



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>SAZOLIE COLLEGE</b>
• Name of the Head of the institution	<b>DR. KANGZANGDING THOU</b>
• Designation	<b>PRINCIPAL</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>07005405200</b>
• Mobile No:	<b>07005405200</b>
• Registered e-mail	<b>sazolie_college@yahoo.com</b>
• Alternate e-mail	<b>sazoliecollegeiqac@gmail.com</b>
• Address	<b>Jotsoma</b>
• City/Town	<b>Kohima</b>
• State/UT	<b>Nagaland</b>
• Pin Code	<b>797002</b>
<b>2.Institutional status</b>	
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>

• Name of the Affiliating University	<b>Nagaland University</b>				
• Name of the IQAC Coordinator	<b>Ms. Vetsuzolu</b>				
• Phone No.	<b>08974695133</b>				
• Alternate phone No.	<b>7005395879</b>				
• Mobile	<b>7005395879</b>				
• IQAC e-mail address	<b>sazolie_college@yahoo.com</b>				
• Alternate e-mail address	<b>sazoliecollegeiqac@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://sazoliecollege.in/wp-content/uploads/2022/03/AQAR-2019-2020.pdf">https://sazoliecollege.in/wp-content/uploads/2022/03/AQAR-2019-2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sazoliecollege.in/wp-content/uploads/2022/03/Academic-Calendar-2021.pdf">https://sazoliecollege.in/wp-content/uploads/2022/03/Academic-Calendar-2021.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B+</b>	<b>2.63</b>	<b>2016</b>	<b>15/12/2016</b>	<b>15/12/2021</b>
<b>6.Date of Establishment of IQAC</b>			<b>06/08/2013</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Institutional 1</b>	<b>Grant-in-aid</b>	<b>Dept. of Higher Education, Govt. of Nagaland</b>	<b>2020</b>	<b>200000</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>01</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
1. National Webinar on "Gendered Mission: The American Baptist Mission and Woman's Work for Woman in Northeast India, 1836-1950", organised by IQAC and the Department of History, Sazolie College, on 19 September 2020.		
2. "Career Guidance Seminar", organised in collaboration with Young Indians(Yi), Nagaland Chapter and Educentre, Kohima, on 14 April 2021.		
3."Workshop on E-Waste Management", organised by Eco-Club, Sazolie College, in collaboration with E-Circle, Nagaland, on 16 April 2021.		
4. Faculty Development Programme: "Orientation on Choice Based Credit System (CBCS)", organised by IQAC, Sazolie College and IQAC, Eastern Christian College, Dimapur, on 5 June 2021.		
5. Two-Day Online Workshop on "Research Methodology, Writing and Publication", organised by Research Committee, Sazolie College, on 11 & 12 November 2021.		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
Faculty Training for online classes and online activities.	Conducted on 26 June 2020	

NDLI Users Awareness Webinar organised by Sazolie College Library in collaboration with NDLI-NERC, IIT Guwahati.	Conducted on 25 July 2020
National Webinar on the topic, "Gendered Mission: The American Baptist Mission and Woman's Work for Women in Northeast India, 1836-1950", organized by the Department of History and IQAC, Sazolie College.	Conducted on 19 September 2020
Webinar on "NEP 2020 with Special Reference to Higher Education", organised by the Department of Education, Sazolie College.	Conducted on 23 October 2020
Regional Webinar on "Maintaining Mental Health and Wellness in Times of Crisis", organised by the Department of Psychology, Sazolie College.	Conducted on 12 November 2020
Online Orientation for MA students, organised by the Department of History and Department of Pol. Science.	Conducted on 2 December 2020
Career Guidance Seminar organised in collaboration with Young Indians, Nagaland Chapter and Educentre, Kohima.	Conducted on 14 April 2021
Workshop on E-Waste Management, organised by Eco-Club, Sazolie College, in collaboration with E-Circle, Nagaland.	Conducted on 16 April 2021
Faculty Development Programme: Orientation on Choice Based Credit System (CBCS), organised by IQAC, Eastern Christian College, Dimapur & IQAC, Sazolie College, Jotsoma.	Conducted on 5 June 2021
Online Orientation Programme for	Conducted on 14 August 2021

