YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SONARI COLLEGE
• Name of the Head of the institution	Dr. Bimal Chandra Gogoi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9435086838
• Mobile No:	9476528949
• Registered e-mail	principalsonaricollege@gmail.com
• Alternate e-mail	bimalgogoi19@gmail.com
• Address	Sonari, P.O.- Sonari, Dist-Charaideo
• City/Town	Sonari
• State/UT	Assam
• Pin Code	785690
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Dibrugarh University**
• Name of the IQAC Coordinator	**Mintoo Gogoi**
• Phone No.	**9435358345**
• Alternate phone No.	**8474812693**
• Mobile	**8474812693**
• IQAC e-mail address	**iqacsonaricollege@gmail.com**
• Alternate e-mail address	**principalsonaricollege@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	[https://sonaricollege.edu.in/AQAR 2019-20.doc.pdf](https://sonaricollege.edu.in/AQAR2019-20.doc.pdf)
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	[https://www.sonaricollege.edu.in/ Academic%20Calendar%202020-21.pdf](https://www.sonaricollege.edu.in/Academic%20Calendar%202020-21.pdf)

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**67.00**	**2004**	**16/09/2004**	**15/09/2009**
Cycle 2	**B**	**2.40**	**2011**	**08/01/2011**	**07/01/2016**

6.Date of Establishment of IQAC	**23/12/2004**

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
NIL	**Nil**	**Nil**	**Nil**	**Nil**

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	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Nil	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
Preparation AQAR, NIRF report, e-annual report to Dibrugarh University, formation of different committees of the college, and extension activities

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
To renovate the Indoor Sports Stadium.	Renovated and repaired Indoor Sports Stadium.
To take project for Women empowerment	Observed International Women Day
To enrich of the college library with departmental text books	Enrichment of the college library with 02 no.(s) text books of different departments.
To organise Webinar	Webinar organized by the departments Assamese, Education, Chemistry and Zoology
To fulfillment the requirement of equipment of Science Laboratory	Ensured the availability of equipment of Science Laboratory as per requirement.
To supply of sports goods to student community.	Supplied of sports goods to student community.
To organise field study	Completed the field study on environment by Botany and Zoology department.
To organize Awareness Camp, campus cleaning and sanitized by NSS Unit of the college.	Organized Awareness Camp, campus cleaning and sanitized by NSS Unit of the college.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	28/01/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	23/03/2022

15.Multidisciplinary / interdisciplinary

The Students are imparted education in Multidisciplinary subject introduced by Dibrugarh University in the under Graduate level and the syllabus is designed by the University. The college is trying its best effort to offer the needful subject as per need of the students.

16. Academic bank of credits (ABC):

As per the guidelines of NEP,2020 Dibrugarh University has registered recently in the said portal. Sonari College is also taking initiative to register in the said portal so that the College may provide ID to the students in future.

17. Skill development:

Sonari College has no Skill Enhancing Course introduced by itself. But students are imparted education in the following Skill Enhancement Courses introduced by Dibrugarh University compulsorily in undergraduate level. The subjects are Photoshop, Creative Writing, Human Rights, Teaching in Elementary Level and Library Information Science etc. The syllabus of the courses are designed by Dibrugarh University and the college implements the same as per guidelines.

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

The college have full potentiality to offer Indian Knowledge to the Students. College is trying to develop the Library for offering the best Knowledge system for the students and trying to develop a knowledge hub for students.

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

The courses will help the students to generate self-employment opportunities, to pursue Professional courses, to develop leadership quality. It will not only aware them of their rights but also aware the society for its rights and duties.

20. Distance education/online education:

There is a Study Centre of Krishna Kanta Handiqui State Open University (KKHSOU) run by the College since 2008 offering Degree, BCA, PGDCA, Master Degree, P.G. Diploma and Certificate programmes. At present there are 15 Honours subjects in undergraduate level, M.A./ M.Com. in 7 Departments, P.G. Diploma in 8 subjects and 4 Certificate Programmes duly approved by the KKHSOU.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**11**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**1310**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**728**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**361**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**30**

File Description	Documents
Data Template	View File

3.2	**37**

Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**33**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**62242045**
4.3 Total number of computers on campus for academic purposes	**82**

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

Response:

Sonari College, a premier institution of Higher education is affiliated to Dibrugarh University. Being an affiliated college, the entire course curriculum for degree programme is designed by the University while for certificate courses it is designed by the institution. The planning and documentation is done accordingly.

Planning:

1. Academic Council

2. Annual Prospectus

3.College Website

4. Preparation of Academic Calendar

5. Lesson and Teaching Plan

6. HOD Diary and Teachers Diary

7.Tutorial Class

8. Assignments/Seminar/Group Discussion

9. In-Semester Examination

Implementation:

1. Guest Lecture

2. Student Friendly Infrastructure

3. Parent-Teacher Meet

4. Self-Evaluation of the Students

5. Field Trips.

6. Departmentaland Inter-Departmental Seminars

7. Uses of Information and Communication Technology(ICT)

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://sonaricollege.edu.in/

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

All the Departments carries out the process of internal evaluation as per the CEI guidelines stipulated by Dibrugarh University. The evaluation tests are carried out according to the academic calendar for each session.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://sonaricollege.edu.in/academic-calendar/

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 `D. Any 1 of the above`

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	View File

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	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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)	[View File](#)

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	[View File](#)

1.3 - Curriculum Enrichment

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

Response:

The curriculum prescribed by the Dibrugarh University for the various programs that are followed in the institution tend to integrate all the above cross cutting issues through various programs and academic activities.

Gender Sensitivity: The institution has established an Internal Complaints Committee (ICC) to sensitize the students, teachers and non-teaching employees on gender issues so that they can work together in a gender discrimination-free work environment. Sonari College Women Cell plays a vital role on gender sensitization. For creating awareness, various programs like seminars, poster making, poetry, short story and slogan writing competitions are held among students to create sensitization on social, moral and legal complications of gender discrimination.

Environment and Sustainability: Environmental consciousness amongst all concerned is imparted through celebration of World Environment Day every year with day-long programmes like tree plantation, awareness campaigns etc.

Human Values and professional ethics: NSS unit, Red Cross unit of the college take initiative to promote discipline, equality, peace, brotherhood, ethical values through various programs. Programms like blood donation camps, free health check up camps, cancer awareness camps etc. are organized periodically. The Red Ribbon Club sensitizes students and other sections of the society about HIV.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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)	View File

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

30

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

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	**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

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

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

750

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

594

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

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 attempts to provide a learning environment that is suitable for all students. The assessment process to identify slow and advanced learners begins at the time of admission and continues consistently throughout the session through different means.

- **The preliminary process of identifying slow learners and others is carried out through the general counseling session organized by the institution after the admission process is complete.**
- **· After admission the teachers of each department also organize introductory meetings with the students where their individual learning aptitudes are identified.**
- **· Special tutorial classes are organized by the departments to assist slow learners which benefitsadvanced learners as well.**
- **· Seminars, group discussions, etc. are organized on a regular basis.**
- **· Collaborative learning in encouraged where advanced learners assist their less capableclassmates with the preparation of notes and assignments etc.**
- **· The institution regularly conducts activities such as career orientation programs, seminars, and talks on various topics in which students are actively involved.**

- · In order to make the teaching-learning process more engaging various ICT mediums are used in the college. Both advanced and slow learners are helped through this means as the learning process is made more interesting and interactive.

File Description	Documents
Link for additional Information	https://sonaricollege.edu.in/2.2.1%20Student%20Diversity.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1310	47

File Description	Documents
Any additional information	View File

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 plans all initiatives for the ultimate betterment and benefit of students. So, the methods employed and activities organised by the institution are highly student-centric in nature. Apart from delivering classroom teaching, the institution aims to fully engage the cognitive capacities of the students and aims for a balanced personality development so that students can not only progress career wise but also contribute to the society as educated and responsible individuals.

- The institution conducts workshops, seminars, and collaborative exercises which do not limit the student to textbook learning but engages their interactive skills as well.
- Group discussions and group projects are also used as participative learning methods.
- The problem-solving capacities of students are gauged and improved through remedial classes, regular tests are conducted andCompetitions, are also organised for the benefit of the students.

- The college observes many different events on special days of international, national and state significance as part of experiential learning exercises.
- Practical and experiential learning is carried in the well equipped laboratories of the different departments.
- Experiential learning and social skill development is further carried out through fieldwork and community activities.
- The civic sense of the students is also developed through awareness programmes.

File Description	Documents
Upload any additional information	[View File](#)
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 institution is well equipped with the latest educational ICT facilities. It ensures that the students have a learning experience which is on par with the global digital education scenario. It not only benefits the students but also equips the teachers to deliver a better learning experience in addition to also further their individual research and scholastic activities.

