer literacy programme for the students at regular intervals and the same is extended to the teaching and non-teaching staff.

<https://www.saochang.org/college/infrastructure>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Welfare	16	9600
Financial Support from Other Sources			
a) National	Post Matric Scholarships	337	2678330
b) International	NIL	Nill	0
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Class	06/09/2019	444	College
Mentoring	28/11/2019	461	College
Career Guidance Programme	27/08/2019	128	College
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Guidance Programme	Nill	128	Nill	Nill
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus	Off campus
-----------	------------



Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	4	BA	English	St Joseph College	MA English
2019	1	BA	Political Science	St Joseph College	MA Political Science
2019	2	BA	English	Patkai Christian College	MA English
2019	1	BSC	BSC General	Nagaland University	MSC Environmental Science
<a href="#">View File</a>					

#### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
45th Annual Sports Week	College	461
45th Cultural Day	College	461
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

#### 5.3.1 – 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	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nil	Nil	Nil	NIL
2019	NIL	International	Nil	Nil	Nil	NIL
No file uploaded.						

#### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

To ensure systematic representation and engagement of students in

administrative, co-curricular and extracurricular activities, a students' body called the Sao Chang College Students' Union (SCCSU) to which members are elected through secret ballot voting system by the students is formed every academic year. It consists of: 1. Principal, Ex-Officio President, 2. General Secretary, 3. Assistant General Secretary, 4. Games Sports Secretary, 5. Literary Secretary, 6. Cultural Secretary, 7. Boys Girls Common Room Secretaries, 8. Press Information Secretary 9. Executive Members The primary objective of the Students' Union is to address concerns of the students by acting as a bridge between the students and the college administration. The members are also part of various college committees resulting in an opportunity to work closely with college administration and teachers. Hence, the General Secretary of the union is a member of college IQAC. Duties of the SCCSU is to organise events such as Fresher's Day, Parting Social, Sports Week and Cultural Day. It also works closely with faculty to publish annual college magazine, celebrate commemorative events, organise competitions, cleanliness drives etc. The SCCSU is also an active member of the parent Eastern Nagaland College Students' Union (ENCUSU). Yet another important role is to take up college related issues to concerned government officials for redressal.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

98

5.4.3 – Alumni contribution during the year (in Rupees) :

81000

5.4.4 – Meetings/activities organized by Alumni Association :

Sao Chang College has an active Alumni Association. Although the Alumni Association has not been registered yet, it is a thriving association. It is highly involved in the activities of the college and renders unflinching support for the welfare and development of the college whenever it is called upon. A major duty of the Alumni Association is to maintain a record of the progress of its members from the time they pass out from Sao Chang College, progress to higher education, secure employment or undertake different ventures and ensure that all members stay informed and connected as this will guarantee a thriving and active alumni association. Thus, the Association maintains a WhatsApp group that enables quick and easy dissemination of information amongst its members which is useful especially in times of emergency. A notable contribution made by the association during the said period is the construction of a Waiting Shed in the college campus which was a necessary addition to the infrastructure. Role of the alumni association was also witnessed during the NAAC when they hosted dinner for NAAC Peer Team at the Circuit House in March 2020 besides the many physical and moral support rendered throughout the process.

#### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

##### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The principal is the head of the college and encourages participative management and decentralization. Instances of this practice are evident from

the following case studies. A case study in support of this practice is evident from the manner in which election to the college student union is conducted.