BA Semester I	
Departmental Orientation Programme for BA Semester I	Conducted on 16 August 2021
Departmental Seminar on the topic, "Situating Nagaland in India's Act East Policy", organised by the Department of Pol. Science, Sazolie College.	Conducted on 22 October 2021
Orientation on NAAC Assessment and Accreditation, organised by IQAC, Sazolie College.	Conducted on 30 October 2021
Two-Day Online Workshop on "Research Methodology, Writing and Publication", organised by Research Committee, Sazolie College.	Conducted on 11 & 12 November 2021
One Day Seminar on "Special and Inclusive Education", organized by the Department of Education, Sazolie College.	Conducted on 17 November 2021
Online Lecture on "Periodization of Indian History", organised by the Department of History, Sazolie College.	Conducted on 22 November 2021
Inaugural Lecture-Invited Lecture Series on "North East Writings and Cultural Discourses", organised by the Department of English, Sazolie College.	Conducted on 22 November 2021
Online Lecture on "Young People, Covid and Way Forward", organised by the Department of Sociology, Sazolie College.	Conducted on 30 November 2021
IQAC Meeting	Conducted on 31 May 2020
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021	31/03/2022
<b>Extended Profile</b>	
<b>1. Programme</b>	
1.1	09
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2. Student</b>	
2.1	564
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	160
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	132
Number of outgoing/ final year students during the year	

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

**3.Academic**

3.1	27
Number of full time teachers during the year	

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

3.2	6
Number of Sanctioned posts during the year	

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

**4.Institution**

4.1	16
Total number of Classrooms and Seminar halls	

4.2	41,92,785.74
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	32
Total number of computers on campus for academic purposes	

**Part B****CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

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

The Academic Calendar is prepared at the beginning of each academic session. It is prepared according to the schedule of the affiliating University. Students are informed of the academic calendar which includes the probable teaching days, schedule of the internal assessment and external examinations, and extension and co-

curricular activities. 2. Orientation Programme is organised every year by the College and the different departments for the new students to make them aware of the College activities and the mechanism or system employed by the institution for curriculum delivery and implementation. 3. Routine Committee of the College comprising of the Principal, Vice-Principal and the Academic Dean, prepares the Class Schedule/Routine before the start of every semester for effective implementation of the curriculum. 4. The different Departments hold meetings for allotment of classes and syllabi distribution among the teachers. The Departments allocate the various papers to the teachers taking into consideration their area of expertise, interests and experience. 5. Based on the teaching assignments allotted in the syllabi distribution, teachers prepare their Lesson Plans, which are submitted to the Academic Dean. This ensures a systematic and effective implementation of the curriculum and completion of the courses within the stipulated duration. 6. Comprehensive and continuous system of evaluation is followed in the internal assessments. Along with the traditional chalk and talk method, teachers use modern ICT equipments like smart boards and projectors to aid their teaching. 7. Class tests, tutorials and assignments, quizzes, debates, open book tests etc. are conducted after the completion of the topics and periodic review of performance of students is undertaken. For smooth conduct of the internal assessments, a routine/schedule for class tests and assignments is prepared by the Academic

Dean for the teachers and students. 8. The College emphasises on the Tutorial System in which a tutor gives instructions to students through personal supervision. Students write assignments under the supervision of the tutor. After correction, the assignments are brought to the tutorial class for presentation of the topics by the students. Discussion follows the paper presentation, wherein the tutor comments on the merits and flaws and the students are encouraged to present their views and opinions too. The tutorial system promotes independent thinking and learning, and it keeps the students engaged in serious academic works throughout the course. 9. The Mentor-Mentee Programme enables the teachers to ensure maximum participation of the students in both academic and co-curricular activities. 10. Weaker students are given special attention through Remedial Classes. 11. Besides classroom teaching, students are given the privilege to further enhance their learning experience on various subjects through field trips, study tours of local historical places, attending of live assembly sessions of the state legislative assembly, etc. Apart from the teachers, students are also given the responsibility to prepare reports of the various activities, which are maintained by their respective departments.



This ensures proper delivery of the curriculum and documentation of the activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college strives to maintain a student-centric teaching and learning system. Students are encouraged to participate while learning in the classroom. The Tutorial System of the college and other activities that focus on the students like quiz, debate, open-book test, interview etc., are conducted in the class. Students are evaluated and graded in the internal assessment through their performance in all these activities. All these helps to encourage and promote interactive, collaborative and independent learning.

To maintain accuracy in determining and evaluating the knowledge acquired by the students, the evaluation reforms of the affiliating university is adopted and implemented alongside those initiated by the college.

All the programs and activities of the institution are carefully planned in accordance with its aim and learning outcomes. The continuous and comprehensive system of assessment has helped the students to be encased in academic activities throughout the semester. This also helps them to remain focused, thus, optimising their learning.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

**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.**

**B. Any 3 of the above**

**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**

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	No File Uploaded

## 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

Nil

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

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

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

0

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

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

0

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

0

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

**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 strives to create awareness among the students the crosscutting issues through several means and approaches. Women's Cell organizes programmes dealing with issues pertaining to women. The Vigilance Cell of the College looks after issues like sexual harassment and ragging. It also tries to sensitise and creates among the students and staff about gender issues.

Topics related to environment and sustainability are dealt with in Environmental Studies, which is offered in BA 5th and 6th Semesters.

Issues related to gender are dealt with in Sociology, which is offered in BA 5th Semester, Sociology Honours.