- The college is equipped with a number of Smart and Digital Boards which enrich the teaching-learning process
- The rooms are equipped with smart boards, projectors and screens, microphones and speakers, servers for internet connectivity etc.
- Daily lecturers as well as seminars are conducted with the help of PowerPoint presentations which capture the student's attention.
- During the time of lockdown these ICT tools were critical for delivering regular online lectures and for conducting online assessments.
- Virtual meeting platforms and various e-resources available in the college assist both students as well as teachers in the teaching -learning process.
- The college has sufficient number of computers for the use of students through which computer courses are delivered.
- Each department has access to desktops, laptops, projectors and other ICT facilities for maintenance of records and for delivery of classes.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sonaricollege.edu.in/2.3.2%20ICT%20tools.pdf

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

47

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

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)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

9

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)	View File

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

670

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

Internal assessment of the students is carried out according to the examination rules and schedule stipulated by the Dibrugarh University. Two Sessional written examinations, seminar, group discussion, viva and home assignment are conducted as part of internal assessment. The sessional written examinations are conducted by the institution centrally while other assessments are conducted by the respective departments. In order to maintain transparency of the assessment system the following means are adopted.

- **Students are notified in advance about the dates on which internal examinations will be conducted through notices issued by the college.**
- **Evaluation of answer scripts and other assignments are conducted regularly and on time by the faculty.**
- **Marks are entered according to category wise against each paper in Marks registers maintained by the Departments.**

- **Students are notified of the marks obtained in their respective papers by the concerned departments. Marks list are displayed on the notice board.**
- **Students are given a chance to check the marks obtained and put forward any query they may have regarding the same.**
- **Marks obtained in the internal assessments is sent to the University to be included in the final result.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://sonaricollege.edu.in/aqar-documents/2.5.1.%20Mechanism%20Internal%20Assessment.pdf

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

The internal examination results are declared according to the schedule of the academic calendar of Dibrugarh University. The process is completely transparent and any query or grievance of the student is addressed immediately in the following ways.

- **Any grievance or query of the students regarding assessment is usually handled by the respective student mentor.**
- **Students who for any reason could not appear for the Sessional examination are allowed a second chance of appearing in the examination on dates fixed by the college.**
- **Notifications/circulars of special examinations to be held are issued by the college.**
- **Teachers conduct follow up sessions after the examination with the students to clear their doubts or confusions.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://sonaricollege.edu.in/2.5.2.%20Mechanism%20dealt_internal%20exam%20grievances.pdf

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 teaching faculty and students of the college are made aware of

the Programme Outcomes and Course outcomes in advance.

- Teachers discuss about the course outcomes and are oriented about the specific outcomes of programmes through meetings and orientation sessions prior to commencement of the academic session.
- General counseling for all the students is conducted centrally by the college after admission to make them aware of the objectives and outcomes of the Programme opted for by them.
- Counseling sessions for students are conducted by each department to make students aware of the outcomes of each course included in the program.
- Any further query of the students regarding course outcomes are followed up by the Mentors.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sonaricollege.edu.in/2.6.1%20Aware%20of%20POs%20and%20COs.pdf
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.

In it ensured that Programme outcomes and Course outcomes are achieved at the end of each session.

- Results of each semester are analysed and discussed by the administration and faculty through teacher's meetings held at the end of each session.
- Programmes and strategies for improvement of the same are formulated.
- Remedial and tutorial classes are adjusted according to the findings of the meetings held for outcome analysis.
- The college has been recording a consistent pass percentage with a satisfactory number of students attaining first class grades in the final examinations.
- The attainment of programme and course outcomes is reflected in the quality of manpower produced by the college.
- Each year many students pass out from the college and go on to clear many competitive and professional examinations.
- Many of the students of each department also opt for higher studies and gain admissions in the reputed Univerities across

the state and country.

- The success rate of the students in gaining employment in government and private jobs is also a reflection of the attainment of the programme and course outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://sonaricollege.edu.in/2.6.2.%20Attainment%20of%20PO%20&%20CO%20(2).pdf

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

367

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://sonaricollege.edu.in/2.6.3.1.%20Total%20Number%20of%20Final%20Year%20Students.pdf

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://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SNRCOL_NAAC_Students%20Satisfaction%20Servey%20(Report)%202020-21.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)	<u>View File</u>

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)	<u>View File</u>
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

10

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)	View File

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

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

NIL

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)	<u>View File</u>
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

0

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<u>View File</u>

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

0

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)	[View File](#)

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

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	[View File](#)
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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

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.

`Response: The college has its infrastructure facilities for all round development like class rooms, laboratories, computer laboratory, conference hall, reading room, canteen, boys' and girls' hotels, examination room,`

`Class rooms: The college has different types of class rooms, spreading in old Assam type house, new RCC building, extension Assam type building for conducting regular classes, various examinations, tutorial classes, remedial classes and for other related purposes. Class room with LCD projectors facilities including Smart Class room and seminar halls with ICT facilities exists for academic use. At present we accommodate more than 1500 students at a time in the various class rooms.`

`Laboratories: Every science department including department of education of arts have well-equipped laboratories for practical classes. The college also has a computer department with computer laboratory.`

`Computing Equipment: The institution has 60 functional computers. Every department has one desktop computer set. For NAAC IQAC office is equipped with numbers of computers, scanner,`

`Library Facilities: The library of the college was established simultaneously with the parent organization in 1970.The college library is a two storied building. Presently it has 20,921 text books and good numbers of reference books. It has a collection of Dictionaries, Encyclopedias and Yearbooks etc.`

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://sonaricollege.edu.in/4.1.1%20Additional%20information...pdf

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

The intuition provides sports and games facilities to the students for their all-round development. There are separate student union secretaries for Major games, Minor games and Gymnasium to assist the students to take part in college week and inter-college sports meets. The college has one indoor stadium, a gymnasium hall and a playground for outdoor games.

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

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	<u>View File</u>
Paste link for additional information	<u>https://sonaricollege.edu.in/4.1.3.1%20Additional%20Information.pdf</u>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

1179371

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)	View File

4.2 - Library as a Learning Resource

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

The library of the college was established simultaneously with the parent organization in 1970. Since the establishment, the collection of the resources has been progressively enriched in every year. Sonari college library is one of the premier college libraries in Assam, in providing efficient service to the readers. The library aims to increase the numbers readers day by day. Therefore it offers best reader award to the students on the librarians' day to encourage reading habit among students. It is well stocked withtext and reference books, local and national journals and CD ROMs etc. The library has a huge collection of dictionaries, encyclopedias, atlas maps and rare books. It has a well-equipped reading room and it follows open Access System to reduce the barriers the books and readers.

The library is fully automated with integrated library management system (ILMS) named SOUL 2.0. The library management software consists of modules such as administration, acquisition, circulation, cataloguing, serial control, OPAC etc. All the books are classified with Dewey Decimal Classification scheme. It also offers various services like automated circular system, online public access catalogue, Wi-Fi access, newspaper clippings etc. The library also provides book bank facilities to the poor and meritorious students.

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

4.2.2 - The institution has subscription for the   **A. Any 4 or more of the above**

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	*View File*

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)

56030

File Description	Documents
Any additional information	*View File*
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**

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

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 upgrading its IT facilities frequently as per

the need and requirements during the last five years. These includes increase in the number of computers , internet connectivity, new institutional portal updating , setting up of smart classrooms and ICT- enabled Classroom, digital seminar halls, online admission, library digitalization, etc.

- Number of computers has been gradually increasing in the last five years, with the setting up of additional compute labs.
- Partial Wi-Fi and LAN arrangement has been done.
- Internet connection bandwidth has been upgraded from 5 Mbps to 20 Mbps present, which has been necessitated due to the increasing numbers of computers, smart Classrooms, interactive LCD projectors, online admission process, dynamic website, library digitization and various supporting software.
- 2 new Smart classrooms, 1 ICT-enabled seminar halls has been set up for effective teaching- learning process.
- Online admission procedure has been initiated in partial manner, since 2019 and 100 cent percent online admission and renewal of admission has been introduced in all programes of study, through a separate web portal, specially designed for that purpose.
- Central Library of the college has been digitized through the use of DSpace.
- Computer Science department periodically organizes free training programmes for both teaching and non- teaching staff to upgrade the IT Skill.
- Over and above, biometric attendance system for employees, CCTV surveillance system, online UPS provision for power back- up has also been augmented during the assessment period.

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

4.3.2 - Number of Computers

82

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

4.3.3 - Bandwidth of internet connection in the Institution   `C.10 - 30MBPS`

File Description	Documents
Upload any additional Information	[View File](#)
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)

`678556`

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)	[View File](#)

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 established policies and procedures, based on well-organized and decentralized mechanism for maintaining and utilizing the Physical, Academic and support facilities, such as, laboratories, library, sportscomplex, computers, classrooms etc. The college authority and the IQAC ensure the proper maintenance and utilization of the facilities as per the allocation of the budget. Physical Facilities: Different sub-committees of the college, in coordination with the IQAC, arrange everything including regular cleaning of the classrooms and laboratories, and any other maintenance related to electricity, toilets, lab machineries, auditorium, playground, canteen etc. according to the demands raised by the teachers and students of all departments. The authority analysed the demands and needs of the teachers and students based on

necessity, urgency, availability of finance, and the budget allocated.

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

726

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

0

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)	*View File*

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

D. 1 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	*View File*

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

120

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

120

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	*View File*

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

E. None of the above

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	**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

4

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

39

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
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)	View File

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 Students' Union of Sonari College has comprised The President, The Vice-president and General Secretary along with other twelve Secretaries of different fields. The Students' Union of the college performed the following activities during the session 2020-2021. (i) Covid 19 Awareness programme & Cleanliness programme (ii) Making representation of the college in Dibrugarh University youth festival organized at Sarupather College. (iii) Making representation of students from the college to participate in different events outside the college campus. (iv) Making collaboration with NSS Unit and different cells of the college to participate in certain extension and co curricular activities. (v) Organizing Annual Cultural Procession in relation to College Week. (vi) The Students' Union also cooperates in redressing the grievances of students. (vii) The Students' Union plays a vital role in maintaining discipline and order, particularly in special programmes organized within the college premises.

