



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	S. D. JAIN GIRLS' COLLEGE
Name of the head of the Institution	Kirtichandra Rout
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03862-232754
Mobile no.	9862042555
Registered Email	sdjgc1993@gmail.com
Alternate Email	sdjgc1993@yahoo.in
Address	S. D. Jain Girls College Jain Temple Road
City/Town	DIMAPUR
State/UT	Nagaland
Pincode	797112

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr. Sant Kumar Gupta			
Phone no/Alternate Phone no.		03862230230			
Mobile no.		9436013686			
Registered Email		sant.k.gupta@gmail.com			
Alternate Email		sant_gupta@yahoo.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.sdjaingirlscollege.com/UI/Home.aspx			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://www.sdjaingirlscollege.com/UI/Calendar.aspx#calendar			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.53	2019	28-Mar-2019	28-Mar-2024
6. Date of Establishment of IQAC			08-Sep-2018		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
Yoga Day		21-Jun-2019		100	

	1	
NSE IPFT SPREEDING AWARENESS THROUGH EDUCATION	10-Sep-2019 1	82
CAREER COUNSELLING CUM AWARENESS PROGRAM	12-Sep-2019 1	63
EXCURSION/ STUDY TOUR	03-Jan-2020 8	46
CAREER COUNSELLING CUM AWARENESS PROGRAM	24-Jan-2020 1	33
E-WASTE MANAGEMENT	17-Feb-2020 1	89
AWARENESS CUM RECRUITMENT PROGRAM	25-Feb-2020 1	31
AWARENESS CUM PLACEMENT PROGRAM	26-Feb-2020 1	39
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S.D.JAIN GIRLS COLLEGE	GRANT IN AID	STATE GOVT.	2019 365	160000
View File				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

- Upgrading the Departments.
- Regular interaction with stakeholders in order to improve quality
- Strengthening the Mentoring System.
- Shifting of Library and induction of 10 computer with internet and WIFI facilities

[View File](#)

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

Plan of Action	Achievements/Outcomes
Industrial Visits, Educational Tours and Social Outreach Programmes	Visiting Various Industries for students to get a firsthand experience, Exposure Trip to Universities and Museums, Visits to Orphanages and Old Age Homes
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

23-Mar-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

06-Feb-2020

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The affiliating university provides details of the Course and guidelines relating to curriculum, model questions and others to be given to the teaching faculty. The IQAC members deploy action plans for effective implementation of the curriculum prescribed by the Nagaland University. At the beginning of every academic session the college prepares the Academic calendar, publishes the prospectus and syllabus, and prepares class routines and details of activities

and co-curricular activities. For the effective delivery of the curriculum, lectures are planned to be integrated with regard to materials, group discussions, seminars, assignments, presentation of papers, use of audio-visual aids as far as possible. Besides, the college organizes field-trips and educational tours to give exposure to the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	MAJOR	66
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

Feedback form is physically collected from different stakeholders such as the students, alumni and teachers. Analysis of the feedback form is made to gauge student performance, faculty performance in every semester, utilization of infrastructure and requirements for quality enrichment. The feedback data received is presented to the Principal and Managing Body for necessary action and implementation.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	GENERAL	90	90	90
BCom	GENERAL	20	20	20
BCom	MAJOR	100	100	100
BA	POLITICAL SCIENCE	50	50	50
BA	HISTORY	50	50	50
BA	EDUCATION	50	50	50
BA	ECONOMICS	50	30	30
BA	ENGLISH	80	50	50

