



# **YEARLY STATUS REPORT - 2022-2023**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**Sao Chang College**

• Name of the Head of the institution **Dr. Vitsosie Vupru**

• Designation **Principal**

• Does the institution function from its own campus? **Yes**

• Phone no./Alternate phone no. **03861220232**

• Mobile No: **7005465459**

• Registered e-mail **ssctsg@gmail.com**

• Alternate e-mail **iqacscctsg@gmail.com**

• Address **Tuensang, Nagaland ,798612**

• City/Town **Tuensang**

• State/UT **Nagaland**

• Pin Code **798612**

#### **2.Institutional status**

• Affiliated / Constitution Colleges **Affiliated College**

• Type of Institution **Co-education**

• Location **Rural**

• Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Nagaland University**
- Name of the IQAC Coordinator **Dr. Santosh Kumar Singh**
- Phone No. **03861220232**
- Alternate phone No. **9862583712**
- Mobile **7005519391**
- IQAC e-mail address **iqacscctsg@gmail.com**
- Alternate e-mail address **scctsg@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://www.saochangcollege.com/admin/postimages/039b14d6ff5f0453c17b858643344879.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.saochangcollege.com/admin/postimages/27031a5c3154bed62413ff6198cac4fd.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C</b>	<b>1.86</b>	<b>2020</b>	<b>04/05/2020</b>	<b>03/05/2025</b>

**6. Date of Establishment of IQAC**

**11/08/2010**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Higher Education Department</b>	<b>Accreditation Incentive</b>	<b>Higher Education Department</b>	<b>2023</b>	<b>Rs 400000</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year 15**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount **Rs 400000**

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

1. Financial support given to teaching faculty for attending workshop/conference/ Faculty development Programme.
2. Advance Learners were identified and given books on competitive Examination .
- 3.Conducted three-days basic vocational workshop on Electrician, Cutting & sewing and Carpentry at Industrial Training Institute ( ITI), Tuensang
- 4.Installation of WI-FI facility in the college campus.
5. Financial assistance were given to Tribal Museum, Sochum and Mentoring committee.

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

Plan of Action	Achievements/Outcomes
<p>To initiate more skill development Programmes and activities.</p>	<p>1. Skill development training program on pickle making conducted on 15.09.2022 organized by department of Botany. 2. Three days basic vocational workshop conducted at ITI, Tuensang, from 12/10/22 to 14/10/22 3. Photography contest conducted during wildlife week from 2nd to 8th Oct 2022. 4. Oral presentation conducted by political science department on 26th November 2022. 5. Slogan competition organized by Zoology and Jal Shakti Committee on 22nd March 2023. 6. Seminar cum demonstration on Disaster Management held on 28th March 2023. 7. Workshop on basic Photography and Videography conducted by Botanical Club on 15th April 2023. 8. "Living tradition : Preparation of Ceremonial Hat of the Khiamniungan Nagas" workshop conducted on 13th April 2023. 9. District Court visit for select students of 6th &amp; 2nd semesters to observe the court proceedings and later on had an interactive session with District Sessions Judge. 26 students attended the program which was organized by political science department. 10. First phase of Unnati skill training from 13.02. 2023 to 29.03.2023 11. Second and third phase of Unnati skill training conducted from 05.04.2023 to 11.05.2023. 12. Workshop on Bamboo basketry on 03.05.2023 organized by Alumni Committee.</p>
<p>To sign more MOU, Agreements and</p>	<p>1. MoU signed with IQAC Cluster,</p>

collaboration with other institute.	Pune, Maharashtra, on 06.09.2023. 2. Signed MoU between Department of Higher and Technical Education, Government of Nagaland with SGBS UNNATI FOUNDATION (SUF) Bangalore, on 20th December 2022 3. MoU signed with Digital Morung, Tuensang, on 19th April 2023.
To conduct Professional Development Programme for Non Teaching Staff.	Conducted workshop on basic computer literacy for non-teaching staff of the college from 8th to 12th May 2023.
To continue with vocational certificate Course (Floriculture).	Resumption of Floriculture classes from 12th September 2022.
Initiate activities to assist and encourage the advance learners.	Advanced learners were identified and awarded with books on various competitive examinations.
To setup Wi-Fi Network in the college campus.	Wi-Fi set up in the college campus with Symbios system on 17th April 2023.
To restore college water source.	College water source repaired and restored.
Additional activities	Nil
Extension activities.	1. Students' union of the college conducted awareness program on wildlife protection at Helipong village on 27th October 2022. 2. Church visitation by Sochumers(Hostellers) of Sao Chang College on 30th October 2022. 3. Logistic support extended during examination conducted for combined staff recruitment examination on 11th November 2022. 4. Science faculty deputed as external examiners during HSSLC practical

	<p>examination 2022. 5. National webinars conducted on 11th November 2022 and 16th December 2022. 6. Logistic support provided by the college for armed election personnels during the 14th Nagaland Legislative Assembly election 2023. 7. Extension service at 'Khodi children home' on 21st February 2023. 8. NSS camping along with various community extension services from 06-04.2023 to 09.04.2023 at khudei village. 9. Department of Physics carried out students extension service at Wela Foundation School Tuensang, on 15th April 2023. 10. Teachers' Association conducted medical camp for the residents of Saksi , Tuensang, on 22nd April 2023 11. RUSA seminar cum training on entrepreneurship (floriculture) to the neighboring community on 02.05. 2023. 12. Department of English conducted community extension program at Govt. Middle School, Wongtsuwong, on 10.05.2023</p>
Commemoration of important events.	<p>1. Teachers Day 2. International literacy day 3. World Ozone Day 4. Gandhi Jayanti-75th Indian Independence 5. National wildlife week 6. World Mental Health Day 7. Rashtriya Ekta Diwas 8. National Education Day 9. Constitutional Day 10. Constitution Day-Azadi Ka Amrit Mahotsav 11. Death Anniversary of Lal Bahadur Shastri 12. Martryr's Day 13. National Science Day 14. International Women's Day 15. Dandi March Day 16. World Poetry Day 17.</p>