Topics related to Professional Ethics are included in MA Semester I Pol. Science Course No. PS-103.

The Eco-club of the College maintains a flower garden in the College campus and conducts cleanliness drives. It is constantly engaged in creating awareness about environmental issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

1

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

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

0

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

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

E. None of the above

**from the following stakeholders Students  
Teachers Employers Alumni**

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

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

**E. Feedback not collected**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## 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

800

File Description	Documents
Any additional information	No File Uploaded
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

0

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

## 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 mentor-mentee system helps the teachers to constantly monitor the participation of the students. This special programme helps the teachers to assess the progress of both the advance as well as the slow learners. Remedial classes are specially design to assist the slow learners and students with backlog paper. Teachers from different departments also identify slow and advanced learners and try to respond to their needs. Proper guidance for further studies, providing information and extending help in the subject matter are also done.

File Description	Documents
Link for additional Information	Nil
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
564	27

File Description	Documents
Any additional information	No File Uploaded

## 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

Students are encouraged to participate while learning in the class-room. The Tutorial System and activities like group discussions, paper presentations, debate competitions, field tours and report writing, assignments, quizzes, open book tests, etc., are organized to make learning more student-centric. A great deal of

responsibilities and opportunities are given to the students in the Tutorial System. They are required to do many things on their own such as reading, collecting materials or data, outlining the paper, writing the essay, presenting the paper and participating in discussions, whereby they learn to process the whole structure independently.

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

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

The college is well equipped with the latest technology like the Interactive board and multi-media technology (LCD projectors) have been installed in the class rooms for a more effective teaching-learning process. Laptops have been provided to all the departments to facilitate the faculty in their teaching. Staff from the college who are well versed in handling equipment often give trainings to teachers to enable them to use the facilities.

Owing to the Covid-19 Pandemic, the College, like the rest of the world, was compelled to conduct online classes for several months. For this, the College registered for G Suite for Education provided by Google and proper trainings were given to the teachers to enable them to use the tools effectively. Classes were mainly conducted through Google Meet, but other similar video communications app like Zoom, email services and messenger apps like WhatsApp were also extensively used to provide the best guidance to the students.

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	Nil

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

24

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	No File Uploaded
mentor/mentee ratio	No File Uploaded

## 2.4 - Teacher Profile and Quality

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

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 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

5

File Description	Documents
Any additional information	No File Uploaded
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



200

File Description	Documents
Any additional information	No File Uploaded
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.

30 marks out of 100 is allotted for Internal Assessment and due weightage is given to behavioral aspects, independent learning, communication skills etc., through the various activities conducted in the course of the semester. The mechanisms/mode used for internal assessment are paper presentations, assignments, class-test, viva voce, quizzes, open book tests etc. The internal activities are continuous and ongoing process throughout the semester until the end-term exams and it also provide opportunities for teachers to get glimpse into the overall growth and development of the learners. Teachers constantly monitor the performance of the students and through proper guidance and mentoring, students are given various opportunities to improve their performance. The loopholes, if any, in the assessment system is constantly rectified through suggestions for improvement from various quarters. Therefore, the internal assessment mechanism of the college is robust and transparent in terms of frequency and mode.

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

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

The college maintains transparency and is efficient in dealing with internal related activities. Internal assessment is done based on the performance in the class tests and assignments and participation in the activities conducted by the teachers, almost all the grievances are settled between the teacher concerned and the students. Students are informed about their performance in the

various internal activities. Re-test is conducted and extension of the last date of submission of assignment is done, in case of sickness or genuine problems encountered by the student(s).

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

## 2.6 - Student Performance and Learning Outcomes

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

Teachers and students are made aware of the programmes and courses of the institution. All the important information regarding the programmes and courses offered in the institution are given in the college prospectus, college website and college social media accounts. Provision is given for interested students or applicants to download the prospectus from the college website. Before the academic session begins, students are given proper orientation by the college and also by the different departments.

The results of both the Internal Assessment and External Exams are displayed on the college Notice Board. The results of the final semester exams which are declared by the University are uploaded in the College website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://sazoliecollege.in/wp-content/uploads/2022/03/BA-6th-Semester-Results-2021.pdf">https://sazoliecollege.in/wp-content/uploads/2022/03/BA-6th-Semester-Results-2021.pdf</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.

After the results are declared, the outcome of the performance of the students in different courses are evaluated in the Academic Committee and Faculty meetings and future course of actions are decided for further improvement of the institution, faculty and students. Counselling and guidance are given to the students according to their performance in the internal activities so that they can

perform well in the external exams.

The outcome of the programmes and courses are also presented and deliberated in the Governing Body meetings. Due credit and recognition are given to the faculty and students for their good performance.