The different portfolio holders of the Students' Union of the college represent various bodies of the college and whole- heartedly involve in smooth functioning of the college. Their involvement in committees are mentioned below.

1. Internal Quality Assurance Cell (General Secretary)
2. Academic & Research Council (Debating Secretary/Magazine Secretary)
3. Career Counseling Cell (General Secretary)
4. Canteen Committee (President)
5. Women Study & Research Cell(Girls' Common room Secretary)
6. Students' Support & Progression Committee(General Secretary)

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/5.3.2%20Additional%20information.pdf
Upload any additional information	View File

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

0

File Description	Documents
Report of the event	**No File Uploaded**
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)	[View File]()

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

Alumni Association is not registered. It is under process.

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

The vision and mission statement, which define the institution's goals and objectives, are reflected in the institution's governance. The college works to provide students with a holistic education that

will prepare them for the difficulties of a fast changing society and develop them into capable, ecologically aware, and socially responsible citizens.

The college intends to fully digitise the academic infrastructure within a short period of time in order to enhance it. To address the classroom shortage, more classrooms are now being built. There is a long-term plan for upgrading laboratories, indoor stadium, ComputerLaboratory, auditorium, administrative buildings,and offices for N.S.S., N.C.C., among other facilities.

File Description	Documents
Paste link for additional information	**Nil**
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.

IQAC takes active initiative to include student members in various existing in-house bodies, such as, Career Guidance Cell, Beautification Committee, Adopted village Committee, Library Advisory Committee, Sports and Games Committee etc.

Various in-house bodies have been constituted by IQAC in consultation with the Principal. i.e library, examination, construction, sports management, disciplinary action taking, NSS, health and hygiene, canteen ,Hostel Management, poor fund committee etc. The in-house bodies has been granted autonomy to prepare and strategies their plans for smooth functioning of all operations during their tenure.

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.1.2%20%20Additional%20information.pdf
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

   1. **Curriculum Development**

2. **Teaching and Learning**
3. **Examination and Evaluation**
4. **Research and Development**
5. **Library, ICT and Physical Infrastructure / Instrumentation**
6. **Human Resource Management**
7. **Admission of Students**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://sonaricollege.edu.in/6.2.1%20%20Additional%20information.pdf
Upload any additional information	View File

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 a number of bodies to ensure that work is carried out efficiently at all levels and departments.

1. **Governing Body**
2. **Different bodies for preparing Routine and academic calendar,**
3. **Various committees, such as, Committees for Examination committee , admission committee.**
4. **Infrastructure committees**
5. **Research cell**
6. **Library management committees etc**

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.2.2%20Additional%20information.pdf
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination   **D. Any 1 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	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

1.The College has a welfare fund called Sonari College Teacher's Cooperative Thrift Society Ltd. Both teaching and nonteaching staff are contributors to this welfare fund, which benefits everyone.

2.The College has provided residential quarter facilities to some of the teaching staffs within the college campus

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.3.1%20Additional%20information.pdf
Upload any additional information	View File

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)	View File

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

0

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)	View File

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

27

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Yes, Done

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.3.5%20Additional%20information.pdf
Upload any additional information	View File

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

Sonari College management accounts are run by Pricipal-cum-Secretary Governing body Sonari College. A total no. of 26 accounts where in the college- in different names. All expenditures are made as per order and records are kept in cash book in daily basis date-wise. All vouchers of different heads are kept in accountant's custody which was audited by internal auditor appointed by the college Governing body from time to time. Internal auditor verified the cash book of accounts ledger, statements and vouchers, etc. again, the complete audit report and all documents were approved by government auditor appointed by te local audit office government of Assam.

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.4.1%20additional%20information.pdf
Upload any additional information	View File

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)	<u>View File</u>

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

NIL

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

a).Submission of Data for AISHE portal

b)Participation in NIRF

c) Submission of Annual report to Dibrugarh University

File Description	Documents
Paste link for additional information	<u>https://sonaricollege.edu.in/6.5.1%20Additional%20Information%20(NIRF%202020-21).pdf</u>
Upload any additional information	<u>View File</u>

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

The institution frequently assesses its teaching and learning process, operational structures and procedures, and learning outcomes through the IQAC formed in compliance with the criteria. Meetings with the teachers were held with the Principals In order to analyse the teaching and learning process and to assess the quality improvement of the faculties.

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)	View File

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 Sonari College has been adhering the idea of Gender Equality by giving equal consideration to the girl students with respect to their identity and personality to be expressed on equal footing. The college is committed to educating and following the idea of gender

sensitization among the students as a prime duty and constitutional obligation.

The Government of Assam have also taken a lot of initiatives by implementing welfare scheme to ensure gender sensitization in the field of education by providing totally free education, various scholarships for the betterment of the girl students.

The college constitutes a Women Cell and an Anti-Ragging Cell to create awareness and educate among the students about women empowerment and conducts various programmes and activities to popularize the idea of gender sensitization and empowerment as well as.

Anti-sexual Harassment Cell has also been taking special care about the girl students and trying to support in terms of instilling confidence while they face any types of problems within the campus or outside the campus.

In addition to this, the college N.N.S. Unit has been engaging the students in various activities to imbibe qualities of leadership, social service, responsible and awakened citizenship to cherish the values of equality, social justice and tolerance.

A Student Welfare Fund has also maintained by the teacher community to assist financial problems and special stress given to the girl student to uplift their academic career.

The Discipline Committee of the college looks after the disciplinary matters, especially protecting the girl students from all kinds of harassment and ensuring their privacy.

The aim of the institution is to make them aware of gender equality and empowerment in a broader sense.

Annual gender sensitization action plan:

1. Observation of International Women Day.
2. Counselling on gender sensitization among girl student
3. Quarterly mentoring to girl student.

Specific facility provide for women :

A. Safety and Security :

1. **Security Personal** : The college campus, during the day, is under the watch of two private Security Personals. During night, there is a night Chowkider in the campus and one Night Watchman for Girls Hostel campus. On special occasions like Students Union Election, Annual College Week, the college requests additional security from the local police station.
2. **Disaster Management** : There are disaster management equipment's such as Fire Extinguisher, Equipped Stands located where it necessary.
3. **CCTV Surveillance** : Round the clock the college campus surveillance is also ensured through CCTV Cameras as installed at specific locations. Special care has been taken to ensure that these are not intrusive and do not compromise the privacy of any member of the college community.
4. **Campus Lightening** : The college campus is well lit. Campus locations are kept well lit as this enhances the safety aspect of the campus.
5. **Vigilance Committee** : The college has an Internal Complaints Committee (ICC) in place and constituted as per UGC guidelines. The ICC deals with grievances related to sexual harassment in the institution.
6. **Raging Free** : There are Anti Raging Committee for monitoring the students and Anti Raging Squad resist such type of misconducts and makes the college as well as both Girls' and Boys Hostels as raging free zone.

B.Counselling :

The Student Support Cell (SSC) in the college bears the responsibility for the arrangement of counselling services for the students. The Students Support Cell has a wider responsibility but counselling service remain its core responsibility. I counselling session the students are sensitized to the purpose of the counselling and given an opportunity to raise questions with the counsellor interacting with them. The students also receive counselling and guidance in academic matters career opportunities available to them from faculty members and invited experts faculty members have an opportunity to learn the basics of monitoring and counselling in workshops, acknowledge gender as a very important dimension in the growth and development of an individual. In all counselling conversation and counselling intervention, gender sensitivity is emphasized. Faculty members counselling and guiding students in academic and career opportunity are advised to recognise the impotence of gender in the personal and social life of a student and value the student's views and experiences. It is emphasized that the interest and ability of the students, unhindered by gender,

should determine the opportunity available to a student.

Gender sensitive counselling helps the students to gain in confidence, become capable of asserting themselves and proceed to realise the potential.

C.Common Room:

The common room for the students is a dedicate location where students can spend time between their classes. There are separate common room for Boys' and Girls'. The Girls' Common Room has an attached washroom facility which is accessed by students. The Teachers' Common Room which also served as a meeting room and has separate washroom facilities for male and female staff members.

D.Day Care Centre for Yung Children:

Day care centre is very important facility for women staff those care their young children during duty period. Separate Day Care Centre is located for lactating mother who performed duties as teaching and non-teaching staff. Day Care Centre is well equipped with playing materials for young children and bed for rest, wash basin and other facility as required.

E.Any Other Information: Response: 0

File Description	Documents
Annual gender sensitization action plan	https://sonaricollege.edu.in/7.1.1%20Annual%20Gender%20Sensitization%20action%20plan%20(2020-21).pdf
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	https://sonaricollege.edu.in/7.1.1%20Specific%20facilities%20provided%20for%20women%20(2020-21).pdf

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	[View File](#)
Any other relevant information	No File Uploaded

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

- **Solid Waste Management:**

  Solid waste in the form of dry and wet waste, generated in the college campus is segregated in separate bins. The organic waste collected is used for vermicompost production and thus recycled.