	International Day of Forests 18. World Water Day 19. World Earth Day 20. Rabindranath Tagore's Birth Anniversary 21. National Technology Day
Seminars.	<p>1. One day seminar on ozone layer on 16th September 2022. 2. Seminar cum sensitization and awareness programmes on COVID - 19 conducted on 21st September 2022 and 8th February 2023. 3. Seminar on Apiculture conducted on 15th October 2022. 4. Seminar on Crime awareness on 19th October 2022. 5. IQAC organized seminar on Martyr's Day/Shahed Divas and prospects in Defence Services on 30th of June 2022. 6. Seminar on Digital innovation and technology for gender equality on 8th March 2023. 7. Seminar on World Forest Day on 21st March 2023. 8. Celebration of Yuva Utsav on 22nd March 2023. 9. Seminar on how to prepare for competitive exams on 12th April 2023. 10. Seminar on "Naga Folktales Retold" conducted on 24th April 2023.</p>
Educational field trip/tour.	<p>1. Department of EVS conducted a field trip to Longleng in order to study the Biodiversity on 18th march 2023. 2. Exposure trip cum field study at KVK, Tuensang, undertaken by the 5th Batch Floriculture, (Vocationalisation of Higher Education) under Rashtriya Uchchatar Shiksha Abhiyan on the 25th of March 2023. 3. Commercial polyhouse visit on the 20th of April, 2023, undertaken by the 5th batch Floriculture Students,</p>

	(Vocationalisation of higher Education) under Rashtriya Uchchatar Shiksha Abhiyan. 4. Science Department conducted a field trip at Hakchang for the Science students on the 10th of September, 2022.
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**13. Whether the AQAR was placed before statutory body?**

**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Advisory Board	13/12/2023

**14. Whether institutional data submitted to AISHE**



## Part A

### Data of the Institution

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• Designation	Principal
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<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.saochangcollege.com/admin/postimages/039b14d6ff5f0453c17b858643344879.pdf">https://www.saochangcollege.com/admin/postimages/039b14d6ff5f0453c17b858643344879.pdf</a>				
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<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>				
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College Advisory Board	13/12/2023				
<b>14. Whether institutional data submitted to AISHE</b>					
<table border="1"> <thead> <tr> <th>Year</th><th>Date of Submission</th></tr> </thead> <tbody> <tr> <td>2022-2023</td><td>25/02/2024</td></tr> </tbody> </table>	Year	Date of Submission	2022-2023	25/02/2024	
Year	Date of Submission				
2022-2023	25/02/2024				
<b>15. Multidisciplinary / interdisciplinary</b>					
With the introduction on NEP-2020 starting from the Academic year 2023-2024, the institution offers multiple choices and students					



have the option to choose their learning trajectories and programmes according to their talents and interests.

#### **16.Academic bank of credits (ABC):**

The college has not yet implemented the Academic bank of credit.

#### **17.Skill development:**

Skill development activities are carried out periodically along with the regular classes all throughout the academic session. In order to give more emphasis on vocational skills of the students, a three days basic vocational workshop was conducted at Industrial Training Institute, Tuensang, from 12th to 14th Oct' 2022. While observing the wildlife week from 2nd to 8th Oct' 2022, photography contest was organized, for interested students, during the week-long celebration. Department of Political Science organized an oral presentation contest and visited the District Court for interested students of 6th & 2nd Semesters to observe the court proceedings after which there was an interactive session with District Sessions Judge. A total of 26 students from political science department attended the programme. The Jal Shakti Committee and Department of Zoology jointly organized a slogan competition on 22nd March 2023. Workshop on Basic Photography and Videography was conducted by Botanical Club on 15th April 2023. Tribal Museum rejuvenation activity was held on 13th April 2023. Career guidance session on 'how to prepare for competitive exams' was conducted on 12th April 2023. Inter-departmental seminars are conducted throughout the academic year which is initiated by the Research committee of the college. Seminar on Disaster Management was held on 28th March 2023 while a one-day seminar on "Teacher as a Mentor" was also conducted on 30th March 2023. The (*Sochumers'*) Hostellers folktales retold programme was held on 24th April 2023. RUSA conducted seminar on scope of entrepreneurship in floriculture on 2nd May 2023.

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

With the implementation of NEP-2020 course content, options are given for student to study Indian writings which touches upon knowledge of Indian Culture and heritage while retelling the Myths in the form of fictional narration. The college observes various national commemorative days highlighting the importance of Indian historical events and culture. National Yoga Day is celebrated during which basic Yoga exercises are imparted as a part of Indian Knowledge system.

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

The end objective of Education should be to derive maximum benefit for the students. Student evaluation committee of the college assesses the overall incremental improvement of the student and places the report to the college authority accordingly for further necessary action.

**20.Distance education/online education:**

Periodic online activities like webinars, workshops are conducted along with online classes. Through online platform, and with the increased availability of the Internet and computer, students are able to access information anytime and from anyplace that would normally be available only through a traditional classroom.

**Extended Profile****1.Programme**

1.1

32

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1

634

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

756

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	207
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	38
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	37
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	78.82
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	43
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
The college follows the syllabus prescribed by the Nagaland	

university. The teachers prepare lesson plan at the beginning of each semester and discuss tutorial, remedial, laboratory experiment, project work etc. the lesson plan prepared by the departments is submitted to vice principal for monitoring. Departments prepare class routine based on a master routine of the college. Orientation program is held at the beginning of the session for all fresh students where the rules and regulation, semester system, working of the college are explained. The course coverage is internally monitored by the head of departments and vice-principal. Demonstration, discussions, seminars, field trips, activities, practical, revision and remedial/ tutorials classes are conducted. Teachers are motivated to use modern teaching tools. Internal marks are awarded on the basis of student's performance in the written class test, home assignments, and viva/oral presentation. At present the institution follows three different course comprising old semester system, CBCS and NEP (FYUGP). Each course has different set pattern of evaluation for internal and external examination evaluation. Teachers follow the guideline of marks distribution as prescribed by the parent university. Teachers are also engaged in evaluating the external examination answer scripts, which is sent by the Nagaland university.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.saochangcollege.com/admin/post_images/27031a5c3154bed62413ff6198cac4fd.pdf">https://www.saochangcollege.com/admin/post_images/27031a5c3154bed62413ff6198cac4fd.pdf</a>