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

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

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

132

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	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://sazoliecollege.in/wp-content/uploads/2022/04/EVALUATION-OF-TEACHERS-BY-STUDENTS.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

15

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

<b>3.2 - Research Publications and Awards</b>	
<b>3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year</b>	
<b>3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
1	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>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</b>	
<b>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</b>	
0	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded
<b>3.3 - Extension Activities</b>	
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	
<p><b>Extension activities help the students to:</b></p> <ul style="list-style-type: none"> <li>• Stay rooted and maintain connection with the community.</li> <li>• Get to experience first-hand the plight of the people who are not as fortunate as them.</li> <li>• Imbibe the quality of dignity of labour.</li> <li>• Hone their leadership skills and help them realize the importance of commitment and team work.</li> <li>• Help them grow socially, spiritually, emotionally thereby attaining holistic development among the learners.</li> </ul>	

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

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

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

0

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

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

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

3

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
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**

31

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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**

6

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

1

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

**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 excellent infrastructure for teaching and learning. It has adequate and spacious classrooms with LCD Projectors and Interactive Smart Boards in some classrooms. There is a multipurpose building which also houses the Library. It is used for college programmes and activities. The Library is equipped with an array of books, magazines, periodicals, journals and newspapers, and it has SOUL 2.0 Software from INFLIBNET. The computer and psychology laboratories are also well-equipped. Laptops are given to the departments for use in teaching.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://sazoliecollege.in/wp-content/uploads/2021/07/PROSPECTUS-2021.pdf">https://sazoliecollege.in/wp-content/uploads/2021/07/PROSPECTUS-2021.pdf</a>

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

Faculty, staff and students enjoy the facilities for basketball, volleyball, tennis, table tennis, futsal, badminton and taekwondo. It has a multipurpose auditorium which is used to host various programmes and cultural activities. The auditorium can accommodate at least 600 students. The college has different sports clubs like Taekwondo, Badminton, Basketball and Football clubs. The college also has a gymnasium where staff and students can join on payment of membership fee. Literary, cultural and sports events form an important part of the academic calendar.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://sazoliecollege.in/wp-content/uploads/2021/07/PROSPECTUS-2021.pdf">https://sazoliecollege.in/wp-content/uploads/2021/07/PROSPECTUS-2021.pdf</a>

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



LMS, etc.

5

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

5

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

4192785

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
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)

The College Library is partially automated with SOUL 2.0 Software by INFLIBNET.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
<b>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>	<b>E. None of the above</b>
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
Nil	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
65	

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

### 4.3 - IT Infrastructure

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

The college has been updating its IT facilities over the years. There are 32 nos of computers at present for the computer lab, the different departments, library and the college office. The Auditorium and some classrooms have LCD projectors and Smart Interactive Boards.

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

#### 4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

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

### 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)**

4192785

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
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 Administrator looks after the maintenance and upkeep of the infrastructure, equipment and facilities. He is assisted by the support staff of the College. Budget allocation for maintenance and upgradation of the College facilities is done during the financial year.
- The maintenance of the Computer Lab and Psychology Lab are monitored with the help of the Computer Assistant and Psychology Department faculty respectively.
- A staff-in-charge looks after the maintenance of the College buses.
- The Warden, Sports Secretaries of the Students' Council and Hostels looks after the procurement and maintenance of the sports equipment.
- The Librarian oversees the maintenance of the College Library.
- The Girls' Common Room is maintained by the Women's Cell and Assistant Class Representatives (ACRs).
- The infrastructure and facilities of the College are regularly maintained based on the various feedbacks and suggestions from faculty, staff and students. The Coordination Committee of the College reviews and discusses about College maintenance in its quarterly meetings.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

397

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 benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

3

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<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>E. none of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 439 542 506">File Description</th> <th data-bbox="552 439 1473 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 542 613">Link to institutional website</td> <td data-bbox="552 506 1473 613" style="text-align: center;"><b>Nil</b></td> </tr> <tr> <td data-bbox="86 613 542 680">Any additional information</td> <td data-bbox="552 613 1473 680" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 680 542 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="552 680 1473 824" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	<b>Nil</b>	Any additional information	<b>No File Uploaded</b>	Details of capability building and skills enhancement initiatives (Data Template)	<b>No File Uploaded</b>	
File Description	Documents								
Link to institutional website	<b>Nil</b>								
Any additional information	<b>No File Uploaded</b>								
Details of capability building and skills enhancement initiatives (Data Template)	<b>No File Uploaded</b>								
<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>119</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>119</b>									
<table border="1"> <thead> <tr> <th data-bbox="86 1200 542 1267">File Description</th> <th data-bbox="552 1200 1473 1267">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1267 542 1335">Any additional information</td> <td data-bbox="552 1267 1473 1335" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1335 542 1559">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="552 1335 1473 1559" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<b>No File Uploaded</b>	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<b>No File Uploaded</b>								
Number of students benefitted 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 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</b>	<b>B. Any 3 of the above</b>								

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

## 5.2 - Student Progression

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

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

0

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

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

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

33

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

4

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
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 )

The Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities. The College has a students' council called the Sazolie College Students' Council (SCSC), which is an elected body. It represents the students and works for their welfare. It assists the College Administration, the different departments and faculty members to ensure overall development of the College. The programmes and activities of the College are organised with the assistance of the Students' Council. Apart from the activities in the College, the Students' Council participates in various competitions and



programmes outside the College and also often winning various awards.