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1120	0	29	0	29

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
29	15	27	1	0	0

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

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

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

In S.D.Jain Girls' College there are mentors who are in charge for certain sections of students for the welfare of the students. The mentors are provided access to the profile of the students and also to their contact details. Generally, the mentors provide encouragement, motivation and counselling support. Mentors help greatly in

identifying diversity in terms of learning challenges as well. They provide first hand support to the students with difficulties and give relevant inputs to subject teachers to help the subject teachers to be more effective in handling these students. The mentor also provide additional support in terms of providing career guidance. Mentors also guide students during their projects works. Mentors who are in charge of students generally work with students who share common curricular or extra curricular interest. All mentors have direct access to the principal and vice principal. Mentors are authorized to report any challenge immediately and seek resources required. Mentors also maintain records of the students progress. The mentorship in S.D.Jain Girls' College is where teacher-students bonds for a life time gets developed. These mentors play the role of a caring adult and offer themselves as role-models. Especially in the context of students who come from broken or conflicted family, the significance of the role played by these teachers, going beyond what is their routine job as teachers, cannot be overstated.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1120	29	1 : 39

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
0	0	0	1	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

The University changed the evaluation procedure from Annual to Semester System in the year 2012 and the college adopted the same. Under this system, internal assessment constituted 30 of the mark which is accumulated on the basis of the performance of the students on three different parameters. The university having given the liberty to the college to choose the internal assessment methods, the college decides the following- written test to evaluate students learning skills, comprehension and knowledge based on assignment/project writing to evaluate students writing skills and research ability and presentation to evaluate the verbal articulation skills of the students. This assessment is a continuous process which is spread throughout the span of a certain semester culminating in the end semester exams. Only those students who qualify in both the internal assessments and having fulfilled attendance norms percentage are allowed to write the end-semester exams. The college has

introduced the following initiatives: Schedule for internal assessment is prepared and notified at the beginning of every semester. Monthly attendance percentage of every individual student is notified in the subsequent month to help the students keep updated with their actual attendance position in relation to the cut off. To ensure that the quality of evaluation is optimized the answer scripts after being evaluated by the examiners are scrutinized and by the head of the departments (HODs) before being put-up tabulation for the onward submission of the same to the university.

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

The Academic calendar of an affiliated college is constrained by the annual calendar prepared by the university, whether it is about assessments or about completion of the course. However, the college has tried to introduced several additional aspects of learning including celebration of special days, Annual cum fresher's days function, celebrating the diversity of the students talents and capabilities and skills in various ways. S.D. Jain Girl's College Academic calendar ensures that the college's commitment to holistic education and students experience are fulfilled through a well-planned years.

2.6 – Student Performance and Learning Outcomes

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

<http://www.sdjaingirlscollege.com/UI/Prospectus.aspx#course>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	ENGLISH	75	61	81.33
BA	BA	HISTORY	22	22	100
BA	BA	POLITICAL SCIENCE	33	32	96.67
BA	BA	ECONOMICS	29	28	96.55
BA	BA	EDUCATION	31	30	96.77
BA	BA	GENERAL	95	79	83.16
BCOM	BCom	COMMERCE-HONS	103	89	86.41
BCOM	BCom	GENERAL	9	9	100

[View File](#)

2.7 – Student Satisfaction Survey

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

<http://www.sdjaingirlscollege.com/UI/Content.aspx?Page=Student-Survey>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	0	0
Presented papers	0	1	0	0

[View File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
AWARENESS CUM PLACEMENT PROGRAM	PIBM, Pune	3	39
AWARENESS CUM RECRUITMENT PROGRAM	HSBC	3	31
E-WASTE MANAGEMENT	S.D.Jain Girls College	3	89
CAREER COUNSELLING CUM AWARENESS PROGRAM	Kaziranga University	4	33
EXCURSION/ STUDY TOUR	Helpline tours and travel	6	46
CAREER COUNSELLING CUM AWARENESS PROGRAM	Hospitality Management-North East India	2	63
NSE IPFT"SPREEDING AWARENESS THROUGH EDUCATION	NSE-IPFT- Investor Awareness programs (Mr. Pratyush Bhaskar, Business Journalist trainer)	3	82
YOGA DAY	Patanjali yog samiti, dimapur	3	100

[View File](#)

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
international day against drug abuse and illicit trafficking	Nagaland State Aids control society	essay and painting competition	3	50
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3312187	3312187

4.1.2 – Details of augmentation in infrastructure facilities during the year

Existing	11	0	11	0	0	11	0	100	0
Added	10	0	10	1	0	0	0	0	0
Total	21	0	21	1	0	11	0	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