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

The parent university ( Nagaland University) provides the guideline for academic calendar for every semester with reference to the list of holidays and semester activities. The semester period is generally july to December for odd semester and January to May for even semester. The academic calendar is prepared by the college planning committee under the chairmanship of principal and it is made known to all the teachers and students. The calendar for the institution prepared as per the schedule provided by the Nagaland university. Various tentative events and activities are strictly followed for timely and effective implementation of curriculum through regular classes, seminars, presentation,

conduct and evaluation of internal and external examination. The calendar highlights the holidays, semester break, national events and various co-curricular activities including fresher's day, field trips, sports, cultural program, parting social. And other student's personality development activities. The continuous internal evaluation (CIE) activities are carried out by the teachers through objectives and subjective mode of proficiency assessments. The academic calendar is properly monitored by the principal, respective committee, HOD's and IQAC for proper implementation and students progression.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.saochangcollege.com/admin/post_images/5ca8318d13f808ba8bd17dc1f97bc99c.pdf">https://www.saochangcollege.com/admin/post_images/5ca8318d13f808ba8bd17dc1f97bc99c.pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **1.2 - Academic Flexibility**

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

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

**2**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year****1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****1**

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year****33****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****33**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

The institution curriculum incorporates cross cutting issues in all subjects. The course content in Botany deals with environmental sustainability. Economics curriculum is related to professional ethics. Education syllabi dealing with life skill and communication skill is connected to human values and professional ethics. In English syllabi Human value and gender issues are studied in poetry, dramas and novels. Professional ethics are included in academic writing, composition, media and communication skill. Environmental Studies course relates to environmental sustainability and human value. History curriculum is mostly concerned to human values and the units having skill enhancement and ability enhancement course also connect the curriculum to professional ethics. In Political Science subject, Gender values are taught in chapters dealing with feminist political theory, affirmative action policies for LGBTQ, gender and voting behaviour. Professional ethics are taught in chapters dealing with democracy, freedom, equality & justice. In Sociology, the course unit dealing with technique of ethnographic film making and industry and labour connects the course with professional ethics. In Zoology subject the unit course content 'animal diversity' studies environment & human value and the unit course content 'Environment and public health' deals with environment, professional ethics and human value.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

4

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

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

237

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
--	---------------------



File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

#### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.saochangcollege.com/admin/post_images/a4f338eda38c63c92393238db302de0d.pdf">https://www.saochangcollege.com/admin/post_images/a4f338eda38c63c92393238db302de0d.pdf</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

840

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

627

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The institution has a structured framework to assess and evaluate the teaching and learning process. Slow learners are identified by the concerned subject teacher based on the academic performance.

- For old course, students securing 18 marks in the internal assessment and for CBCS course, students securing 15 marks and below and students who have end semester exam backlogs are identified and categorized as slow learners. They are enrolled compulsorily in the remedial classes and given special attention to improve their performance.
- Mentors of the slow learners are informed to give continuous guidance and support to those students. Each mentor carries out personal mentoring sessions with those students to identify their weaknesses and provide necessary support for improvement.
- Remedial classes are conducted for slow learners to improve their academic performance.
- Students securing 80% above in the internal test (12 marks and above) are labelled as advanced and they are also identified through classroom activities like class tests, group discussions etc. They are given advice through mentoring session and encouraged to attend seminars, literary competitions, quiz competitions and such other district and state level competitions.
- Suitable awards are also given to those students who excel in their academic performance. Study materials are provided to motivate them in preparing for such examinations.

File Description	Documents
Link for additional Information	<a href="https://www.saochangcollege.com/admin/post_images/cfd173114f536ec96cdcb1d4d8bfa0c8.pdf">https://www.saochangcollege.com/admin/post_images/cfd173114f536ec96cdcb1d4d8bfa0c8.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
634	38

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

The institution imparts knowledge by following innovative and student-centric approach methods.

- Courses (subjects) are imparted through lecture method, interaction, group discussion, brainstorming, lab experimental work, projects etc.
- The students are also encouraged to participate in the teaching-learning process by using 5E constructivist model by the teacher where the students take the centre stage in the teaching-learning process.
- Seminar and project methods are followed to develop various skills of students. To enhance the learning experience, E-learning tools such as PPTs, videos, smart classrooms etc are used.
- Students have access to various study materials like E-Books from the college library.
- Experiential learning approach is followed by the institution by giving opportunities to students to visit nearby villages to experience actual conditions of the villagers while conducting field trips and study tours.
- Resource persons, eminent scholars, subject experts, and alumni are invited to the institution to share their knowledge and experience so as to motivate the students.

Problem solving methodologies are being imparted in both Arts and Science stream to promote critical and analytical thinking abilities in the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/3c732ad1f7ffdc1cb191421d0d9a3133.pdf">https://www.saochangcollege.com/admin/post_images/3c732ad1f7ffdc1cb191421d0d9a3133.pdf</a>

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

For effective teaching learning, teachers use projectors in the classroom for better understanding of the topics by the students. In certain subjects, as per the requirement of topic for mass media medium of communication, radio broadcasting of educational programmes channels is tuned in the classroom on relevant topics after identifying the radio programme schedules. The use of ICTs in classrooms have become a necessary part of the innovative and creative teaching strategies of modern times. With the introduction of improvised ICTs in the curriculum transaction, the learning level of the students in the classroom has improved to a great extent. Hence, ICTs have been integrated as a regular and effective tool for attaining maximum learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.saochangcollege.com/admin/post_images/99e7661cb40f129c408675482c8947db.pdf">https://www.saochangcollege.com/admin/post_images/99e7661cb40f129c408675482c8947db.pdf</a>