The election to the college student union is conducted by the Election Committee of the college in which the principal is not a member. The Committee announces the dates of nomination, criteria for qualification or disqualification, election date and declaration of result. In this regard, each student is given equal opportunity to contest and elect the officials of their choice. It is the Election Committee that ensures the smooth conduct of the election and its decision is final and binding on all parties. Evidence of further participative management and decentralization is reflected in the working of the college students' union office. After taking office, the student union assumes its duties and responsibilities. The Students Union is fully responsible for the organization and conduct of the Freshers' or Parting social and the Sports week. It put forward the desire and aspiration to the college administration for the welfare of the student community. The students union also takes steps towards maintaining decorum and discipline in the college. Moreover, the Girls' Common Room is exclusively maintained and managed by the Girls Common Room Secretary who is from amongst the students' union official. Another case study is that of the numerous committees that are constituted for the efficient working of the college. The teachers and ministerial staff of the college are coordinators and members of the various committees of the college. Each committee is provided with sufficient scope to function independently to fulfill its aims and objectives. For instance, student centric committee like Mentoring and Students Support Committee formulate their own modalities and work towards its implementation for the welfare of the student community. Committees like Anti-ragging and Internal Complaints Committee have their own working rules in place that ensure safe and enabling teaching-learning environment. The various committees are given ample scope to organize seminar and to perform other needful activities. The National Cadet Corps, National Service Scheme and Red Ribbon Club of the college are allowed to undertake necessary activity, perform extension service and attend camps/festivals as per the directives from their respective ministry. Moreover, Parent Teacher Association and Alumni Association of the college provide scope for the active involvement of the stakeholders and in providing constructive feedback on the functioning of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Research and Development	The college conducts Inter-departmental seminars in which research paper are presented from amongst the faculty members. The faculty members are encouraged to write research papers, participate in faculty development programmes, attend seminars and workshop
Library, ICT and Physical Infrastructure / Instrumentation	The college library and it resources are upgraded every year. Separate reading rooms for boys and girls are available. The computer room cater to the needs of college. Some of the class rooms are ICT enabled. The Conference

Hall is also equipped with projector and television. The college also have a smart classroom. Photocopy facility, computers and printers are available for faculty and students. Facilities like separate washroom and ramps are available for PwDs. The college also has a gymnasium cum TT Hall, Medical Inspection room, Multipurpose Hall, Girls' Common room, Boys Common Room, sochum(hostel) for both girls and boys. The college also provides office for the Students' Union, NCC, NSS, EU, RUSA and IQAC. Laboratory are equipped with basic instrumentation.

#### Human Resource Management

All employees of the college are inducted to various committee in order to assist the college for effective and efficient functioning. Apart from the duties relating to teaching-learning process, the employees are expected to perform additional duties relating to admission process, mentoring of students, organising and participating in co-curricular activities, and the like. For instance, the college Teachers' Association and the Students' Union ensure that its members contribute positively towards the progress of the college and abide by its rules and regulation. Also, the college encourages its employees to undergo training, attend seminar and workshop in order to acquire and upgrade their skill set.

#### Industry Interaction / Collaboration

Nil

#### Admission of Students

Admission committee is constituted to look after the affairs of Admission. The Committee actually prepares the prospectus of the College and determines the criteria for admission of students to the college.

#### Curriculum Development

As an affiliated college of Nagaland University, the College is not authorized to develop curriculum. The prescribed syllabi are followed. For the designing or development of the curriculum there is a Board of Under Graduate Studies in Nagaland University in which some of the faculty from the college are members. For the timely completion of the syllabus, teachers are required to submit their lesson plan for each paper.

#### Teaching and Learning

The college monitor the teaching -learning process through lesson plan,

remedial classes, monitoring of course coverage and moderating internal assessment process. To ensure the effective implementation of the curriculum assignment writings, group discussions, field trips and seminar presentation are organized. Various literary competitions like debates, extempore, speech, poetry writing are organized to develop writing and speaking skills. Due to the global pandemic and the ensuring nationwide lockdown, the teaching- learning process became virtual. It provided an opportunity to experiment in online teaching methods and to use many ICT pedagogic tools. Study tours are arranged occasionally to enhanced experimental learning process.