  The non-biodegradable waste, is disposed of in notified municipal collection centre. Construction debris generated are disposed in authorised landfill sites. Incinerators are used for disposal of sanitary napkins.

  The 3Rs of Waste Management – Reduce, Reuse and Recycle is advocated by the College. Drives have been taken to ban the use of single use plastic in the campus, to reduce the waste of food in canteen, hostels and transformation of the office works to paperless. Broken furniture, doors and windows are refashioned as seats, desks and benches for reuse.

  Liquid Waste Management :

  . Liquid waste generated in the laboratories is checked for corrosiveness and disposed of after neutralization. Waste water from toilets, hostels, canteen and kitchens is disposed off through drainage system.

  E- waste Management:

  E- garbage of the college is being stored as there is no e-waste collection point developed for their proper disposal.

- **Hazardous Chemicals Waste Management: Response: 0**
- **Radioactive Waste Management: Response: 0**

- **Biomedical Waste Management: Response: 0**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://sonaricollege.edu.in/7.1.3%20-%20geo tagged%20photos.pdf
Any other relevant information	View File

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. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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:　　　　**A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

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

C. Any 2 of the above

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	View File

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. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	View File

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 Institution provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities. The college campus offers admission for students from a variety of cultural background. This helps the students in improving their creative thinking, better understanding of diverse cultures, better interacting skills, ability to work with diverse workforces in future.

The College observes Annual Sports every year which promotes harmony and sportsmen spirit among students. Cultural Rally establishes positive attitude among the people of different racial and cultural background. Celebration of World Heritage Week helps in promotion and awareness of the conservation of culture, traditions and heritage.

Celebration of commemorative days like Women's Day, promote women empowerment and eradicate gender discrimination.Yoga Day along with regional festivals like Bihu, Folk Dances establishes positivity among the people.

The College Authority and the Teacher's Unit adopted a model village where visits are often made by the teachers and students to promote harmony and socioeconomic development among the villagers. Students inculcate various life lessons from the senior citizens of the village.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
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

Our institution takes all possible initiatives in organizing various events and programmes for molding the students employees to become a responsible citizen of the country, As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to

take part in Blood Donation Camp and study tour for them that make them understand the importance of protecting the cultural heritage of the country. The college has also conducted special lectures on move towards constitution where subject experts enlightened the students about the importance of the Indian Constitution and how we must work in the direction of saving our constitution.

On 26th November of every year, Constitution Day is celebrated at the college campus in collaboration with local administration to narrate Fundamental Rights, Duties, Values and responsibility of citizens as stated in the constitution of India among the students.

The college organized a voters' pledge programme on National Voters' Day (24th January) in collaboration with the Election Office of Charaideo District to literate the students and the general public about the political rights. Voters Awareness Programme also conducted for all the students and were sensitized about their constitutional power of voting

The students have taken up many cleanliness drives both inside the college campus and in domestic town considering it as a responsibility of every citizen. The student have also taken up plantation drives to provide a clean and green environment for all on International Environment Day.

'Swachh Bharat Abhiyan' Sanitization, awareness programme on Pandemic (COVID-19) has also been an important initiative taken up by the college and students where organized an awareness rally to create awareness among all.

All the students of the college of UG Courses have to study the constitution of India in Multy Discipline as compulsory paper which sensitizes the students about constitutional obligation.

Every year the Republic Day is celebrated on 26th January and the Independence Day alsocelebrated each year to highlight the struggle of freedom and the importance of Indian Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code   B. Any 3 of the above

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

File Description	Documents
Code of ethics policy document	View File
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	**No File Uploaded**
Any other relevant information	View File

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

Response :

The Institution encourages the students to love and respect national unity and integrity. The college community works for the mission of better India and one India. Accordingly the institution celebrates days of national importance like Independence Day and Republic Day with great favour. Birth and Death Anniversary of great personalities, days of National and International importance are also celebrated enthusiastically. Such kind of celebrations acquaints the students with the contribution of the great leaders towards Indians freedom struggle and nation building

Celebration of Independence Day:

The India's independence is celebrated in the college on 15th August in every year. Early in the morning the National Flag is hoisted by the principal. Many students and staff attended the occasion. The Anthem is sung the students and teachers. The principal delivers a massage highlighting the significance of the Indian freedom movement and the contribution of the freedom fighters. Through his massage an

attempt is made to arouse nationalist feelings among the students. Some of the teachers also deliver fruitful lectures on this occasion.

Celebration of Independence Day:

The Republic Day is celebrated on 26th January in every year. Early in the morning the National Flag is hoisted by the principal. Many students and staff are present on that occasion. A speech is delivered by the principal where he urged the students to protect the unity and integrity of India. The Anthem is sung the students and teachers. Along with the Republic Day celebration a Swachchata Programme is undertaken by the teachers and students.

International Yuga Day Observation:

The International Yuga Day is celebrated every year as per the instruction of UGC. It is celebrated on 21st June. On this occasion some resource persons are invited to teach some yuga practices to the teachers as well as the students. A day long programme is organised on the occasion. It proves to be very fruitful for maintaining good health among the teachers and students.

Apart this Sonari College also celebrates Gandhi Jyanti. Cleanliness drive or Swachhta Abhiyan is organised by the college on the birth anniversary of Mahatma Gandhi.

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	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

A) Title : Save Tree Save Earth (Tree Plantation & Environmental

Objective of the Practice:

- **To acquaint the students with some vital problems like**

- environmental degradation, pollution and global warming that are mainly caused by deforestation.
- Awareness of students towards environmental protection proves to be very fruitful because they are often found to be disseminating this awareness among the villages of their native village.

The Context.

Protection of environment is a vital issue of the present era and the institution pays a great attention to this issue. The college authority has undertaken tree plantation programmes at regular intervals of time. Tree plantation programmes are conducted not only within the college campus but also at Civil Hospital campus and Burial Place located at Seujipam near by the college. Along with trees that provided shade, fruit bearing trees are also planted during such programmes. Some times such programmes are also undertaken as joint venture by the college authority as well as the NSS, Sonari College Unit. It brings awareness among the students about environmental degradation and the necessity of protection of nature.

The Practice:

Fruit bearing trees and various medicinal plants planted during such awareness drives proves to be very fruitful because they provide the college community with seasonal fruits as well as medicinal benefits. The trees planted by the college authority provide shades as well as adds to its beauty. Tree plantation by the college authority is undertaken at Civil Hospital campus and Burial Place located at Seujipam near by the college, thus making the students aware of the need to protect natural environment. It also ensures a greater participation of people of this area. Moreover it contributes towards maintaining ecological balances and provides cool breeze during the summer season.

Evidence of Success:

Major plantation programmes were conducted in surrounding area of the institution in the day of World Environment Day on 5th June. The programme was taken with the help of NSS Unit, Sonari College under the guidance of NSS Coordinator, Sonari College Unit, Mr. Mintoo Gogoi, Mr. Jyoti Prasad Phukon and the Principal Dr. Bimal Ch. Gogoi of the college were planted about 500 trees in various areas of the district in the month of May 2017. The college has a programme called 'Medicinal and Fruit Tree Plantation' within the college

campus to aware and train the student regarding sustainable use of those trees and also Orchid conservation programme under supervision of Mr. Phanindra Kr. Boruah, Head of the Department of Botany of the college All the trees of the college campus have been labelled with their scientific names and local names, so that, the students can recognize them easily. It will help the students and also the college community to protect those trees inside or outside the college campus for environmental safety. The World Environment Day is celebrated on 5th June in each year and special lectures were organised for the student community and plantation drives also took place. A joint venture is taken by the department of Botany and Zoology in every year for environmental study under guidance of Mr. Rana Konwar, HoD. Department of Zoology, Mr. Jyoti Prasad Phukon, Asstt. Professor, Deptt. of Zoology and Mr. Phanindra Kr. Boruah, HoD. Department of Botany and other faculty members of department of Botany and walk out to nearby Abhoypur Reserve Forest, and big reserve forest like Gibon, Kaziranga, Manah etc. This venture helps the students to explore the biodiversity of the state.

B) Title : No to Gender Discrimination (A Gender Sensitization Effort):

Objective of the Practice:

- To bring gender equality.
- To empower the second gender.

The Context.

Women or females are lagging behind in terms of education, employment and social status. Therefore, it becomes the utmost duty of the institution to bring in equality among the gender categories and thereby attempt to eliminate gender discrimination. As the sensitization programmes designed revealed several disparities and inequalities which were not noticed earlier. People, specially the other gender argued, discussing gender and gender roles would break up the statuesque of the society. Similarly, the various legal protective provisions for women were misunderstood as undue favour meant to belittle men. Under these circumstances, the college has initiate it appropriate to forge ahead with the motto implementations the objective for which an exclusive cell is created.

The Practice:

The college provided equal opportunities to all students, teaching

and non-teaching staff irrespective of caste, creed and gender. The college had taken special note to ensure that the Governing Body, Students' Union, representative to the ACTA, different Cells and programmes be represented by women or girl members too. The college ensured that all the students, whether boys or girls, do not have discrimination experience in using the college reading room, library, class-room, common room and auditorium or in any other occasions/ functions that the institution arranges.