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

**2.3.3.1 - Number of mentors**

37

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

11

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

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

#### 2.4.3.1 - Total experience of full-time teachers

**461 years 6 months**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

Continuous Internal Evaluation (CIE) is an integral part of teaching-learning and students achievement assessment mechanism in the institution. Out of the 100 marks in a paper, 25 marks are allotted for CIE as per Nagaland University guidelines. Out of a total of 25 internal assessment allotted marks, 5 marks each are assigned for two activities along with 15 marks for class tests. Class tests are conducted as per the academic calendar prepared by the college. The CIE question papers are set by respective subject teachers. The evaluated answer papers of class test and assignments are handed over to students and such other discrepancies, if detected, are rectified in a transparent manner. As per the University guidelines, science practical exam is conducted internally for 50 marks. Students failing in internal assessment tests are given one more chance to re-appear for improvement.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://nagalanduniversity.ac.in/files/cbcs/2022/2022-CBCS-exam-guidelines.pdf">https://nagalanduniversity.ac.in/files/cbcs/2022/2022-CBCS-exam-guidelines.pdf</a>

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

The Examination Committee headed by the Vice-Principal oversees the conduct of all internal tests and semester examination, taking care to adhere to the affiliating University rules and regulations. The Committee along with the Establishment branch deals with all grievances of the students related to admit cards, registration cards, marksheets and such other related documents

pertaining to the students' academic career. Malpractices of any kind during examinations are reported by the concerned invigilator to the Examination Committee and dealt with according to the guidelines set down by the institution. Erring student, if any, is summoned before the Committee whereby further necessary enquiry is taken up and appropriate corrective and remedial actions are initiated. Evaluated answer scripts with the marks secured in all internal tests are returned to the students wherein discrepancies, if any, are rectified immediately by the concerned teacher in the presence of the student to maintain transparency. The scripts are handed out along with feedback form by the teachers to help the students identify their mistakes and assist them in areas that needs improvement. Re-tests are regularly conducted to provide ample opportunities for slow learners.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/5ca8318d13f808ba8bd17dc1f97bc99c.pdf">https://www.saochangcollege.com/admin/post_images/5ca8318d13f808ba8bd17dc1f97bc99c.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

The Programme and Course Outcomes for all the programmes are stated and displayed in the college website. The PO's and CO's are made aware to the students by the faculty at the start of each new academic session on the orientation day to the new incoming batch. They are apprised of the POs, COs and LOs of the programmes offered and other details pertaining to academics as well as extra-curricular activities are also given. Every department conducts meetings to map out lesson plans and strategies at the beginning of each session to ensure the LOs are effectively disseminated by the teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.saochangcollege.com/categoryaca?id=6">https://www.saochangcollege.com/categoryaca?id=6</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution disseminates information on the POs, COs, and LOs of the programmes offered by the Institute to the students at the conclusion of each assessment period. Evaluation of the outcomes is carried out through Internal and External Evaluation of the students respectively which carries an aggregate of 25% and 75% (New CBCS Course) respectively for theory subjects. The Evaluation and Award Committee monitors the evaluation of the outgoing students to determine the course outcome. The aggregate marks of the last two semesters of the outgoing batch are annually evaluated whereby the best performing students are identified for various academic awards instituted in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.saochangcollege.com/categoryaca?id=6">https://www.saochangcollege.com/categoryaca?id=6</a>

#### 2.6.3 - Pass percentage of Students during the year

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

207



File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.saochangcollege.com/admin/postimages/fff52085a5c118af13f86247a7977ce0.pdf">https://www.saochangcollege.com/admin/postimages/fff52085a5c118af13f86247a7977ce0.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://www.saochangcollege.com/admin/postimages/61855cf7e574d498d330e26da8b8823e.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

28

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

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

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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers

**published in national/ international conference proceedings per teacher during the year**

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

**1**

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### **3.3 - Extension Activities**

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

1. On 27th October 2022 students participated in the one-day awareness program on Wildlife Protection at Helipong village, Tuensang.
2. Sochumers (Hostellers) of the college attended church service at Chang Baptist Church, Tuensang, on 30th October 2022. While attending the church service, the students learned about the importance of community engagement and the fulfilment derived from positively contributing to shared activity.
3. The NSS unit of the college organized a special camp at Khudei village from 6th to 9th April 2022 and undertook cleanliness drive and plantation of tree saplings.
4. Students of Physics Department participated in extension service to neighbouring school on the importance of Physics Subject.
5. Rashtriya Uchchatar Shiksha Abhiyan (RUSA), Sao Chang College, organized a seminar titled "Scope of Entrepreneurship in Floriculture" on 2nd May 2023, with a view to create awareness on business opportunities in Floriculture within the neighbouring community.
6. Department of English, Sao Chang College, visited Govt. Middle School, Wongtsuwong, Old Medical Sector 'A', Tuensang. English Honours students of 6th semester students accompanied the teaching faculty. The school administration shared challenges faced by the school. During the interaction with the teachers the visiting team encouraged the teachers to remain dedicated in their job.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/f6a06b7a69fb8e69803725a80ed8a6f2.pdf">https://www.saochangcollege.com/admin/post_images/f6a06b7a69fb8e69803725a80ed8a6f2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

24

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

14

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

704

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

1

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The College has the basic amenities which includes staff and student car parking, canteen, drinking water purifier, MI room, CCTV cameras, security lights, fire safety, washrooms for gents, ladies and boys' & girls' common rooms.

**Classrooms** - There are 16 Classrooms, 7 ICT enabled with projector facilities, 1 smart classroom, 4 Science laboratories and 1 computer laboratory.

**Tutorial Spaces** - Classrooms are used for tutorials and remedial coaching after the regular classes get over for advanced and slow learner students.

**Seminar/Conference Hall**-A dedicated Seminar/Conference Hall with ICT enabled Projector facility is in place for regular use.

**Laboratories** - There are science laboratories in the departments of Botany, Zoology, Chemistry and Physics. Computer labs are available for practical classes of IT related subjects.

**Additional facilities**- The College has provisions for wheel chair and ramps which are made available for physically challenged students. Special seats are reserved for physically challenged students in the college bus.

**Library** - The College library has printer, reprographic facility, reading room (separate for boys and girls), journal section, question banks and magazines.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saochangcollege.com/news-menuInfradetails?id=56">https://www.saochangcollege.com/news-menuInfradetails?id=56</a>

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

The College has minimal physical facilities which are augmented from time to time for conducting curricular, co-curricular and extra-curricular activities.