#### Examination and Evaluation

Examination and evaluation are undertaken as per the broad guidelines given by the university. All faculty members are involved in the conduct of both the University examination and internal examinations as invigilators, evaluators, scrutinizers, question paper settings and chief examiners. Internal assessment is conducted through assignments writing, class tests and seminar presentations. Practical examination is conducted as per university guideline

#### 6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Examination	The college receives all information relating to examination from the university through email. This includes the guidelines for conduct of examination, filling up of forms and the examination schedule. All such details including the results of the internal assessment and university examination are circulated by the college through various online platforms.
Planning and Development	The college aims to empower the student community to access information via college website, emails and WhatsApp groups. Important pictures of the events/activities are uploaded from time to time in the college Facebook page. All the important notice and necessary information are circulated to students, faculty as well as non-teaching staffs through WhatsApp groups. For increase transparency and

	security 11 CCTVS cameras have been installed which monitor the college campus 24X 7, out of which 4 are in the library, three in smart classroom, one each in science block and arts block, and two in administrative block.
Administration	Principal is the administrative head of the college. He is assisted by the ministerial staff and various committees. The office is equipped with computers which has portable internet connectivity. This ensures quick and efficient communication with all stakeholders. Maximum communications are processed through WhatsApp and email. Notifications and other related works are displayed in the college website and WhatsApp group. AISHE is prepared and submitted online.
Finance and Accounts	Mode of transfer of salary is online. Bill is prepared by the college, submitted to Treasury and the department deposits it into the respective bank account of the employees. Similarly, scholarships of the students are also deposited in their respective bank account.
Student Admission and Support	The admission committee along with principal regulates the admission process as per the guidelines from the Directorate of Higher Education, Kohima. Prospectus, Handbook and notifications are made available in the college website. Circulars and instructions are also uploaded in other online platform such as WhatsApp and email to keep the students updated at all times.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr Tekameren Walling	Workshop on NAAC related issues and Challenges	Fazl Ali College Mokokchung, IQAC	3075
2019	Dr.L J Neken Jamir	Workshop on NAAC related issues and Challenges	Fazl Ali College Mokokchung, IQAC	3075
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Interdepartmental Seminar	Nil	13/09/2019	13/09/2019	32	Nil
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC-Sponsored Refresher Course	1	16/09/2019	29/09/2019	14
Workshop (GIAN)	1	01/10/2019	05/10/2019	5
National Online Training Program	1	11/05/2020	13/05/2020	3
Short Term Course	1	19/05/2020	25/05/2020	7
National Online FDP	1	25/05/2020	29/05/2020	5
Refresher Course	1	27/05/2020	18/06/2020	21
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
7	37	Nil	36

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Charity Scheme	Charity Scheme	Poorest of the Poor, Fee concession for PwDs

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Transparency in financial management is prime importance for healthy growth of a college. In the college, internal audit is carried out in every semester and external audit is done every financial year. The college authority maintains a



cash book of every income and expenditure. Internal source of income is mainly from students fees under various heads namely Admission Fee, Tuition Fee, Library Fee, Session Fee, Enrolment Fee, Registration Fee, Student Union Fee, Library Development Fee, Internal Exam Fee, College Development Fee, Water Supply Fee, Electricity Fee, Science Practical Fee, IQAC Fee, Bus Maintenance Fee, Parting Social Fee, Identity Card, Games Sports, College Magazine Fee, EVS Field Trip. External funds are mainly sanctioned by the Directorate of Higher Education Department to meet the expenses of the college such as, salaries and wages, travelling allowance, office expenses, laboratory equipment, field trips for students and material/ supplies. Both the Internal and External Audit is done by the authorized Chartered Accountant.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
All Wards Union Tuensang Town Mr. Ebou Chang, B.D.O, External member IQAC,SCC Khamniungan Baptist Church, Tuensang Town Khamniungan Union,Tuensang Town Tuensang Village Chongpho Citizens Mr. Komayangbou Chang, Chairman 'C' Khel, Tuensang Village Y	1340500	For college accreditation (NAAC)
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
---

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	College Internal AAA team
Administrative	No	NIL	Yes	College Internal AAA team

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The Parent- Teacher Association(PTA) extends support to the college at all times. Meeting with the PTA are held at regular intervals. During these meetings, performance of the students, feedback on the teaching-learning process, along with the expectations of the college are discussed. It was the PTA that contributed towards the construction of the traditional style of decoration inside the Multipurpose Hall. For this activity, the PTA supported the college by giving both financial as well as physical assistance. Also, the PTA was a part of the reception team during the NAAC peer team visit to the college in March, 2020. Further, the PTA extended moral support during the NAAC



peer team visit to the college by being present at the college campus throughout the day.