Evidence of Success:

The Moral Value Education Cell and Women Cell of the college initiated some programmes in issues such as gender equity, female health and hygiene, women education and empowerment, preservation of environment through sustainable development for future generation. The institution has been taking special care to sensitize its staff and students on issues of gender and inclusion. Moral Value Education Cell and Women Cell of the college introduced the students to the concepts and issues like gender equality, female health and hygiene, women education and so on. Besides, the institution observed the International Women's Day at the college premises, organised departmental seminar, talks among the students about gender equality and gender neutrality. The college also witnessed a strong anti-sexual harassment cell to redress the gender related cases.

Problems Encountered and Resources Required:

- The modest and diffident students were reluctant to cross their academic borders affecting the successful conduct of awareness programmes.
- Ensuring the all round support and participation of women teachers in the programmes is also a tough task.
- Organising various programmes during working hours, sometimes has led to sacrificing the class work.
- Implementation of the annual plan and its monitoring has become a tough task in view of tight academic schedule of the college.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

Sonari College, a Co-ed is located at the District Head Quarter of Charaideo district. As the area is situated near the Assam-Nagaland border, it has been marked as a conflict and extremist stricken area and has been lagging behind in the sphere of socio-economic as well as educational development. The demographic structure of the area is basically dependent on agrarian means for survival.

The College has been promoting education in H.S. level, Degree Courses (Arts and Sciences) and also through distant mode, under Krishna Kanta Handique State Open University (KKHSOU) to the younger generation and thereby impacting hugely to the socio-economic environment of the area. The economically backward students are benefitted by getting free admissions, scholarships, tutorial classes, counsellings and sponsorship for higher education. A Student Welfare Fund is being initiated by the College Teacher's Unit and used for rewarding students.

Distinctive to its priority:

The College gives priority to promote education for poor students and girls students of rural background and encourage them to participate in extracurricular activities like NSS, sports etc.

Distinctive to its Thrust:

The college has well qualified faculty members with Ph.D. degree and students from rural background are very much benefited from them.

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

Response:

Sonari College, a premier institution of Higher education is affiliated to Dibrugarh University. Being an affiliated college, the entire course curriculum for degree programme is designed by the University while for certificate courses it is designed by the institution. The planning and documentation is done accordingly.

Planning:

1. Academic Council

2. Annual Prospectus

3.College Website

4. Preparation of Academic Calendar

5. Lesson and Teaching Plan

6. HOD Diary and Teachers Diary

7.Tutorial Class

8. Assignments/Seminar/Group Discussion

9. In-Semester Examination

Implementation:

1. Guest Lecture

2. Student Friendly Infrastructure

3. Parent-Teacher Meet

4. Self-Evaluation of the Students

5. Field Trips.

6. Departmentaland Inter-Departmental Seminars

7. Uses of Information and Communication Technology(ICT)

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://sonaricollege.edu.in/

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

All the Departments carries out the process of internal evaluation as per the CEI guidelines stipulated by Dibrugarh University. The evaluation tests are carried out according to the academic calendar for each session.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://sonaricollege.edu.in/academic-calendar/

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	**D. Any 1 of the above**

24-05-2023 09:20:34

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	View File

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	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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)	View File

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	View File

1.3 - Curriculum Enrichment

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

Response:

The curriculum prescribed by the Dibrugarh University for the various programs that are followed in the institution tend to integrate all the above cross cutting issues through various programs and academic activities.

Gender Sensitivity: The institution has established an Internal Complaints Committee (ICC) to sensitize the students, teachers and non-teaching employees on gender issues so that they can work together in a gender discrimination-free work environment. Sonari College Women Cell plays a vital role on gender sensitization. For creating awareness, various programs like seminars, poster making, poetry, short story and slogan writing competitions are held among students to create sensitization on social, moral and legal complications of gender discrimination.

Environment and Sustainability: Environmental consciousness amongst all concerned is imparted through celebration of World Environment Day every year with day-long programmes like tree plantation, awareness campaigns etc.

Human Values and professional ethics: NSS unit, Red Cross unit of the college take initiative to promote discipline, equality, peace, brotherhood, ethical values through various programs. Programms like blood donation camps, free health check up camps, cancer awareness camps etc. are organized periodically. The Red Ribbon Club sensitizes students and other sections of the society about HIV.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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)	View File

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

30

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

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

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

750

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

594

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

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 attempts to provide a learning environment that is suitable for all students. The assessment process to identify slow and advanced learners begins at the time of admission and continues consistently throughout the session through different means.

- The preliminary process of identifying slow learners and others is carried out through the general counseling session organized by the institution after the admission process is complete.
- · After admission the teachers of each department also organize introductory meetings with the students where their individual learning aptitudes are identified.
- · Special tutorial classes are organized by the departments to assist slow learners which benefitsadvanced learners as well.
- · Seminars, group discussions, etc. are organized on a regular basis.
- · Collaborative learning in encouraged where advanced learners assist their less capableclassmates with the preparation of notes and assignments etc.
- · The institution regularly conducts activities such as career orientation programs, seminars, and talks on various topics in which students are actively involved.
- · In order to make the teaching-learning process more engaging various ICT mediums are used in the college. Both advanced and slow learners are helped through this means as the learning process is made more interesting and interactive.

File Description	Documents
Link for additional Information	https://sonaricollege.edu.in/2.2.1%20Student%20Diversity.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1310	47

File Description	Documents
Any additional information	View File

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 plans all initiatives for the ultimate betterment and benefit of students. So, the methods employed and activities organised by the institution are highly student-centric in nature. Apart from delivering classroom teaching, the institution aims to fully engage the cognitive capacities of the students and aims for a balanced personality development so that students can not only progress career wise but also contribute to the society as educated and responsible individuals.

- The institution conducts workshops, seminars, and collaborative exercises which do not limit the student to textbook learning but engages their interactive skills as well.
- Group discussions and group projects are also used as participative learning methods.
- The problem-solving capacities of students are gauged and improved through remedial classes, regular tests are conducted andCompetitions, are also organised for the benefit of the students.
- The college observes many different events on special days of international, national and state significance as part of experiential learning exercises.
- Practical and experiential learning is carried in the well equipped laboratories of the different departments.

- **Experiential learning and social skill development is further carried out through fieldwork and community activities.**
- **The civic sense of the students is also developed through awareness programmes.**

File Description	Documents
Upload any additional information	[View File](#)
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 institution is well equipped with the latest educational ICT facilities. It ensures that the students have a learning experience which is on par with the global digital education scenario. It not only benefits the students but also equips the teachers to deliver a better learning experience in addition to also further their individual research and scholastic activities.

- **The college is equipped with a number of Smart and Digital Boards which enrich the teaching-learning process**
- **The rooms are equipped with smart boards, projectors and screens, microphones and speakers, servers for internet connectivity etc.**
- **Daily lecturers as well as seminars are conducted with the help of PowerPoint presentations which capture the student's attention.**
- **During the time of lockdown these ICT tools were critical for delivering regular online lectures and for conducting online assessments.**
- **Virtual meeting platforms and various e-resources available in the college assist both students as well as teachers in the teaching -learning process.**
- **The college has sufficient number of computers for the use of students through which computer courses are delivered.**
- **Each department has access to desktops, laptops, projectors and other ICT facilities for maintenance of records and for delivery of classes.**

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sonaricollege.edu.in/2.3.2%20ICT%20tools.pdf

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

47

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

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)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

9

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)	View File

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

670

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

Internal assessment of the students is carried out according to the examination rules and schedule stipulated by the Dibrugarh University. Two Sessional written examinations, seminar, group discussion, viva and home assignment are conducted as part of internal assessment. The sessional written examinations are conducted by the institution centrally while other assessments are conducted by the respective departments. In order to maintain transparency of the assessment system the following means are adopted.

- **Students are notified in advance about the dates on which internal examinations will be conducted through notices issued by the college.**
- **Evaluation of answer scripts and other assignments are conducted regularly and on time by the faculty.**
- **Marks are entered according to category wise against each**

paper in Marks registers maintained by the Departments.

- **Students are notified of the marks obtained in their respective papers by the concerned departments. Marks list are displayed on the notice board.**
- **Students are given a chance to check the marks obtained and put forward any query they may have regarding the same.**
- **Marks obtained in the internal assessments is sent to the University to be included in the final result.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://sonaricollege.edu.in/aqar-documents/2.5.1.%20Mechanism%20Internal%20Assessment.pdf

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

The internal examination results are declared according to the schedule of the academic calendar of Dibrugarh University. The process is completely transparent and any query or grievance of the student is addressed immediately in the following ways.

- **Any grievance or query of the students regarding assessment is usually handled by the respective student mentor.**
- **Students who for any reason could not appear for the Sessional examination are allowed a second chance of appearing in the examination on dates fixed by the college.**
- **Notifications/circulars of special examinations to be held are issued by the college.**
- **Teachers conduct follow up sessions after the examination with the students to clear their doubts or confusions.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://sonaricollege.edu.in/2.5.2.%20Mechanism%20dealt_internal%20exam%20grievances.pdf

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 teaching faculty and students of the college are made aware of the Programme Outcomes and Course outcomes in advance.