Cultural -College Multi-purpose hall is available for extra-curricular activities of the institution like cultural functions, medical camps, college fest and seminars. An open-air stage for flag hoisting in the college premises is also used for functions like Independence Day, Republic Day and other programmes.

Games (Indoor) - Gymnasium cum Table tennis hall is equipped with modern gym facilities and a table tennis board. The college also has two (2) Badminton courts inside the multipurpose hall.

Games (Outdoor) - College has one (1) volley-ball court in the Boys Hostel. A quadrangle within the college premises is also used for outdoor sporting activities.

NCC and NSS Camps and other activities are carried out regularly through the initiative of the Nodal officer concerned. The college provides infrastructure and funds for carrying out NSS and NCC activities.

Yoga - Yoga sessions are carried out occasionally with demonstration by Yoga experts in the college multipurpose hall.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saochangcollege.com/news-menuInfradetails?id=56">https://www.saochangcollege.com/news-menuInfradetails?id=56</a>

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

10

#### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saochangcollege.com/news-menuInfradetails?id=56">https://www.saochangcollege.com/news-menuInfradetails?id=56</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

11.2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Sao Chand College library is automated using the 'Koha' software version 3.16.01.000 for library management System. Koha is used for almost all the housekeeping operations in the library. Circulation, cataloguing, OPAC, bar-coding of books and library members are all done through this software. The software consists of the following modules: circulation, patrons, advanced search,



lists, cataloging, authorities, serials, acquisitions, reports, tools, koha administration, and about koha. The college library is equipped with reference books, textbooks, magazines, e-newspapers, journals, e-books etc. It has a collection of over 8300 titles which includes reference books.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.saochangcollege.com/admin/post_images/15a5513becf21081a31f275073d0d7b7.pdf">https://www.saochangcollege.com/admin/post_images/15a5513becf21081a31f275073d0d7b7.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

### 3.4

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year****54**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college updates IT facilities frequently by phasing out the damaged and outdated equipments by replacing with the new gadgets. The college is equipped with Symbiosis internet facility. The facility is made available for the students, teachers and staff of the college free of cost.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers****43**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

78.82

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college has an Infrastructure Development and Improvement Cell that plans and supervises infrastructure up-gradation project activities. The recommendation given by the committee is placed before the college authority on urgency basis for verification and for final approval. Apart from Arts stream, the college has a science stream offering degree courses (General) in all the science subjects. Science laboratories are maintained by respective departments. It is equipped as per the syllabi requirements. There is also a computer laboratory specifically for students, monitored by the Information and Communication Technology (ICT) Committee. The College has a Library Advisory Board, headed by the Principal with all the HoDs as members. Here the librarian is the member secretary. Their task is to review library functioning and plan out modalities for upgrading the library. The library is under CCTV surveillance to monitor student activities and has separate reading rooms for boys and girls. The

college has a Multipurpose Hall that caters to all co-curricular activities. Alongside there is a Volleyball court and a Table-tennis court cum gymnasium. There is a smart classroom constructed under Rastriya Uchchatar Shiksha Abhiyan (RUSA) project maintained by RUSA Committee. Additionally, various other committees are assigned with respective task for maintenance and utilisation of the existing infrastructure in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

0

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

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

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

22

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="https://saochangcollege.com">https://saochangcollege.com</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>60</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>60</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

41

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

5

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<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 university/state/national / international level (award for a team event should be counted as one) during the year

##### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

To ensure systematic representation and engagement of students, 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

Their primary objective is to address concerns of the students by acting as bridge between students and college administration. The members are part of various college committees that enable them to work closely with college administration and teachers. Hence, General Secretary is a member of IQAC. Co-curricular activities like quiz, essay, speech, debate competitions are organized by committees and departments in which representatives from the students' union are involved as organisers.

Extracurricular activities like Fresher's Day, Parting Social, Sports Week and Cultural Day are organised by students' union. Extension Services are also undertaken by the union by conducting awareness programme. The SCCSU is also an active member of the parent Eastern Nagaland College Students' Union (ENCSU) which ensures participation at a bigger level.



File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/a54e00b4ad35bee11d597a1b06205cf2.pdf">https://www.saochangcollege.com/admin/post_images/a54e00b4ad35bee11d597a1b06205cf2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

9

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

### 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

Sao Chang College has an active Alumni Association. 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.

File Description	Documents
Paste link for additional information	<a href="https://saochangcollege.com/admin/postimages/18b964970f083f4605e7b141a8b24f10.pdf">https://saochangcollege.com/admin/postimages/18b964970f083f4605e7b141a8b24f10.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision

To provide opportunities for higher learning so as to produce useful and responsible citizens of the country, that they may bring social, economic and educational development in the country. All these can be realized through total personality development of the students by imparting quality higher education under the college motto "Deeds Not Words".

#### Mission

To educate young students and prepare them to transcend in the service of the country, and to attain personal fulfillment by leading a value based life through innovative and student friendly curriculum.

#### Governance:

The administration and management of the college have moved beyond narrowly defined roles of governance. The Advisory Board is a