#### 6.5.3 – Development programmes for support staff (at least three)

Interdepartmental Seminar

#### 6.5.4 – Post Accreditation initiative(s) (mention at least three)

College was accredited on 4th May 2020

#### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Career Guidance	27/08/2019	27/08/2020	27/08/2020	128
2019	Remedial Class	02/09/2019	09/09/2019	27/09/2019	444
2020	NAAC Peer Team Visit	11/03/2020	11/03/2020	12/03/2020	647
2019	SSS	12/09/2019	13/09/2019	30/09/2019	107
2020	Feedback analysis	10/02/2020	11/02/2020	29/02/2020	114
<a href="#">View File</a>					

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

##### 7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness programme on violence against women	06/08/2019	06/08/2019	138	120
Display Board Campaign on Activism Against Gender Based Violence	25/11/2019	10/12/2019	257	204

##### 7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Percentage of power requirement of the college made by the renewable energy sources (solar energy) is 1.02

### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil
Ramp/Rails	Yes	1
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	28/10/2019	1	Intergity- A way of Life	Corruption	113
2019	1	1	14/11/2019	9	Community Service	Tutoring	27
2020	1	1	15/04/2020	6	Mask making	Initiative against Covid19	11
2020	1	1	30/04/2020	6	Video on Covid19 awareness in local dialect	Awareness and preventive measure on Covid19	4
2019	1	Nil	01/08/2019	15	Swachhta Shapath	Installation of bamboo waste baskets and posters around the college	20

						campus	
2019	1	1	11/09/2019	16	Swachhata Hi Seva	Collect ion and s egregatio n of plastic waste in and around the college campus	91
2019	Nill	1	29/09/2019	1	Poshan Abhiyan	Balanced Diet	27
2019	Nill	1	26/10/2019	1	Awareness on plastic waste man agement	Segrega tion of waste	15

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of professional ethics for Teacher and students	30/06/2010	<p>The manual of the Code of Conduct for employees is provided for the employee on joining the college. It contents the details of the professional ethics emphasizing on punctuality, discipline and performance of duties. It expects the co-operation and participation of all it employees in college activities and to render services above their call of duty, when required.</p> <p>The employees of the college are expected to perform their duties in a dignified and cordial manner with integrity. It encourages the employees to contribute positively towards the development and progress of the college including participation in community/ extension activities.</p>

Student Hand Book	02/05/2019	The Students Handbook is issued during the time of admission. It contains the admission norms, the guidelines about the semester system and expectation to conduct themselves with integrity at all times are mentioned. It clearly states the prohibition of ragging, harassment and use of intoxicants in the college. The rules and regulations regarding proper use of college resources like library, laboratory, transport, computer lab, hostel properties and the like are mentioned. The norms for participation in NSS, NCC, Students Union election, Games and Sports, Literary and Cultural activities and the like are clearly stated.
-------------------	------------	---

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Poster competition on Solution for Environmental Problem	06/06/2019	06/06/2019	36
Poster campaign Against Corruption	28/10/2019	28/10/2019	113
Friendly football match to promote unity	31/10/2019	31/10/2019	56
Department seminar on National Science Day	28/02/2020	28/02/2020	40
Tree Plantation	01/06/2019	01/06/2019	43
<a href="#">View File</a>			