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

The physical and academic facilities including classrooms, seminar halls, computer, etc. are made available for all the students and staffs. Classrooms have whiteboards and CCTV installed which are utilized regularly by the students and staff. The seminar room is also made available for other organizations during holidays and after classes. Maintenance is done on a daily basis. The maintenance and cleaning of the class rooms are done with the efforts of the multi task Staffs. We also have vendors with us for taking care of Electric and Plumbing works. The college has adequate number of computers and internet connections and the utility software are installed and updated as and when required. All the stakeholders have equal opportunity to use those facilities as per the rules and the policies of the institution. Ten computers are installed with internet in the library for the students. One Computer are installed in the library for the faculty for preparing teaching slides for their ICT enabled teaching in the class rooms. All these computers are well maintained and being repaired as and when required by the vendor registered with the institute. The college website is maintained and updated regularly by the Principal. The maintenance of generator is regularly done with its company persons as and when required. The water tanks are being cleaned regularly. 1 RO system for pure drinking water facility are maintained. All the fire equipment are regularly upgraded as and when required by the local party.

<http://www.sdjaingirlscollege.com/UJ/Home.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
YOGA DAY	21/06/2019	100	1
NSE IPFT"SPREEDING AWARENESS THROUGH EDUCATION	10/09/2019	82	1
CAREER COUNSELLING CUM AWARENESS PROGRAM	12/09/2019	63	1
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

Items	Number of students selected/ qualifying
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Activity	Level	Number of Participants
annual college sports	college	400
teachers day	college	500
college annual day	college	900
commerce fest	college	200
competition on waste management	college	89

[View File](#)

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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No Data Entered/Not Applicable !!!

[View File](#)

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

The student body of the college is labelled as students' welfare council in 2019, the students' welfare council with the Principal, who is also the president of the council along with general secretary and students members attended a programme on leader's motivational talk organised by the Dimapur naga student. The student welfare council also attended the silver jubilee celebration of college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college had registered alumni association though its activities are limited to the welfare of college, get together and taking part in college cultural activities.

5.4.2 – No. of enrolled Alumni:

140

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

words)

The decentralized governance model is evident in the institution as the Managing Committee has entrusted all the academic decision to the Principal. The Principal keeping in mind the vision and mission of the institute formulates the working procedures and entrusts the teachers to implement it. A coordination meeting of the Board members with the staff is held at the beginning of every academic year. This step is indeed a reflection of the participatory style of the Management. Faculty members are empanelled in various committees and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co curricular, and extracurricular activities. In so far as the involvement of students in participatory management is concerned, the college has given the responsibility of arranging extracurricular activities like annual sports, cultural day, etc. to the Students Council

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The curriculum followed in the college is as per provided by the Nagaland University
Examination and Evaluation	The examination evaluation are conducted as per university instruction in addition to regular class test examination. The evaluation is also done through different means like oral test, group discussion, seminars etc., internal examination, remedial test etc.
Research and Development	Some of senior professors has done research work in their own respective department subject.
Library, ICT and Physical Infrastructure / Instrumentation	we have well stocked library with sufficient books. The college also provide free Wi-Fi facilities for both the staff and the students, access to e-journals. The new library building is an added feature which will enhance the book bank, library space arrangement and technological infrastructure.
Human Resource Management	human resource management deals with issue related with employees such as hiring, training, development, compensation, motivation, communication and administration.
Industry Interaction / Collaboration	As part of project the teachers encourage the student to visit various industries located in and around d dimapur for field study.