progressive group of eminent people who has ability to undertake decisions for the promotion of higher education. The college has various committees which organize events, programmes and activities for imparting skills for higher learning and also for all round development of the students. The college also has planning and development committee that looks after the overall development of the college. The IQAC coordinates with various committees and departments to deliberate on the plan, functioning and the vision of the college.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/c44e82bade49f2ac1ec9687a3938a07.pdf">https://www.saochangcollege.com/admin/post_images/c44e82bade49f2ac1ec9687a3938a07.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Sao Chang College is a government run institution under the Higher Education Department. The Higher Education Department, Government of Nagaland administers, directs, authorizes policies and plans for the functioning of the institution. Through decentralized planning, the Principal and staff actively involved in implementing the policies and plans of the government. As the head of the Institution, the Principal encourages participative management and decentralization by acting as chairman of IQAC, planning committee, RUSA, library advisory board and sao chang college students union. The rest of the committees are headed by teachers as coordinators. As a participative management strategy, members from the students union and ministerial staff are assigned as members of various committees. The committees are given opportunity to organize professional programmes while also extending financial support to certain committees engaged in crucial quality enhancement activities. To ensure effectiveness, regular meetings with all committees, teaching and non-teaching staff are held. The Vice-principal looks after the smooth running of the students' admission and examination related issues. Vice-Principal takes charge as the administrative head of the college in the absence of the Principal. The college Advisory Board constitutes of the Deputy Commissioner of the District as the Chairman along with board members.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/c44e82bade49f2ac1ec9687a3938a07.pdf">https://www.saochangcollege.com/admin/post_images/c44e82bade49f2ac1ec9687a3938a07.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Under the overall supervision of the Principal, various committees are constituted for effective deployment of institutional strategic planning. On the reopening day of every academic session, Principal calls for staff meeting to streamline all strategies of the institution and accordingly all tasks are distributed. To oversee the effective implementation of the plan of action to be executed, the college authority keeps track of its implementation through regular consultative meeting with all committees and departments. It is mandatory for all departments and committees to submit their respective strategic plans for the current session to the IQAC at the start of every academic session and present the action taken report with all relevant documents thereafter. To ensure that all the seven criteria of the AQAR are studied and minutely executed, criterion wise teams are nominated from all the teaching faculty and non-teaching staff with IQAC members as coordinators in each criterion. The college planning committee consisting of some select senior teachers headed by the Principal, takes the responsibility in conceiving strategies for overall development of the college. All proposed strategic plans are conveyed to the Chairman of the college Advisory board so that mobilization of funds such other proposals are properly implemented.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/e7fda6d8425d066cb8e0532bad321149.pdf">https://www.saochangcollege.com/admin/post_images/e7fda6d8425d066cb8e0532bad321149.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution has the following organizational/administrative set up for effective and efficient functioning:-

1. The Advisory board comprising of Local legislators, academicians, senior government officials, and University representative headed by the Deputy Commissioner as the Chairman.
2. Principal as the head of the Institution.
3. Vice-Principal who assists the Principal.
4. Associate and Assistant Professors.
5. Head Assistant and supporting ministerial staff.
6. The college Librarian.

The institution functions under the directives of the Higher Education Department and Nagaland University. The college is headed by Principal assisted by Vice Principal, HoDs, Non-Teaching staff and various committees to support the college authority in all the institutional functioning. All committees in the college are headed by respective coordinators and dispenses under the overall supervision of the Principal. Every committee has three to four members depending on the nature of work and is drawn from teaching faculty and ministerial staff. Students union office bearers are also included as members in crucial committees. Government policies such as service rules, recruitment, promotion and grievances, etc. are governed under the rules prescribed by the Higher Education Department, Government of Nagaland.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/dd070158ce37cf20efd6bcb9e7df7d50.pdf">https://www.saochangcollege.com/admin/post_images/dd070158ce37cf20efd6bcb9e7df7d50.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://www.saochangcollege.com/admin/post_images/7adf22cd6097015de47d1b3f4be8c03a.pdf">https://www.saochangcollege.com/admin/post_images/7adf22cd6097015de47d1b3f4be8c03a.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college is a government institution and therefore all government welfare measures for teaching and non-teaching staff are followed and governed according to the set rules and guidelines. Welfare measures within the college are also provided to teaching and non-teaching staff which are effectively implemented. Teachers attending professional development programs are granted leave to attend such undertakings. Provisions like DA/TA are provided to teachers who are deputed to attend official meetings called by the Directorate of Higher Education Department. Teachers and Ministerial staff on official deputations are also granted nominal financial assistance. Physical welfare measure like restrooms facilities are provided both for the teaching and

non-teaching staff. For recreational purpose, the college has a badminton court, T.T. hall, a mini gym and volleyball court for students and staff. Additional welfare measures facility includes RO drinking water, buses for conveyance, counseling room and Medical Inspection room. Doctors and nurses are regularly deputed by the district civil hospital to monitor the physical health of the students and staff of the college. Computers and printers are provided to be utilized by students, teaching and non-teaching staff. Teacher's Association of the college has a pool fund which is being utilized for charity purpose.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/news-menuInfradetails?id=56">https://www.saochangcollege.com/news-menuInfradetails?id=56</a>
Upload any additional information	<a href="#">View File</a>

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

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

12

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

6

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

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

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

21

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

A systematic appraisal system is followed in the college for teaching and non-teaching staff which is mandatory for all employees in the college. To assess the performance of teaching staff, Annual Performance Assessment Report (APAR) and Academic



Performance Indicator (API) are the two methods of appraisal. In API and APAR system of appraisal, every teaching staff rates their individual performance and submits it to the Principal of the college which is scrutinized confidentially. The Deputy Commissioner of the district verifies it and later on it is forwarded to the Director, Higher Education Department who is the reviewing authority for the appraisal. It is further submitted to the Secretary, Higher Education, who is the final authority in respect of appraisal for all teaching faculty. In the case of non-teaching staff, the self appraised report (APAR) is submitted to the Head Assistant who scrutinizes the self appraised responses of all non-teaching working under the establishment branch. It is then dispatched to the Principal of the college for review and rated according to the performance of the individual staff under scrutiny. The assessed APAR is then submitted to the Director, Higher Education, who is the final authority in respect of all the mentioned appraisals.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/categorydown?catid=2">https://www.saochangcollege.com/categorydown?catid=2</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

Transparency in financial management is of prime importance for healthy growth of a college. Therefore, the internal audit is carried out 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 admission fees under various heads viz. tuition fee, library fee, session 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, etc. At the end of every semester, internal audit under various heads are conducted by the Internal Audit committee nominated for the same and the copy of the same is submitted to the IQAC, Principal, and to various committee heads. External funds are mainly sanctioned by the Higher Education Department to

meet the expenses of the college such as salaries and wages, travelling allowance, office expenses, machinery equipments, field trips for students and material/ supplies, etc. All Internal audits are carried out by the Internal audit committee and External audit is done by an authorized Charter Accountant at the end of every financial year.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/4f6de6f3d730423d0f0d24faabfbac54.pdf">https://www.saochangcollege.com/admin/post_images/4f6de6f3d730423d0f0d24faabfbac54.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