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. To encourage the use of recyclable material and source it from locally available resource, the college use bamboo waste baskets. It is made by the students and placed in and around the college.
2. To reduce carbon emission to the minimal level, the college encourages the use of college bus for transportation instead of personal vehicle. In this regard, almost all employees and students make use of the college bus.
3. As a green initiative, tree plantation drive was carried out in and around the college.
4. In order

ensure effective and efficient use of energy, the college is using LED bulbs instead of conventional bulbs. 5. To make best use of natural resource, the College has rainwater harvesting facility in the hostels. The water collected in this reservoir is used to meet the water requirement of both the girls' and boys' hostel.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practice 1** Title of the practice Academic Excellence Award (AEA) Objective To motivate and help the students excel in their academic performance, the college came up with a novel idea to award the students scoring the highest percentage amongst them (both arts and science). The fundamental idea behind this concept is to instil a sense of healthy competitive spirit among the students and also to produce competent students in the society. Context The remote geographical location of Sao Chang College, Tuensang, coupled with the fact that the college comprises of students who belong to economically weaker sections of the society means that these students are exposed to fewer opportunities as compared to most students in Nagaland. As such, the college is in constant need of various financial assistances to encourage and motivate the students in their pursuit for excellence in higher education which otherwise is a luxury for this group of students. Keeping this important aspect in view, an Award Committee was formed in order to contact and coordinate with willing sponsors, to initiate new award schemes and also to manage the awards process to students who excel in academic and extra-curricular activities. Practices In line with the objective of this practice, Academic Excellence Awards have been instituted by the college. After the declaration of the 6th semester, students with the highest percentage of marks are identified (this is tabulated for arts and science streams separately). Subsequently, the selected college toppers from both the arts and science streams are felicitated during the college Fresher's Day. The award carries an amount of Rs.5000 along with a citation which is sponsored by the family of Lt. P. Chuba Chang (Ex-minister) and another award of Rs.5000 along with a citation sponsored by the family of Lt. Aoyongdang Chang. Any student (from both arts and science) who tops the university examination is also awarded a sum of Rs. 5000 along with a citation which is sponsored by the family of Lt. Tsubongse Sangtam Ex-minister. Apart from this, "The Student of the Year" award is also given to excelling students who perform well in sports, co-curricular activities and academic studies. The academic excellence awards for the different academic years in both the Science and Arts streams are listed below:- a) 2014-2015:- Mr. B. Yemlongchingmak Chang in Science and Mr. K. Ngishang in Arts. b) 2015-2016:- Mr. Moalemba S. Chang in Science and Ms. Tsapila in Arts. c) 2016-2017:- Ms. Priyanka in Science and Mr. Bakhum Chuba in Arts. d) 2017-2018:- Ms. Changkumla in Science and Ms. Marina in Arts. e) 2018-2019:- Ms. Tango. C in Science and Mr. Y. Khumdile in Arts f) 2019-2020:- Ms. Chubasangla Chang in Science and Ms. Beena Tamang in Arts. The "Student of the Year" is awarded to a student who excels in overall performances in academic as well extra-curricular activities. Following are the students awarded under this category:- a) 2016-2017:- Ms. Y. Sentinaro. b) 2017-2018:- Ms. Chongnu Lhovum c) 2018-2019:- Mr. Nasetmongko. Y. d) 2019-2020: Ms. Hanalemla K. Best Debater of the Year:- In order to instil versatility among students and also to ensure overall development of the students, the college organizes various literary activities among which debate competition is one of the main events. The winner of the debate competition is conferred with the title, "Best Debater of the Year". The award carries a cash prize of Rs.1000 and a citation which is sponsored by the family of late Chiten Sangtam. A select group of judges from amongst the faculty is entrusted with the responsibility to choose the best debater. Evidence of Success It has been observed that since the initiation of the Academic Excellence Awards, there has been a marked increase in the level

of sincerity and hard work in the academic performance and eager participation in the extracurricular activities. It has successfully instilled a healthy spirit of competition. Most importantly, the awards serve as an incentive to the students to pursue higher education as it not only provides financial assistance but also inspire them with a sense of self-confidence to compete at higher level. This has been witnessed through the fact that the recipients of the award are found to have completed their master's degree even topping in their respective honours paper as well as securing the highest percentage among the entire discipline of N.U. This has been manifested in the number of alumni holding high positions in Govt. offices by clearing competitive exams, heading successful business establishments and making valuable contributions to the welfare of the society through their achievements.