- Teachers discuss about the course outcomes and are oriented about the specific outcomes of programmes through meetings and orientation sessions prior to commencement of the academic session.
- General counseling for all the students is conducted centrally by the college after admission to make them aware of the objectives and outcomes of the Programme opted for by them.
- Counseling sessions for students are conducted by each department to make students aware of the outcomes of each course included in the program.
- Any further query of the students regarding course outcomes are followed up by the Mentors.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://sonaricollege.edu.in/2.6.1%20Aware%20of%20POs%20and%20COs.pdf
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.

In it ensured that Programme outcomes and Course outcomes are achieved at the end of each session.

- Results of each semester are analysed and discussed by the administration and faculty through teacher's meetings held at the end of each session.
- Programmes and strategies for improvement of the same are formulated.
- Remedial and tutorial classes are adjusted according to the findings of the meetings held for outcome analysis.
- The college has been recording a consistent pass percentage with a satisfactory number of students attaining first class grades in the final examinations.
- The attainment of programme and course outcomes is reflected in the quality of manpower produced by the college.
- Each year many students pass out from the college and go on

to clear many competitive and professional examinations.

- **Many of the students of each department also opt for higher studies and gain admissions in the reputed Univerities across the state and country.**
- **The success rate of the students in gaining employment in government and private jobs is also a reflection of the attainment of the programme and course outcomes.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://sonaricollege.edu.in/2.6.2%20Attainment%20of%20PO%20&%20CO%20(2).pdf

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

367

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://sonaricollege.edu.in/2.6.3.1.%20Total%20Number%20of%20Final%20Year%20Students.pdf

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://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SNRCOL_NAAC_Students%20Satisfaction%20Servey%20(Report)%202020-21.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)	View File

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)	View File
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

10

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)	*View File*

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	*View File*

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	*View File*

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

NIL

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)	<u>View File</u>
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

0

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<u>View File</u>

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

0

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)	View File

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

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
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

0

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

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.

Response: The college has its infrastructure facilities for all round development like class rooms, laboratories, computer laboratory, conference hall, reading room, canteen, boys' and girls' hotels, examination room,

Class rooms: The college has different types of class rooms, spreading in old Assam type house, new RCC building, extension Assam type building for conducting regular classes, various examinations, tutorial classes, remedial classes and for other related purposes. Class room with LCD projectors facilities including Smart Class room and seminar halls with ICT facilities exists for academic use. At present we accommodate more than 1500 students at a time in the various class rooms.

Laboratories: Every science department including department of education of arts have well-equipped laboratories for practical classes. The college also has a computer department with computer laboratory.

Computing Equipment: The institution has 60 functional computers. Every department has one desktop computer set. For NAAC IQAC office is equipped with numbers of computers, scanner,

Library Facilities: The library of the college was established simultaneously with the parent organization in 1970.The college library is a two storied building. Presently it has 20,921 text books and good numbers of reference books. It has a collection of Dictionaries, Encyclopedias and Yearbooks etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sonaricollege.edu.in/4.1.1%20Additional%20information...pdf

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

The intuition provides sports and games facilities to the students for their all-round development. There are separate student union secretaries for Major games, Minor games and Gymnasium to assist the students to take part in college week and inter-college sports meets. The college has one indoor stadium, a gymnasium hall and a playground for outdoor games.

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

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	View File
Paste link for additional information	https://sonaricollege.edu.in/4.1.3.1%20Additional%20Information.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

1179371

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)	View File

4.2 - Library as a Learning Resource

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

The library of the college was established simultaneously with the parent organization in 1970. Since the establishment, the collection of the resources has been progressively enriched in every year. Sonari college library is one of the premier college libraries in Assam, in providing efficient service to the readers. The library aims to increase the numbers readers day by day. Therefore it offers best reader award to the students on the librarians' day to encourage reading habit among students. It is well stocked withtext and reference books, local and national journals and CD ROMs etc. The library has a huge collection of dictionaries, encyclopedias, atlas maps and rare books. It has a well-equipped reading room and it follows open Access System to reduce the barriers the books and readers.

The library is fully automated with integrated library management system (ILMS) named SOUL 2.0. The library management software consists of modules such as administration, acquisition, circulation, cataloguing, serial control, OPAC etc. All the books are classified with Dewey Decimal Classification scheme. It also offers various services like automated circular system, online public access catalogue, Wi-Fi access, newspaper clippings etc. The library also provides book bank facilities to the poor and meritorious students.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

56030

File Description	Documents
Any additional information	[View File](#)
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**

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

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 upgrading its IT facilities frequently as per the need and requirements during the last five years. These includes increase in the number of computers , internet connectivity, new institutional portal updating , setting up of smart classrooms and ICT- enabled Classroom, digital seminar halls, online admission, library digitalization, etc.

- **Number of computers has been gradually increasing in the last five years, with the setting up of additional compute labs.**
- **Partial Wi-Fi and LAN arrangement has been done.**
- **Internet connection bandwidth has been upgraded from 5 Mbps to 20 Mbps present, which has been necessitated due to the increasing numbers of computers, smart Classrooms, interactive LCD projectors, online admission process, dynamic website, library digitization and various supporting software.**
- **2 new Smart classrooms, 1 ICT-enabled seminar halls has been set up for effective teaching- learning process.**
- **Online admission procedure has been initiated in partial manner, since 2019 and 100 cent percent online admission and renewal of admission has been introduced in all programes of study, through a separate web portal, specially designed for that purpose.**
- **Central Library of the college has been digitized through the use of DSpace.**
- **Computer Science department periodically organizes free training programmes for both teaching and non- teaching staff to upgrade the IT Skill.**
- **Over and above, biometric attendance system for employees, CCTV surveillance system, online UPS provision for power back-up has also been augmented during the assessment period.**

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

4.3.2 - Number of Computers

82

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**C.10 - 30MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
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)

678556

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)	[View File](#)

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 established policies and procedures, based on well-organized and decentralized mechanism for maintaining and utilizing the Physical, Academic and support facilities, such as, laboratories, library, sportscomplex, computers, classrooms etc. The college authority and the IQAC ensure the proper maintenance and utilization of the facilities as per the allocation of the budget. Physical Facilities: Different sub-committees of the college, in coordination with the IQAC, arrange everything including regular cleaning of the classrooms and laboratories, and any other maintenance related to electricity, toilets, lab machineries, auditorium, playground, canteen etc. according to the demands raised by the teachers and students of all departments. The authority analysed the demands and needs of the teachers and students based on necessity, urgency, availability of finance, and the budget allocated.

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

726

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	*View File*
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	*View File*

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

0

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)	*View File*

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	**D. 1 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	*View File*

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

120

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

120

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](View_File)

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	**E. None of the above**

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

4

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

39

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
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)	[View File](#)

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 Students' Union of Sonari College has comprised The President, The Vice-president and General Secretary along with other twelve Secretaries of different fields. The Students' Union of the college performed the following activities during the session 2020-2021. (i) Covid 19 Awareness programme & Cleanliness programme (ii) Making representation of the college in Dibrugarh University youth festival organized at Sarupather College. (iii) Making representation of students from the college to participate in different events outside the college campus. (iv) Making collaboration with NSS Unit and different cells of the college to participate in certain extension and co curricular activities. (v) Organizing Annual Cultural Procession in relation to College Week. (vi) The Students' Union also cooperates in redressing the grievances of students. (vii) The Students' Union plays a vital role in maintaining discipline and order, particularly in special programmes organized within the college premises.

The different portfolio holders of the Students' Union of the college represent various bodies of the college and whole-heartedly involve in smooth functioning of the college. Their involvement in committees are mentioned below.

1. Internal Quality Assurance Cell (General Secretary)
2. Academic & Research Council (Debating Secretary/Magazine Secretary)
3. Career Counseling Cell (General Secretary)
4. Canteen Committee (President)
5. Women Study & Research Cell(Girls' Common room Secretary)

6. **Students' Support & Progression Committee(General Secretary)**

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/5.3.2%20Additional%20information.pdf
Upload any additional information	View File

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

0

File Description	Documents
Report of the event	No File Uploaded
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)	View File

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

Alumni Association is not registered. It is under process.

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

The vision and mission statement, which define the institution's goals and objectives, are reflected in the institution's governance. The college works to provide students with a holistic education that will prepare them for the difficulties of a fast changing society and develop them into capable, ecologically aware, and socially responsible citizens.

The college intends to fully digitise the academic infrastructure within a short period of time in order to enhance it. To address the classroom shortage, more classrooms are now being built. There is a long-term plan for upgrading laboratories, indoor stadium, ComputerLaboratory, auditorium, administrative buildings,and offices for N.S.S., N.C.C., among other facilities.

File Description	Documents
Paste link for additional information	Nil
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.

IQAC takes active initiative to include student members in various existing in-house bodies, such as, Career Guidance Cell, Beautification Committee, Adopted village Committee, Library Advisory Committee, Sports and Games Committee etc.

Various in-house bodies have been constituted by IQAC in consultation with the Principal. i.e library, examination, construction, sports management, disciplinary action taking, NSS, health and hygiene, canteen ,Hostel Management, poor fund committee etc. The in-house bodies has been granted autonomy to prepare and strategies their plans for smooth functioning of all

operations during their tenure.