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

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

Internally mobilized funds generated are strategically and optimally utilized by the institution. Funds generated from students' admission fee is the major source of income for the institution. They are allocated under various heads and sanctions for its utilization are disbursed accordingly. These funds are optimally utilized for library, college development, bus maintenance, electricity bill, maintenance of water supply, games and sports, cultural programme, Science practical fee and others. Other source of income are generated while organizing online professional programme (registration fee), contribution from Alumni and freewill donations from well wishers. Transparency and

accountability in all transaction is maintained through vouchers and cash memos which are audited internally by the Internal Audit Committee after every semester and External audit after every financial year by a competent Charter Accountant.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/4f6de6f3d730423d0f0d24faabfbac54.pdf">https://www.saochangcollege.com/admin/post_images/4f6de6f3d730423d0f0d24faabfbac54.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 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

For the pursuit of quality education, the IQAC of Sao Chang College has initiated the below mentioned activities towards the institution:

1. One day seminar to commemorate World Ozone Day on 16th September 2022 at the College
2. 3- days Basic Vocational Workshop from 12th October 2022 to 14th October 2022
3. Conducted awareness program on wildlife protection at Helipong village, Tuensang, on 27th October 2022
4. One day webinar on "Prospects of National Education Policy (NEP)" on 16th December 2022
5. Seminar on the topic: "Martyrs' Day / Shaheed Diwas & Prospects of Defence Services organized by IQAC on 30th January 2023 at Sao Chang College
6. College celebrated the world Forest Day under the theme "FOREST AND HEALTH" on 21st March 2023
7. One day seminar on "Living Traditions" on 13th of April 2023
8. Workshop on basic computer literacy from 8th -12th may 2023
9. Financial support given to teaching faculty for attending workshop/conference/ Faculty development Programme
10. Advance Learners were identified and given books on competitive Examination .
11. Installation of WI-FI facility in the college campus.
12. Financial assistance were given to Tribal Museum, Sochum and Mentoring committee.

File Description	Documents
Paste link for additional information	<a href="https://saochangcollege.com/categoryiqac?id=80">https://saochangcollege.com/categoryiqac?id=80</a>
Upload any additional information	<a href="#">View File</a>

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

At the beginning of every academic session, planning committee prepares the academic calendar basing on the Nagaland University academic calendar and class routine is prepared after detailed deliberation with all HoDs. For effective teaching-learning process, lesson plans, according to the academic calendar are prepared and submitted by all teaching faculty to the college authority. The IQAC is instructed by the Principal to take the initiative in making all teachers comply according to the prepared lessons plans. To assess the teaching-learning outcome feedbacks in the form of questionnaire are prepared and supplied to teachers. The feedback collected are periodically compiled and studied by the IQAC to assess if any incremental improvements are observed. HoD meetings are called by the Principal to fill in the loopholes or suggestions by respective teachers. To keep track of the students attendance and topics taken, respective teachers submit monthly attendance and topics completed to college authority. Teachers regularly attend faculty development programmes both offline and online mode to keep an update of the teaching learning method. College administration monitors the student learning outcome through Continuous Internal Evaluation (CIE), end semester external examination and all activities related to the curriculum.

File Description	Documents
Paste link for additional information	<a href="https://www.saochangcollege.com/admin/post_images/e7fda6d8425d066cb8e0532bad321149.pdf">https://www.saochangcollege.com/admin/post_images/e7fda6d8425d066cb8e0532bad321149.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of**

**C. Any 2 of the above**

**Internal Quality Assurance Cell (IQAC);**  
**Feedback collected, analyzed and used for**  
**improvements Collaborative quality**  
**initiatives with other institution(s)**  
**Participation in NIRF any other quality audit**  
**recognized by state, national or international**  
**agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.saochangcollege.com/admin/post_images/392bdbdd4e164e9a7e148c4d2e87cda0.pdf">https://www.saochangcollege.com/admin/post_images/392bdbdd4e164e9a7e148c4d2e87cda0.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is dedicated to upholding gender equality as a fundamental human right, ensuring equal opportunities, access, and rights for both men and women. It actively fosters an inclusive environment by providing unbiased admission and access to college resources. Initiatives such as seminars, orientations, and programs focus on gender equality and sensitization. A dedicated orientation program delves into gender equity, sexual harassment, anti-ragging, and student harmony, emphasizing complaint redressal. Additionally, the college organizes competitions like painting and poster contests on the theme "Education for All." Various measures and programs are implemented to create a safe space that promotes respect, equality, and a healthy environment for women. International events like International Women's Day are celebrated to honor womanhood. The Internal Compliance Committee works rigorously to prevent, prohibit, and redress sexual harassment. The college ensures equal opportunities for all students, regardless of gender, race, color, or religion, especially in their participation in activities such as Student

Union elections, games, sports, and literary and cultural events.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.saochangcollege.com/admin/post_images/8c99aa6336b37e01c2be51ec765449d1.pdf">https://www.saochangcollege.com/admin/post_images/8c99aa6336b37e01c2be51ec765449d1.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.saochangcollege.com/admin/post_images/449df78b5449764087906a6f70b188ab.pdf">https://www.saochangcollege.com/admin/post_images/449df78b5449764087906a6f70b188ab.pdf</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

The college has initiated a pragmatic waste management system, focusing on the separation of degradable and non-degradable waste. Across the campus, bins specifically designated for plastic and paper waste encourage responsible disposal practices. In a creative initiative, students have crafted eco-friendly bamboo woven baskets and DIY metal wire bins, strategically positioned for the collection of dry waste. A sustainability-focused approach is evident in managing organic solid waste from the hostels, which is thoughtfully directed to a piggery. The college actively promotes the reuse of one-sided printed paper for internal communication, contributing to a reduction in paper waste. Embracing modern technology, the institution prioritizes electronic means for information circulation, minimizing paper waste. Prohibiting single-use cutlery at the college canteen

further aligns with sustainability objectives. The college generates minimal biomedical waste and a small amount of e-waste. While specific e-waste management procedures are not currently in place, e-wastes are stored for future disposal through authorized dealers, emphasizing responsible e-waste practices. In addition to its infrastructure, the college actively participates in interactive sessions organized by external entities, such as the one facilitated by LIFE NGO. These sessions serve as platforms for sharing knowledge, discussing best practices, and formulating effective strategies for waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://www.saochangcollege.com/admin/post_images/bcd6ff28fe8f851dc68eac59546816c4.pdf">https://www.saochangcollege.com/admin/post_images/bcd6ff28fe8f851dc68eac59546816c4.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**