**Problems Encountered and resources required**

The award was constituted at a time when the amount seemed a tidy sum. But with the increase in the standard of living, the amount is not sufficient anymore even to supplement a year's tuition fees. Taking this into account the amount needs to be increased to help the students cover the expenses in the initial stage of their further studies or other endeavors which would decrease the burden on the parents considering the fact that most of the parents are without a regular source of income. It would be a welcome sight for individual(s), groups and professors to reach out with more sponsorship so that the students are not deprived of their desired goal just because they happen to come from economically weaker section of the society.

**Note**

Incentives in the form of cash award and citations are important to motivate the students to push themselves and excel in academics and in life. It instils a sense of self-confidence to go through life and face every challenge that comes in one's way. As such, institutions should find more ways and measures to reward excelling students.

**BEST PRACTICE -2**

**Title of the practice:** TRIBAL MUSEUM AIMS AND OBJECTIVES:

1. To preserve and showcase Naga artefacts for teaching the history and traditions of the Nagas to the students and visitors.
2. To be an informal education centre for disseminating traditional knowledge of performance art such as folk songs and dances.
3. Encourage storytelling and cultural activities.
4. Conduct research and documentation.

The museum is also planning to bring out leaflets, posters and art albums to help students and visitors to know more about the Nagas.

5. Encourage traditional and modern art among the students.
6. Encourage Naga elders to teach the students traditional Naga art such as basketry, tattooing, metal works, woodcarving and textile weaving.

**The Context**

Museum as an institution tells the story of man all over the world and how humanity has survived in its environment over the years. It houses things created by nature and by man and in our modern society it houses the cultural soul of the nation (Arinze 1999:1). The Tribal Museum of Sao Chang College brings alive the arts of the Nagas. The museum aims to offer program to students to learn techniques of traditional arts of the Nagas such as woodcrafts, basketry, metal-works, textile weaving, pottery, dances, folklores and folksongs. The museum was established in 2018 with the financial help of Rs 40,000 from the college administration. The Department of History is entrusted with the collection, documentation, exhibition and researches for the museum.

**The Practice:**

The Sao Chang College museum encourages students, teachers and visitors to see and learn from the objects and discovers aspects of their culture, beliefs and values. Education devoid of the cultures of the people in the society is empty and incomplete. One of the fundamental objectives of the museum is to educate, and it is only the museum that has the capacity and the ability to impart cultural education effectively as it houses the tools and materials for doing so in its collections. (Arinze 1999:2). And taking part in the various cultural activities organised by the museum, the museum has become a community centre for intellectual growth, spiritual sustainment, unity and a place to ponder who are we, why are we here, where did we come from, where are we going. Learning from traditional craftsmanship enriches the creativity of students. Some incorporate the traditional skills into their artwork, while



others go on to become researchers and entrepreneurs. We believe insights from crafts can bring about innovation in our communities. There are stories communities and real lives behind every techniques. There is meaning in the harshness of natural materials and in manual work. With respect for and in recognition of our predecessors, we aim to create a future that builds upon the core of our culture (Yuji Yonehara 2019:1) Evidence of Success The college museum exhibits traditional and modern basket works, textiles, woodcarvings, pottery as well Naga paintings. The museum also conducts training in traditional songs and musical instruments such as the Jews Harp. It also conducts seminars and workshops in the traditional arts of basketry, textile weaving, pottery and metal works. The museum also encourages collections from other cultures in order to be innovative and proactive

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.saochang.org/igac/best-practices>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