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.1.2%20%20Additional%20information.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. **Curriculum Development**
2. **Teaching and Learning**
3. **Examination and Evaluation**
4. **Research and Development**
5. **Library, ICT and Physical Infrastructure / Instrumentation**
6. **Human Resource Management**
7. **Admission of Students**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://sonaricollege.edu.in/6.2.1%20%20Additional%20information.pdf
Upload any additional information	View File

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 a number of bodies to ensure that work is carried out efficiently at all levels and departments.

1. **Governing Body**
2. **Different bodies for preparing Routine and academic calendar,**
3. **Various committees, such as, Committees for Examination committee , admission committee.**
4. **Infrastructure committees**
5. **Research cell**
6. **Library management committees etc**

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.2.2%20Additional%20information.pdf
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	View File

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

D. Any 1 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	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

1.The College has a welfare fund called Sonari College Teacher's Cooperative Thrift Society Ltd. Both teaching and nonteaching staff are contributors to this welfare fund, which benefits everyone.

2.The College has provided residential quarter facilities to some of the teaching staffs within the college campus

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.3.1%20Additional%20information.pdf
Upload any additional information	View File

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)	View File

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

0

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)	View File

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

27

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	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Yes, Done

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.3.5%20Additional%20information.pdf
Upload any additional information	[View File](#)

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

Sonari College management accounts are run by Pricipal-cum-Secretary Governing body Sonari College. A total no. of 26 accounts where in the college- in different names. All expenditures are made as per order and records are kept in cash book in daily basis date-wise. All vouchers of different heads are kept in accountant's custody which was audited by internal auditor appointed by the college Governing body from time to time. Internal auditor verified the cash book of accounts ledger, statements and vouchers, etc. again, the complete audit report and all documents were approved by government auditor appointed by te local audit office government of Assam.

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.4.1%20additional%20information.pdf
Upload any additional information	View File

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)	View File

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

NIL

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

a).Submission of Data for AISHE portal

b)Participation in NIRF

c) Submission of Annual report to Dibrugarh University

File Description	Documents
Paste link for additional information	https://sonaricollege.edu.in/6.5.1%20Additional%20Information%20(NIRF%202020-21).pdf
Upload any additional information	View File

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

The institution frequently assesses its teaching and learning process, operational structures and procedures, and learning outcomes through the IQAC formed in compliance with the criteria. Meetings with the teachers were held with the Principals In order to analyse the teaching and learning process and to assess the quality improvement of the faculties.

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)	<u>View File</u>

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 Sonari College has been adhering the idea of Gender Equality by giving equal consideration to the girl students with respect to their identity and personality to be expressed on equal footing. The college is committed to educating and following the idea of gender sensitization among the students as a prime duty and constitutional obligation.

The Government of Assam have also taken a lot of initiatives by implementing welfare scheme to ensure gender sensitization in the field of education by providing totally free education, various scholarships for the betterment of the girl students.

The college constitutes a Women Cell and an Anti-Ragging Cell to create awareness and educate among the students about women empowerment and conducts various programmes and activities to popularize the idea of gender sensitization and empowerment as well as.

Anti-sexual Harassment Cell has also been taking special care about the girl students and trying to support in terms of instilling confidence while they face any types of problems within the campus or outside the campus.

In addition to this, the college N.N.S. Unit has been engaging the students in various activities to imbibe qualities of leadership, social service, responsible and awakened citizenship to cherish the values of equality, social justice and tolerance.

A Student Welfare Fund has also maintained by the teacher community to assist financial problems and special stress given to the girl student to uplift their academic career.

The Discipline Committee of the college looks after the disciplinary matters, especially protecting the girl students from all kinds of harassment and ensuring their privacy.

The aim of the institution is to make them aware of gender equality and empowerment in a broader sense.

Annual gender sensitization action plan:

1. Observation of International Women Day.
2. Counselling on gender sensitization among girl student
3. Quarterly mentoring to girl student.

Specific facility provide for women :

A. Safety and Security :

1. Security Personal : The college campus, during the day, is under the watch of two private Security Personals. During night, there is a night Chowkider in the campus and one Night Watchman for Girls Hostel campus. On special occasions like Students Union Election, Annual College Week, the college requests additional security from the local police station.
2. Disaster Management : There are disaster management equipment's such as Fire Extinguisher, Equipped Stands located where it necessary.
3. CCTV Surveillance : Round the clock the college campus surveillance is also ensured through CCTV Cameras as installed at specific locations. Special care has been taken to ensure that these are not intrusive and do not compromise the privacy of any member of the college community.
4. Campus Lightening : The college campus is well lit. Campus locations are kept well lit as this enhances the safety aspect of the campus.
5. Vigilance Committee : The college has an Internal Complaints Committee (ICC) in place and constituted as per UGC guidelines. The ICC deals with grievances related to sexual harassment in the institution.
6. Raging Free : There are Anti Raging Committee for

monitoring the students and Anti Raging Squad resist such type of misconducts and makes the college as well as both Girls' and Boys Hostels as raging free zone.

B.Counselling :

The Student Support Cell (SSC) in the college bears the responsibility for the arrangement of counselling services for the students. The Students Support Cell has a wider responsibility but counselling service remain its core responsibility. I counselling session the students are sensitized to the purpose of the counselling and given an opportunity to raise questions with the counsellor interacting with them. The students also receive counselling and guidance in academic matters career opportunities available to them from faculty members and invited experts faculty members have an opportunity to learn the basics of monitoring and counselling in workshops, acknowledge gender as a very important dimension in the growth and development of an individual. In all counselling conversation and counselling intervention, gender sensitivity is emphasized. Faculty members counselling and guiding students in academic and career opportunity are advised to recognise the impotence of gender in the personal and social life of a student and value the student's views and experiences. It is emphasized that the interest and ability of the students, unhindered by gender, should determine the opportunity available to a student.

Gender sensitive counselling helps the students to gain in confidence, become capable of asserting themselves and proceed to realise the potential.

C.Common Room:

The common room for the students is a dedicate location where students can spend time between their classes. There are separate common room for Boys' and Girls'. The Girls' Common Room has an attached washroom facility which is accessed by students. The Teachers' Common Room which also served as a meeting room and has separate washroom facilities for male and female staff members.

D.Day Care Centre for Yung Children:

Day care centre is very important facility for women staff those care their young children during duty period. Separate Day Care Centre is located for lactating mother who performed duties as teaching and non-teaching staff. Day Care Centre is well equipped

with playing materials for young children and bed for rest, wash basin and other facility as required.

E.Any Other Information: Response: 0

File Description	Documents
Annual gender sensitization action plan	https://sonaricollege.edu.in/7.1.1%20Annual%20Gender%20Sensitization%20action%20plan%20(2020-21).pdf
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	https://sonaricollege.edu.in/7.1.1%20Specific%20facilities%20provided%20for%20women%20(2020-21).pdf

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	View File
Any other relevant information	**No File Uploaded**

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

- **Solid Waste Management:**

  Solid waste in the form of dry and wet waste, generated in the college campus is segregated in separate bins. The organic waste collected is used for vermicompost production and thus recycled.

  The non-biodegradable waste, is disposed of in notified municipal collection centre. Construction debris generated

are disposed in authorised landfill sites. Incinerators are used for disposal of sanitary napkins.

The 3Rs of Waste Management – Reduce, Reuse and Recycle is advocated by the College. Drives have been taken to ban the use of single use plastic in the campus, to reduce the waste of food in canteen, hostels and transformation of the office works to paperless. Broken furniture, doors and windows are refashioned as seats, desks and benches for reuse.

Liquid Waste Management :

. Liquid waste generated in the laboratories is checked for corrosiveness and disposed of after neutralization. Waste water from toilets, hostels, canteen and kitchens is disposed off through drainage system.

E- waste Management:

E- garbage of the college is being stored as there is no e-waste collection point developed for their proper disposal.

- Hazardous Chemicals Waste Management: Response: 0
- Radioactive Waste Management: Response: 0
- Biomedical Waste Management: Response: 0

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://sonaricollege.edu.in/7.1.3%20-%20geotagged%20photos.pdf
Any other relevant information	View File

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. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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** 5. **landscaping with trees and plants**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

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	**C. Any 2 of the above**

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	View File

7.1.7 - The Institution has disabled-friendly,	**B. Any 3 of the above**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	View File

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 Institution provides an inclusive environment for every one with tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities. The college campus offers admission for students from a variety of cultural background. This helps the students in improving their creative thinking, better understanding of diverse cultures, better interacting skills, ability to work with diverse workforces in future.

The College observes Annual Sports every year which promotes harmony and sportsmen spirit among students. Cultural Rally establishes positive attitude among the people of different racial and cultural background. Celebration of World Heritage Week helps in promotion and awareness of the conservation of culture, traditions and heritage.

Celebration of commemorative days like Women's Day, promote women empowerment and eradicate gender discrimination.Yoga Day along

with regional festivals like Bihu, Folk Dances establishes positivity among the people.

The College Authority and the Teacher's Unit adopted a model village where visits are often made by the teachers and students to promote harmony and socioeconomic development among the villagers. Students inculcate various life lessons from the senior citizens of the village.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
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

Our institution takes all possible initiatives in organizing various events and programmes for molding the students employees to become a responsible citizen of the country, As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to take part in Blood Donation Camp and study tour for them that make them understand the importance of protecting the cultural heritage of the country. The college has also conducted special lectures on move towards constitution where subject experts enlightened the students about the importance of the Indian Constitution and how we must work in the direction of saving our constitution.