Problems faced by students are communicated to the College authority through the Students' Council.

The President and General Secretary of the Students' Council are members of the IQAC. Some other members of the Students' Council are also nominated as members in the different Committees of the College such as Sports Committee, Literary Committee, Cultural Committee and Eco-Club.

File Description	Documents
Paste link for additional information	Nil
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

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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

The College has an Alumni Association called Sazolie College Alumni Association. There is a representative of the Alumni in the IQAC. The Association has been rendering their support to the College by

participating in the various activities of the College and sometimes as Resource Persons.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision

Sazolie College strives to promote quality education through an intensive system of education.

#### Mission

- To provide adequate and up-to-date facilities.
- To facilitate the growth of responsible citizenry
- To give equally strong emphasis on the moral and spiritual aspects of education

All the activities and programmes of the institution are all carefully planned to fulfil the vision and mission of the college. The management of the college has been striving to provide adequate and up-to-date facilities to the students to help them explore and develop their potentials to the fullest.

The institution's core mission is to produce responsible and right-thinking citizens who can bring about positive changes in the society. For this strong emphasis is given towards the development of their spiritual and moral growth.

The College has a mechanism that provides operational autonomy to various functionaries, departments, committees, organisations and cells, thereby ensuring a decentralized governance and management system.

File Description	Documents
Paste link for additional information	<a href="http://sazoliecollege.in">sazoliecollege.in</a>
Upload any additional information	No File Uploaded

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

The College has a mechanism that provides operational autonomy to various functionaries, departments, committees, organisations and cells, thereby ensuring a decentralized governance and management system. The Institution promotes participative management at the strategic, functional and operational levels. The Governing Body, IQAC, Departments, Committees and Faculty members are all involved in defining policies and procedures, framing guidelines and rules and regulations and the implementation of the same.

The Principal is the Chairperson of the IQAC. He is also the Secretary of the Governing Body. In consultation with the teachers, the Principal nominates the faculty and staff to the different committees for planning and implementation of different academic and co/extra-curricular activities. Major decisions are taken by the Governing Body, but the day-to-day functioning of the College is managed by the Principal. All academic and operational policies are based on the unanimous decision of the Governing Body, the IQAC and different departments/committees.

There are different departments and each department is headed and managed by the Head (HoD). Faculty members and students are given representation in IQAC and various committees/cells. Every year, the composition of the different committees is altered to ensure a uniform exposure of duties for academic and professional development of the faculty members. Faculty members share their expertise and the students join them in the implementation and execution of various academic, administrative, co/extra-curricular activities.

The College office is headed by the Administrator who delegates work and responsibilities to the office and non-teaching staff. The finances of the College are managed by the Administrator, with the

exception of the organisations like NSS, RRC, NCC, etc. who receive funding from the Government or other agencies. All developmental and maintenance works are also overseen by the Administrator.

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

## 6.2 - Strategy Development and Deployment

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

The institution is driven and guided by its quality policy as clearly stated in the vision and mission statements and all its plans, programmes and activities are carefully conceived and implemented. The college endeavours to impart quality education through innovation and dedication and to help fulfil this, it has a clear perspective plan for development. It is continuously striving to improve its infrastructure and other facilities. Apart from this, new courses are also being introduced so that students can be given more choices to study the subjects that they are interested in.

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

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

The college encourages a decentralized governance system. Major decisions are taken by the Governing Body; however, the day-to-day functioning of the college is looked after by the Principal with the help of the faculty. Specific roles are assigned to different individuals whereby all are made responsible for their own duties and tasks. Decisions which are beneficial for the students are taken by the HoDs, Coordinators of the different Committees and Hostel Wardens in consultation with the Principal. The college office is headed by the Administrator who delegates works to the office staff. All matters pertaining to the finances of the college are also

looked after by the Administrator, whereas organizations like the Sazolie College Fellowship, National Service Scheme (NSS), Red Ribbon Club (RRC), National Cadet Corps (NCC), Legal Services Clinic and Young Indians (Yi) handle their own finances.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
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 provides EPF and NPS schemes to all the permanent employees. Residential facilities, housing and medical allowances are provided to faculty and staff.

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

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

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

1

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

1

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

26

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

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

Evaluation of teachers by students is done. In addition to this, the Confidential Reports of the teachers and staff are maintained by the Principal and the Administrator respectively.