**SOCHUM: The Traditional System of Imparting Education.** The Sochum or youth dormitory for both girls and boys were an essential part of the early Naga life. The Sochum has many similarities to 'Gurukuls' of the early 'mainland' Indian system of education. The Sochum life not only imparts formal education but also enhances acculturation. Elders orally communicated the Naga culture, customs, traditions that passed down from generation to generation through folk songs, music and dances, folklore narrations, wood carving and weaving to the youths while they lived in the Sochums. Modernization has eroded the core value and importance of the Sochums and the practice has been reduced to its minimal. In the process, the threat to cultural and indigenous language extinction is a stark reality faced by all the Naga communities today. The college, after an exhaustive introspection, has taken up the mission to revive the Sochum system of imparting education in the college hostels. The fundamental objective is to impart the rich cultural values of the indigenous practices to the students so as to enable them adapt to the modern-day life by keeping their core cultural values intact. The urban Sochum incorporates a detailed time schedule for all activities as in the past. A specific time period is set for regular study hours. Besides the regular study hours, a separate time slot is given for the students to prepare for competitive examinations. Coaching classes are arranged to equip the students with tips and study techniques to crack different types of examination. To impart the students with skill developments, elders teach the students to make traditional handicrafts, bamboo baskets and mats, wooden crockery in the boys Sochum. In the girls Sochum, the students are taught to make bead works, traditional jewellerys, weave traditional garment and educate them with the meaning of every 'motifs' woven on the shawls and the traditional Mekhela (wraparound garment). Folk songs, folk dances and folklore narrations are the essential components of the traditional Naga culture which are also taught in the Sochum. The students are taught to play indigenous musical instruments such as Tongten (Log drums), Kongkin (mouth organ), etc. The Sochum focuses on acquainting the students with cultural activities, customary practices and encourages exchange of cultural programmes and other outreach programmes with the junior Sochums in the neighbouring villages. Most of the students in the college are from the economically weaker section of the society. Hence, the Sochum encourages self-employment through part time work in the surrounding farms and cultivation areas owned by the college to inculcate self-sufficiency in the students become financially independent individuals. The Urban Sochum emphasizes on physical development as well as environmental

and social issues. The college believes that the Sochum system is very unique and that it should be made a core component of higher education especially because the world today is witnessing the extinction of many rich culture and indigenous languages. Urban Sochum probes and prompts the students to introspect on the importance of preserving one's culture and identity.

Provide the weblink of the institution

<https://www.saochang.org>

## 8.Future Plans of Actions for Next Academic Year

Future plans chalked out by IQAC concerns the overall development of the college. The targets can be broadly classified into two- infrastructure development and human resource development with sub categories within each. Firstly, with regard to infrastructure development, it intends to increase the number of ICT facilities in the classrooms. This will be achieved by increasing the number of classrooms equipped with overhead projectors. Another important improvement to the infrastructure will be construction of waste collection structure for efficient waste management system. This is to facilitate segregation of waste into degradable and non-degradable. Secondly, in relation to human resource development comprised by the staff and the students of the college, IQAC aims to organize seminars and hands on workshops that will cater to the immediate as well as long term needs of the college staff- teaching, non-teaching and of students. It will especially seek to organize computer skill development workshops as it is one of the most important areas in which all should command mastery. In addition, every department will be encouraged to organize subject specific seminars and to conduct regular inter-departmental seminars. Emphasis will also be laid on the active involvement of all in rendering extension services as and when called upon, it will encourage participation in community activities and to undertake/initiate collaborative ventures with various organizations and institutions. It will attempt to organise lifestyle awareness activities such as exercise and yoga mindful living seminars and mental health awareness campaign. Further, in order to reduce wastage of paper, of time and to increase overall efficiency, the college will be encouraged to adopt electronic means of communication in all its academic and administrative activities such as students' admission, intimation of notices and circulation of information within the college. Having recognized the centrality of communication and technology, IQAC will work towards achieving maximum integration of ICT tools in all college activities. Hence, IQAC will prioritize the education of all its staff and students with computer skills.