On 26th November of every year, Constitution Day is celebrated at the college campus in collaboration with local administration to narrate Fundamental Rights, Duties, Values and responsibility of citizens as stated in the constitution of India among the students.

The college organized a voters' pledge programme on National Voters' Day (24th January) in collaboration with the Election Office of Charaideo District to literate the students and the general public about the political rights. Voters Awareness Programme also conducted for all the students and were sensitized about their constitutional power of voting

The students have taken up many cleanliness drives both inside the college campus and in domestic town considering it as a responsibility of every citizen. The student have also taken up plantation drives to provide a clean and green environment for all on International Environment Day.

'Swachh Bharat Abhiyan' Sanitization, awareness programme on Pandemic (COVID-19) has also been an important initiative taken up by the college and students where organized an awareness rally to create awareness among all.

All the students of the college of UG Courses have to study the constitution of India in Multy Discipline as compulsory paper which sensitizes the students about constitutional obligation.

Every year the Republic Day is celebrated on 26th January and the Independence Day alsocelebrated each year to highlight the struggle of freedom and the importance of Indian Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	View File

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	View File
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	No File Uploaded
Any other relevant information	View File

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

Response :

The Institution encourages the students to love and respect national unity and integrity. The college community works for the mission of better India and one India. Accordingly the institution celebrates days of national importance like Independence Day and Republic Day with great favour. Birth and Death Anniversary of great personalities, days of National and International importance are also celebrated enthusiastically. Such kind of celebrations acquaints the students with the contribution of the great leaders towards Indians freedom struggle and nation building

Celebration of Independence Day:

The India's independence is celebrated in the college on 15th August in every year. Early in the morning the National Flag is hoisted by the principal. Many students and staff attended the occasion. The Anthem is sung the students and teachers. The principal delivers a massage highlighting the significance of the Indian freedom movement and the contribution of the freedom fighters. Through his massage an attempt is made to arouse nationalist feelings among the students. Some of the teachers also deliver fruitful lectures on this occasion.

Celebration of Independence Day:

The Republic Day is celebrated on 26th January in every year. Early in the morning the National Flag is hoisted by the principal. Many students and staff are present on that occasion. A speech is delivered by the principal where he urged the

students to protect the unity and integrity of India. The Anthem is sung the students and teachers. Along with the Republic Day celebration a Swachchata Programme is undertaken by the teachers and students.

International Yuga Day Observation:

The International Yuga Day is celebrated every year as per the instruction of UGC. It is celebrated on 21st June. On this occasion some resource persons are invited to teach some yuga practices to the teachers as well as the students. A day long programme is organised on the occasion. It proves to be very fruitful for maintaining good health among the teachers and students.

Apart this Sonari College also celebrates Gandhi Jyanti. Cleanliness drive or Swachhta Abhiyan is organised by the college on the birth anniversary of Mahatma Gandhi.

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	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

A) Title : Save Tree Save Earth (Tree Plantation & Environmental

Objective of the Practice:

* To acquaint the students with some vital problems like environmental degradation, pollution and global warming that are mainly caused by deforestation.
* Awareness of students towards environmental protection proves to be very fruitful because they are often found to be disseminating this awareness among the villages of their native village.

The Context.

Protection of environment is a vital issue of the present era and the institution pays a great attention to this issue. The college authority has undertaken tree plantation programmes at regular intervals of time. Tree plantation programmes are conducted not only within the college campus but also at Civil Hospital campus and Burial Place located at Seujipam near by the college. Along with trees that provided shade, fruit bearing trees are also planted during such programmes. Some times such programmes are also undertaken as joint venture by the college authority as well as the NSS, Sonari College Unit. It brings awareness among the students about environmental degradation and the necessity of protection of nature.

The Practice:

Fruit bearing trees and various medicinal plants planted during such awareness drives proves to be very fruitful because they provide the college community with seasonal fruits as well as medicinal benefits. The trees planted by the college authority provide shades as well as adds to its beauty. Tree plantation by the college authority is undertaken at Civil Hospital campus and Burial Place located at Seujipam near by the college, thus making the students aware of the need to protect natural environment. It also ensures a greater participation of people of this area. Moreover it contributes towards maintaining ecological balances and provides cool breeze during the summer season.

Evidence of Success:

Major plantation programmes were conducted in surrounding area of the institution in the day of World Environment Day on 5th June. The programme was taken with the help of NSS Unit, Sonari College under the guidance of NSS Coordinator, Sonari College Unit, Mr. Mintoo Gogoi, Mr. Jyoti Prasad Phukon and the Principal Dr. Bimal Ch. Gogoi of the college were planted about 500 trees in various areas of the district in the month of May 2017. The college has a programme called 'Medicinal and Fruit Tree Plantation' within the college campus to aware and train the student regarding sustainable use of those trees and also Orchid conservation programme under supervision of Mr. Phanindra Kr. Boruah, Head of the Department of Botany of the college All the trees of the college campus have been labelled with their scientific names and local names, so that, the students can recognize them easily. It will help the students and also the college community to protect

those trees inside or outside the college campus for environmental safety. The World Environment Day is celebrated on 5th June in each year and special lectures were organised for the student community and plantation drives also took place. A joint venture is taken by the department of Botany and Zoology in every year for environmental study under guidance of Mr. Rana Konwar, HoD. Department of Zoology, Mr. Jyoti Prasad Phukon, Asstt. Professor, Deptt. of Zoology and Mr. Phanindra Kr. Boruah, HoD. Department of Botany and other faculty members of department of Botany and walk out to nearby Abhoypur Reserve Forest, and big reserve forest like Gibon, Kaziranga, Manah etc. This venture helps the students to explore the biodiversity of the state.

B) Title : No to Gender Discrimination (A Gender Sensitization Effort):

Objective of the Practice:

- To bring gender equality.
- To empower the second gender.

The Context.

Women or females are lagging behind in terms of education, employment and social status. Therefore, it becomes the utmost duty of the institution to bring in equality among the gender categories and thereby attempt to eliminate gender discrimination. As the sensitization programmes designed revealed several disparities and inequalities which were not noticed earlier. People, specially the other gender argued, discussing gender and gender roles would break up the statuesque of the society. Similarly, the various legal protective provisions for women were misunderstood as undue favour meant to belittle men. Under these circumstances, the college has initiate it appropriate to forge ahead with the motto implementations the objective for which an exclusive cell is created.

The Practice:

The college provided equal opportunities to all students, teaching and non-teaching staff irrespective of caste, creed and gender. The college had taken special note to ensure that the Governing Body, Students' Union, representative to the ACTA, different Cells and programmes be represented by women or girl members too. The college ensured that all the students, whether boys or girls, do not have discrimination experience in using the

college reading room, library, class-room, common room and auditorium or in any other occasions/ functions that the institution arranges.

Evidence of Success:

The Moral Value Education Cell and Women Cell of the college initiated some programmes in issues such as gender equity, female health and hygiene, women education and empowerment, preservation of environment through sustainable development for future generation. The institution has been taking special care to sensitize its staff and students on issues of gender and inclusion. Moral Value Education Cell and Women Cell of the college introduced the students to the concepts and issues like gender equality, female health and hygiene, women education and so on. Besides, the institution observed the International Women's Day at the college premises, organised departmental seminar, talks among the students about gender equality and gender neutrality. The college also witnessed a strong anti-sexual harassment cell to redress the gender related cases.

Problems Encountered and Resources Required:

- The modest and diffident students were reluctant to cross their academic borders affecting the successful conduct of awareness programmes.
- Ensuring the all round support and participation of women teachers in the programmes is also a tough task.
- Organising various programmes during working hours, sometimes has led to sacrificing the class work.
- Implementation of the annual plan and its monitoring has become a tough task in view of tight academic schedule of the college.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

Sonari College, a Co-ed is located at the District Head Quarter of Charaideo district. As the area is situated near the Assam-

Nagaland border, it has been marked as a conflict and extremist stricken area and has been lagging behind in the sphere of socio-economic as well as educational development. The demographic structure of the area is basically dependent on agrarian means for survival.

The College has been promoting education in H.S. level, Degree Courses (Arts and Sciences) and also through distant mode, under Krishna Kanta Handique State Open University (KKHSOU) to the younger generation and thereby impacting hugely to the socio-economic environment of the area. The economically backward students are benefitted by getting free admissions, scholarships, tutorial classes, counsellings and sponsorship for higher education. A Student Welfare Fund is being initiated by the College Teacher's Unit and used for rewarding students.

Distinctive to its priority:

The College gives priority to promote education for poor students and girls students of rural background and encourage them to participate in extracurricular activities like NSS, sports etc.

Distinctive to its Thrust:

The college has well qualified faculty members with Ph.D. degree and students from rural background are very much benefited from them.

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

7.3.2 - Plan of action for the next academic year

1. Renovation of Girls' Common Room.
2. Beautification of Arts and Science Building.
3. Enrichment of the college library with sufficient books.
4. Ensured availability of sports equipment to student community.
5. Availability of Laboratory Equipment to Science Faculty in

    need base.
6. Observation of National and International Importance Day.
7. Field study and educational tour to student community.
8. Mobilization of NSS Unit of the College.
9. College Campus Development