File Description	Documents
Paste link for additional information	<a href="https://sazoliecollege.in/wp-content/uploads/2022/04/EVALUATION-OF-TEACHERS-BY-STUDENTS.pdf">https://sazoliecollege.in/wp-content/uploads/2022/04/EVALUATION-OF-TEACHERS-BY-STUDENTS.pdf</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

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

The Treasurer and Administrator of the College manage and oversee the finances of the Institution. Yearly budget allocation is planned and done by the Coordination Committee. Internal audit is carried out at the end of the financial year by members of the same committee, after which, the final auditing is done by a Chartered Accountant.

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

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

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

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

The major source of income of the institution is through the fees from students. Ruchuniü Academy of Education (RAE) also funds the various developmental projects. In its quarterly meeting, the Coordination Committee of the College monitors the proper and efficient use of the financial resources, in line with the budget prepared for the academic session.

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

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC has been encouraging and promoting research activities



among faculty and students. A lot of emphasis is given on the Tutorial System, which is aimed at promoting interest in research among the faculty and students. Seminars, workshops and lectures are often organised by the college and faculty and students are encouraged to attend and participate in similar programmes organised by other organisations or institutions. Leave is granted to teachers desiring to attend workshops, seminars, orientation courses etc. and also to those who are undertaking Ph.D research. The library, which is well-equipped facilitates the faculty and students to engage in research activities.

The college upholds the view that the individual should become a responsible member of the society, and so, it endeavours to facilitate the growth of responsible citizenry. The different organisations and departments are encouraged to engage in extension activities because it help the students to:

- Stay rooted and maintain connection with the community.
- Get to experience first-hand the plight of the people who are not as fortunate as them.
- Imbibe the quality of dignity of labour.
- Hone their leadership skills and help them realize the importance of commitment and team work.
- Help them grow socially, spiritually, emotionally thereby attaining holistic development among the learners.

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

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

New students joining the college need proper guidance and orientation so that they can be productive in their works and excel in their studies throughout their stay in the institution. A strong foundation for the students is laid when they are provided with the right information and given the right direction from the start. Since the foundation will determine what they will do for the rest of their lives, the college gives a lot of importance to the Orientation Programmes before the commencement of classes. Apart from the Orientation given by the College Administration, all the

departments are required to carefully plan and give orientation to the students. Opportunity is given to every student to attend all the classes for the first two weeks, so that they can get a first-hand experience of the subjects and teachers before the final decision is made taken by them regarding the courses they would like to take.

Remedial classes for the students with backlog in their previous semesters are given guidance and special coaching. The list of students with backlog is prepared by the Vice-Principal and class routine is prepared for conducting remedial classes for some days. This helps the students to get back in touch with their lessons left unattended for about two semesters. The teachers provide all the necessary information to the students and try to motivate them in all possible manners to help them clear their backlog papers.

The above two initiatives have benefited the students by enabling them to be clear about their goals from the very beginning and by motivating those students who are not very consistent in their studies, to focus in their works again.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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 tries to ensure that discrimination does not take place in any manner due to caste, race, religion, sex, etc. and it endeavours to give equal opportunities and treatment to everyone. The college practices a zero-tolerance policy towards sexual harassment or any form of violence or ill-treatment towards female faculty or students. Various activities are conducted every year by the Women's Cell to promote the welfare and well-being of female faculty, staff and students. Every year, the boys hostellers organise a special Ladies Night to honour and show respect to the female students. Female students are provided a separate Common Room. Students are often sensitized about the need to respect one another in the classes and through the weekly Monday Chapel Service. On 8 March 2021, although a proper programme could not be organised due to the covid-19 restrictions, a special prayer was said for all the female students in all the classes by the college Chaplain. A small gift was also given to all the female teachers by the male teachers as a gesture of respect and acknowledgement of their contributions.