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

E-governance area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
29	29	16	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
nil	nil	nil

6.4 – Financial Management and Resource Mobilization

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

The decentralized governance model is evident in the institution as the Managing Committee has entrusted all the academic decision to the Principal. The Principal keeping in mind the vision and mission of the institute formulates the working procedures and entrusts the teachers to implement it. A coordination meeting of the Board members with the staff is held at the beginning of every academic year. This step is indeed a reflection of the

participatory style of the Management. Faculty members are empanelled in various committees and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co curricular, and extracurricular activities. In so far as the involvement of students in participatory management is concerned, the college has given the responsibility of arranging extracurricular activities like annual sports, cultural day, etc. to the Students Council

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	college managing committee
Administrative	No	Nil	Yes	college managing committee

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

While the parents have been very supportive of the initiatives of the College. Parents are encouraged to come and attend programs like Annual day, Cultural day. The college also maintains contact with the parents through the Principal's office as well as through the class mentors. 1. Participation in Social Work 2. Providing valuable suggestions for future course of action 3. Participation in Parent -Teacher meeting and providing feedback.

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

Training on Advanced MS office.

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

upgradation of library. monetary incentives for skill upgradation. new sanitary facilities.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2019	YOGA DAY	21/06/2019	21/06/2019	21/06/2019	100
2019	NSE IPFT'S PREEDING AWARENESS THROUGH EDUCATION	10/09/2019	10/09/2019	10/09/2019	82
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens Day	08/03/2018	08/03/2018	360	0

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

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	No	0
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

No Data Entered/Not Applicable !!!

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice No.1 1. Title of Practice: Orientation to pursue professional courses 2. Goal /Aim: One of the best practices that the institution has endeavored is the invitation of various agencies offering professional courses guiding them to choose their career aims: • To orient the students on future career prospects. • To help the students to have proper choice of their profession. • To develop the quality of professionalism. • To acquaint the students with various professions available to suit their aptitude and potentialities • To develop humane qualities. 3. The Context: Our institution being the premier institution offering arts and commerce courses is keen to develop overall personality, positive attitude, self confidence and the skills essential for living a successful life. In order to achieve the stated objectives, the institution is constantly in touch with various such agencies or institutions to organize seminars, workshops, etc, to orient themselves for living a successful life. Professionals in different areas are invited on pre-determined schedule to enlighten the students about various career opportunities available to them, what are the specific courses they can opt for and what are the various institutions available to cater to their needs. 4. The Practice: In order to maintain the benchmark of being an 'Institution with a difference' the college endeavors to adopt a systematic and disciplined approach for personality development and professional development of the students. There are two faculty members, Dr. Sant Kumar Gupta and Dr. Dinesh Sarmah, who are designated as career counselors to provide necessary information regarding different career opportunities by distributing manuals and brochures and also periodical classes apart from the normal academic pursuits. We also organize counseling programmes and motivational talks inviting renowned individuals who have made a benchmark in their own lives. Apart from these activities the College strives to uplift the academics of the under-performing students and students with less attendance by arranging tutorial classes. With the aforementioned activities the college not only disseminates academic learning but makes education a holistic activity towards developing a skillful employable graduate, ready to serve the society and the nation. Following are the systematic approach undertaken by the institution: Orientation on professional courses has become an integral part of the teaching learning-exercise at the college for which time is specified in advance. Through notice board and circulars students are informed to avail the facility of such activities. Each programme is well supported by LCD projector, audio system and other electronic devices. Normally, sessions are divided according to class in order to cater to the needs of each and every one. Discussion interaction/workshop and brain storming sessions are the major mode of

interaction. 5. Evidence of success: Building self-confidence among the students. Get access to the avenues available to them to choose a suitable career. Get a platform to develop their skills. Improves the quality of education. Parents and guardians show appreciation and support for College initiatives. Our college being a girls' college, we work on the paramount necessity of women empowerment. We try to shy away from the traditional concept of women as a house keeper to a concept that enables the girls to be self sufficient and become respectable members of the society. In this direction we follow a system which is not just a means to earn a degree and a job, but a wholesome and meaningful living with civic/ social responsibility and self sufficiency at its core. An educational system which enables the students to introspect and retrospect upon their lives in order to fulfill their purpose and meaning of life by striving towards achieving their goals. There are many students who have achieved greater heights in their chosen field. Many of our students make it to achieve greater heights in several fields such as fashion designing, modelling, aviation hostess, academia, civil services, social and commercial entrepreneurs, political leaders, and social activists. To name some, from amongst the many, Marina Kiho, Miss Nagaland 2018, Vidya Gurung, Advocate- Guwahati High Court, Yolila Sangtam, Ph.D Bangalore University, Manisha Jain, Chartered Accountant, Ajano Nakhro - Air Hostess in Qatar Airways, amongst several others. 6. Problems Encountered and Resources Required: Since those workshops are to be conducted in the normal class hours it affects the normal class activities. Lack of avenues available in the state to practice their skill.