**A. Any 4 or All of the above**



<b>5. landscaping with trees and plants</b>	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>C. Any 2 of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>C. Any 2 of the above</b>



File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The college actively promotes inclusivity, ensuring fair admission practices for students from diverse socio-cultural and religious backgrounds. It accommodates various community practices by allowing restricted holidays for the festival observance. National holidays and commemorative events foster positive interactions among students and staff of different racial, cultural, and socio-economic backgrounds. Various activities work towards increasing awareness of equality, tolerance, and harmony, creating an atmosphere of acceptance for diverse perspectives. Sports and cultural events contribute to the promotion of harmony and tolerance within the college. During the annual cultural day, students showcase traditional attires, folk dances, and dialects, celebrating the institution's rich diversity. Wearing traditional attire every Wednesday becomes a collective practice, symbolizing cultural inclusiveness among students and staff. The college is committed to addressing grievances impartially through its anti-ragging and internal compliance committees, emphasizing fair treatment irrespective of culture, gender, or race. Initiatives also focus on promoting secular inclusion, and the college actively participates in extension services for socio-economic development, communal harmony, and educational improvement.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The annual action plan encompasses diverse activities each year to instill values and raise awareness among students and staff about their constitutional responsibilities. The initiatives undertaken during 2022-23 include:

- Organizing an essay competition to cultivate a sense of patriotism, celebrating the 75th Year of Indian Independence and commemorating Mahatma Gandhi's birth anniversary.
- Conducting a Cyber Crime awareness talk to promote awareness and safeguard citizens' rights to privacy and security, in line with constitutional principles.
- Hosting a pledge-taking ceremony to advocate for unity, integrity, and harmony.
- Arranging a National Webinar on Transforming Education through digital technologies to promote digital education aligned with constitutional responsibilities.
- Observing Constitutional Day with a pledge to uphold constitutional values with pride.
- Hosting an online oral presentation on the theme "Ideals Enshrined in the Preamble of the Indian Constitution" to foster constitutional values through academic engagement.
- Conducting an essay competition on India's struggles and glory to promote constitutional values.
- Organizing a seminar on Martyrs Day/Shahid Diwas and prospects of defense services to commemorate Martyr's Day and foster patriotism.
- Holding a Dandi March Walkathon for peace, unity, and progress.
- Hosting a one-day mega event, Yuva Utsav, to empower youth by fostering patriotism, constitutional values, and nation-building.
- Promoting Freedom of Expression and Cultural Heritage through a Poetry Competition, emphasizing equality, education, and celebrating Rabindranath Tagore's revolutionary contributions to Indian society (Azadi ka Amrit Mahotsav)

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Institution celebrates and organizes various national and international commemorative days, events, and festivals concerning the contributions made by eminent personalities, to spread the message of unity in diversity, social responsibility, national consciousness, and Scientific temper.**

**1. The following Birth Anniversaries of the Eminent Personalities were commemorated**

**To commemorate the birth anniversary of Dr.Sarvepalli**

Radhakrishnan, Teachers Day was celebrated. The birth Anniversary of Gandhi Jayanthi was commemorated by holding an essay competition. Birth Anniversary of Sardar Vallabhbhai Patel was commemorated by taking a pledge of National Unity. The death anniversary of Lal Bahadur Shastri was commemorated through an essay writing competition. Rabindranath Tagore's Birth Anniversary was commemorated by organizing an open poetry writing competition

## 2. Events on National/International Consciousness and Scientific Temper

International Literacy Day, World Ozone Day, National Wildlife Week, World Mental Health Day, National Education Day, Constitution Day, Martyr's Day, National Science Day, International Women's Day, World Poetry Day, International Day of Forests, World Water Day, World Earth Day, Dandhi March, National Technology Day was organized

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice 1: Mentoring

The objective of Mentoring is to provide a platform for social and emotional growth in addition to academic monitoring. This practice is aimed at holistic well-being as well as to create a safe space for learning. At the beginning of each academic session, the Mentoring Committee allocates every teacher with several mentees. Through the Bio data form and also through the mentor-mentee sessions, the mentor can identify the strengths and weaknesses of the mentee and encourage them to work on them.

The positive outcome is the identification of the "poorest of the

poor" among the students and the financial assistance provided by the Student's Support Committee. Through this practice, a safe space for interaction is created that enables the mentee to share their difficulties, aspirations, and expectations.

#### Best Practice 2: Tribal Museum

The Tribal Museum of the College aims to preserve and showcase Naga artifacts and to serve as an informal center of learning. The museum encourages students, teachers, and visitors to see and learn from the objects and discover aspects of their culture, beliefs, and values. The college museum exhibits traditional and modern basketworks, textiles, woodcarvings, pottery as well Naga paintings. We believe that insights from crafts can bring about innovation in our communities.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

Sochum is one of the dormitory systems found among the Nagas in the traditional society. Till the recent past, Sochum was the centre of learning where life skills were imparted, folk songs and folk dance were taught, and narration of oral history was undertaken. Presently, the role of Sochum as a centre of learning is vanishing slowly and therefore there is a need to revive it. The college has identified Sochum as its institutional distinctiveness. The college has reinterpreted the concept of Sochum and contextualized it to suit the needs of the changing times. In practice, the college has identified its hostels as Sochum. Keeping in view the essence of the traditional practices akin to Sochum, the college provides training on handicrafts to the Sochum dwellers. Considering that clearing competitive examinations is an integral part of student progression in life, coaching classes are provided as a part of its core practice. These activities are undertaken by inviting resource persons and experts from outside the college. Further, to ensure the holistic development of personality, games, and sports including literary activity are organized at the Sochum. The Sochumers are also taught vocational skills such as culinary, traditional crafts,

etc.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. To conduct certificate/add on programmes
2. More green initiatives
3. To initiate more quality enhancement activities
4. Upgradation of physical infrastructure
5. Collaboration with institutions and organizations
6. Local Community sensitization and extensions activities
7. Award of freeships to students from economically weaker background