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

<b>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</b>	<b>C. Any 2 of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>
<p>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</p>	
<p>1. Workshop on "E-Waste Management " was conducted on 16 April 2021. E-Waste Bin has been installed in the campus. MoU has been signed with Hulladek Recycling Pvt. Ltd, Kolkata, for proper E-Waste Management.</p> <p>2. Gardens and surroundings are constantly tended and maintained. Cleanliness drives are often conducted by different organisations.</p> <p>3. All efforts are being made to make the campus litter and plastic free. Waste bins are strategically placed in different locations around the campus for proper waste management. Random disposal of waste, plastic bottles and wrappers is strictly checked.</p> <p>4. There are proper drainages around the buildings in the campus for proper disposal of liquid waste.</p>	
<b>File Description</b>	<b>Documents</b>
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<b>Nil</b>
Any other relevant information	<b>No File Uploaded</b>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>B. Any 3 of the above</b>						
<table border="1"> <thead> <tr> <th data-bbox="71 427 552 506">File Description</th> <th data-bbox="552 427 1495 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="71 506 552 607">Geo tagged photographs / videos of the facilities</td> <td data-bbox="552 506 1495 607" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="71 607 552 678">Any other relevant information</td> <td data-bbox="552 607 1495 678" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	<a href="#">View File</a>	Any other relevant information	<b>No File Uploaded</b>	
File Description	Documents						
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>						
Any other relevant information	<b>No File Uploaded</b>						
<b>7.1.5 - Green campus initiatives include</b>							
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of Bicycles/ Battery powered vehicles</b></li> <li><b>3. Pedestrian Friendly pathways</b></li> <li><b>4. Ban on use of Plastic</b></li> <li><b>5. landscaping with trees and plants</b></li> </ol>	<b>D. Any 1 of the above</b>						
<table border="1"> <thead> <tr> <th data-bbox="71 1167 552 1245">File Description</th> <th data-bbox="552 1167 1495 1245">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="71 1245 552 1346">Geo tagged photos / videos of the facilities</td> <td data-bbox="552 1245 1495 1346" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="71 1346 552 1417">Any other relevant documents</td> <td data-bbox="552 1346 1495 1417" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	<a href="#">View File</a>	Any other relevant documents	<b>No File Uploaded</b>	
File Description	Documents						
Geo tagged photos / videos of the facilities	<a href="#">View File</a>						
Any other relevant documents	<b>No File Uploaded</b>						
<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>D. Any 1 of the above</b>						

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p><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></p>	<p>E. None of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>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).</p>
<p>Every year, students from different parts of the state and the country belonging to different communities get enrolled in the institution. The college strives to celebrate unity in diversity by instilling in the faculty and students the importance of respecting one another regardless of race and background. The college thrives</p>

in this unity. It strongly opposes any antagonism arising out of difference in culture and background. Since 2010, the College has been celebrating and observing Cultural Day to celebrate the rich and cultural diversity of the faculty and students. The event is jointly organised by the Cultural Committee and Students' Council. On that day, all the members of the institution are encouraged wear their traditional attire, giving them the opportunity to showcase their unique culture and identity. Special lecture on culture is delivered by guest speakers and also by the faculty members. Different performances are like folk songs, folk dances, storytelling, traditional drama etc. are also presented by the students. The event concludes with a grand community feast featuring the different cuisines of the different tribes.

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

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

"To facilitate the growth of responsible citizenry", is one of the mission statements of the college, accordingly, various activities and programmes are conducted in line with this mission of the institution. Some of the activities conducted in the past few years to sensitize the faculty and students about their constitutional obligations and duties are:

1. Social Work (Swachh Bharat) by NCC Cadets at Minister's Hill, Kohima, on 2 August 2018.
2. Adoption and Cleaning of Statues at Raj Bhavan, Kohima, by NCC Cadets, on 20 September 2018
3. Hosting of NCC Combined Annual Training Camp(CATC) on 4 May 2019.
4. Legal Literacy Classes in collaboration with Kohima District Legal Services Authority on 15 July 2019
5. Observation of National Education Day Commemorating the birth anniversary of Maulana Abul Kalam Azad on 11 November 2019.
6. Cleanliness Drive (Swachh Bharat) at BOC, Kohima on 21 August 2019.
7. Pledge Taking Ceremony of the Constitution of India on 17 February 2020.

8. Webinar on Legal Awareness on Constitution Day, organised by Kohima District Legal Services Authority, with Legal Services Clinic, Sazolie College, on 26 November 2020.
9. Essay Competition organised by the Department of History, on the topic, "The Relevance of Gandhiji's Ideas and Methods in the 21st Century", on 22 March 2021, commemorating 75 years of India's Independence under the theme Azadi Ka Amrut Mahotsav.
10. Observation of Swatchhta Parkhwada from 1-15 August 2021, by NSS, Sazolie College Unit.

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	No File Uploaded

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

C. Any 2 of the above

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

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

Some activities organised by the different organisations and departments of the college were:



1. Webinar on Legal Awareness on Constitution Day, organised by Kohima District Legal Services Authority, with Legal Services Clinic, Sazolie College, on 26 November 2020.
2. Essay Competition organised by the Department of History, on the topic, "The Relevance of Gandhiji's Ideas and Methods in the 21st Century", on 22 March 2021, commemorating 75 years of India's Independence under the theme Azadi Ka Amrut Mahotsav.
3. Observation of Swatchhta Parkhwada from 1-15 August 2021, by NSS, Sazolie College Unit.

In addition to the above activities, the following two students participated and won awards in events outside the college:

1. Pemayile Ndang (BA 3rd Semester, History Honours). 12 October 2021. Online Competition on New India@75 Years Awareness Campaign on HIV, TB and Blood Donation (Poster Campaign Category), organized by the Department of Health & Family Welfare under the aegis of NSACS, Govt. of Nagaland.
2. Ms. Hanlula Yimchungrü (BA 5th Semester Psychology Honours). 24 November 2021. 2nd Position in Intercollegiate Extempore Speech Competition focusing on 'accountability, transparency and good governance', organised by Office of the Principal Accountant General, Govt. of Nagaland, as a part of the Audit Awareness Week observed across India.