Best Practice No.2

1. Title of Practice: Social Service Campaign

2. Goal /Aim: One of the best practices that the institution has endeavored is the Social Service Campaign to inculcate the values of benevolence, humanity, magnanimity, sacrifice, altruism and empathy among the students to implement them in future life. Our students visit different orphanages in and around Dimapur, meet the children residing there, share their feelings and vibes and even extend financial help. To inculcate among the students the value of social responsibility. To enlighten them about the need of social service. To instill among them the readiness to respond to the humanitarian cause. To develop the quality of leadership among the students. To develop the virtues of compassion, love, cooperation, charity and empathy.

3. The Context: The activities of the Social Service Campaign are the epitome of all educational endeavors. The modern world characterized by individualism and professionalism have left less space for the people to think about others especially those who need care and support. Helping someone who is in need is truly a soul feeding experience that helps the students to imbibe the value of charity, love, compassion and most importantly the sense of belongingness to the society and the nation. The nucleus of establishing our college is the charity to the community which finds its manifestations through different social service programmes organized by the students round the year.

4. The Practice: Social Service Social Service Campaign has become an integral part of the teaching-learning exercise at the college for which time is specified in advance. Through notice board and circulars students are informed to avail the facility of such activities. The Department of education being the path breaker in this endeavor has percolated to all departments across the streams, Arts and Commerce, as the time goes on. Each programmes/ campaigns are led by the assigned teacher in-charges. In fact, it is mandatory for all the faculty members of the department who have organized the programme. The areas of operation are selected in advance and planning for accomplishments made in advance in presence of the participating students.

Discussion interaction/workshop and brain storming sessions are the major mode of interaction. Suggestions, ideas, views and opinions are invited from the participating students with a positive note. All their suggestions, ideas, views and opinions are integrated and a resolution and working strategies are prepared. Financial requirements are met by the students themselves except in

the situation when the institutional support is deemed necessary. 5. Evidence of success: The success and failure of any programme depends upon the effective leadership, institutional support, students whole-hearted involvement and co-operation, support of the all the stakeholders and visionary policy and planning. The encouragement and support of the institution for social service in particular which was the nucleus of establishing our college has gone a long way in instilling a healthy social habit. Visiting to the orphanage situated in and arund Dimapur town every year after the end of both Odd and Even semester-end examination, sharing time with the orphan children, understanding their feelings, providing stationeries, books and stuff, is the part of regular exercise. 6. Problems Encountered and Resources Required: Although Social Service Campaign is a soul feeding experience, it needs a lot of resource and dedicated effort on the part of the group leader and the team as well as support from the prominent personalities and the administration. Mobilization of human resource is a challenge to accomplish such a missionary endeavor.

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

7.3 – Institutional Distinctiveness

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

Provide the weblink of the institution

<http://www.sdjaingirlscollege.com/UI/Home.aspx>

8.Future Plans of Actions for Next Academic Year

In a fast changing academic environment the college is well poised to take on future challenges of higher education. The college strives to maintain and sustain standards of teaching-learning, research and innovation which continue to guide curricular and co-curricular thrusts of the college. S.D.Jain Girls' College strives to be an institution of excellence imparting quality education in Arts Humanities and Commerce for Degree courses under the Nagaland University. This is the first women college in Nagaland to start BA and B.Com courses.The future plans of action for the next academic year are as follows introduction of post graduate courses in commerce. Construction of new academic annexure New staff room Automation of office system