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

- Title of of the Practice

E-Waste Management Awareness and Initiative.

- Objectives of the Practice

Random disposal of e-waste is posing a major threat to the environment and adversely affecting the health of people everywhere. Since many people not know how to discard their e-wastes, they are simply stored in people's homes or discarded without any proper precautions. E-wastes, if properly recycled, can be recovered and brought back to the production cycle thereby creating avenues for employment and generating income, while preserving our ecosystem and preventing the harm that they are doing to people.

- The Context

There is no better place to create awareness about proper e-waste management than the educational institutions. Therefore, the College decided to take this initiative in educating the students about this important issue so that they can in turn educate their families and people known to them. The institution strongly feels that a small step like this can go a long way in a making a big difference in eliminating this menace in the near future.

- The Practice

The College has signed a MoU with E-Circle, a firm which is registered under the Government of Nagaland and with its office in Dimapur, Nagaland. In the past few years, various awareness programmes and workshops have been conducted in the College for both faculty and students. The programmes are managed and organized mostly by the Eco-club of the College with Resource Persons from E-Circle, Nagaland. E-waste collection drives are done from time to time.

- Evidence of Success

Faculty and students are gradually realizing the importance of the proper management of e-waste, which is evident by the huge response during e-waste collection drives. Requests for keeping their e-waste in the collection centre of the college have been received from people in and around the vicinity of the College and from acquaintances of the faculty members.

- Problems Encountered and Resources Required

Since there are some practical difficulties in conducting the collection drives frequently, storing the e-waste for a long period becomes a problem.

Best Practice - II

- Title of the Practice

Annual Departmental Activity.

- Objectives of the Practice

To let the students learn through hands on experiences and involvement in various projects, tours and activities.

- The Context

Apart from the classroom teaching and learning process, students can learn and also be made aware of many things in their lives when they are given the privilege to work together and directly get involved in various projects or activities, and when they are made to experience things first-hand. Therefore, with this objective, the College sets aside a day, every year, for all the departments to conduct different activities which are related to their subjects.

- The Practice

A day is set apart for all the departments to organize or conduct their departmental activities. Some departments go for tours and visit places of historical importance; some organize talks, quizzes and debates in the college or locations outside the campus. Some departments visit old age homes, orphanage/destitute homes or special need schools to interact with the elderly or children and learn from them. Some departments conduct environmental/cleanliness drives in different locations apart from the college campus.

- Evidence of Success

The various activities conducted by the different departments help students stay rooted and maintain the connection with the community. They get to experience first-hand the plight of the people who are not as fortunate as them and help them imbibe the quality of dignity of labour. They are made to learn about the importance of commitment and team work and these activities help them to bond, learn and grow in many ways.

- Problems Encountered and Resources Required

A lot of resources are required in organizing these activities.

Conducting the activities for a large number of students outside the campus poses some practical problems.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

The College has been striving 'to promote quality education' and to achieve the goals and aspirations of the institution enshrined in its vision and mission statements. Accordingly, various relevant programmes and activities have been introduced and conducted over the years to aid in the positive growth and development of the students.

In addition to the various activities conducted by the college in general and apart from the classroom teaching and learning, the different departments conduct their own activities to help the students gain more insights and knowledge in their respective subjects and areas of specialisation. These activities are also aimed at building the character of the students and to facilitate the growth of responsible citizenry. The activities usually include interaction with prominent personalities, lectures, seminars, workshops, visits to important places within the state, old age home, orphanage, special need institutions etc. To inculcate a sense of social responsibility in the students, the different organisations and departments are always encouraged to conduct various extension activities.

Cleanliness drives involving the students' participation which help in creating awareness on environmental issues and programme for proper E-Waste Management are also conducted.

Every year, students from different parts of the state and the country belonging to different communities get enrolled in the institution. The college strives to celebrate unity in diversity, by instilling in the faculty and students the importance of respecting one another, regardless of race and background. The college thrives in this unity. It strongly opposes any antagonism arising out of difference in culture and background. Since 2010, the college has been observing Cultural Day to celebrate the rich and cultural diversity of the faculty and students, and foster unity. Cultural day also creates awareness among the faculty and students the need

to showcase and preserve their rich heritage.

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

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

1. To emphasize more on research activities among faculty and students by organizing workshops, orientations, lectures, national/international level seminars etc. The college will also try to bring out a peer-reviewed Journal.
2. To collaborate with other institutions, organizations and agencies and organize more quality-driven activities.
3. To engage more in extension activities and also organize more environmental awareness programmes/activities.
4. To introduce more courses in the undergraduate level along with skill-development courses.
5. To try to promote traditional knowledge and cultural activities.