



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SAKUS MISSION COLLEGE
Name of the head of the Institution	Dr. Arenla Aier
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03862248534
Mobile no.	8257882441
Registered Email	sakusmissioncollege94@gmail.com
Alternate Email	kichu.san465@gmail.com
Address	Landmark Colony
City/Town	Dimapur
State/UT	Nagaland
Pincode	797112
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Asenla Yanger
Phone no/Alternate Phone no.	03862248534
Mobile no.	8811852215
Registered Email	iqacsmc2016@gmail.com
Alternate Email	kichu.san465@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://smcollegedimapur.com/wp-content/uploads/2018/09/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://smcollegedimapur.com/wp-content/uploads/2019/02/Academic-Calendar-2019.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.57	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC	14-Oct-2016
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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
A debate competition on the topic Social Media a Boon was organized with	15-Jun-2019 1	455

the Department of History, SMC		
Faculty Development Program on Comprehensive Research Methodology was organized with the Resource Person being Dr. Walunir from Amity University, Noida, New Delhi.	15-Jun-2019 1	29
The Institutional values and Best practices of Sakus Mission College organized a One Day Workshop on Professional Ethics and values for Office Staff, with Mrs. Atemla Anichari as the resource person.	14-Aug-2019 1	27
Placement Cell in collaboration with Alumni Association organized an orientation program with Tsepila Zhimomi, Operational Supervisor, Training and Talent Management, Youth Net, Dimapur, Nagaland.	29-Aug-2019 1	180
Practice teaching as a part of community extension service organized by the department of English.	09-Sep-2019 1	9
Self- Defence training for women was organized by the Women Development Cell and IQAC in collaboration with 32nd Assam Rifles	24-Sep-2018 5	68
Rev. B.K. Yoo, Mrs. Boln Yoo from International Mission Mobilization based in Seoul and Mr. Thejangulie, IMM Coordinator from North East India based in Shillong visited the college as guest speakers.	14-Nov-2018 1	153
Placement cell in collaboration with the college management committee had an orientation cum introductory session with	23-Jan-2019 1	72

emporium regarding the upcoming skill development training programme		
Drama Club with the Department of English and IQAC organized a theatre performance by the Astitva Art Foundation (AAF), Ahmedabad and Mr. Bendang Waling, Founder Director, Hill Theatre, Nagaland.	04-Feb-2019 1	455
Institutional Values and Best Practices observed the World Day of Social Justice with Mr. Mhonthung Ezung, Dept of Sociology as the Resource person	20-Feb-2019 1	500
A One-Day NAAC sponsored National Seminar on Intellectual Property Rights and its Implication in Higher Education	25-Feb-2019 1	200
International Womens Day was celebrated with the demonstration on installation and use of Sanitary Vending Machine and Incinerator by Miss Loreni Sophia, Director of Community Health Initiative.	08-Mar-2019 1	455
A buffet, in aid of Silver Jubilee of the college, was organized by the Alumni Association of the college	07-May-2019 1	400
Under the aegis of the Swaach Bharat Abhiyan a Cleanliness Drive was organized with the Health and Sanitation Committee.	29-May-2019 1	455
A Book release by former student Mr Katangam James was done. His book entitled The Abundance of Gods Grace was released by principal Dr. Arenla Aier.	07-Jun-2019 1	455
Workshop on Research Methodology: Social Science Research Methods	11-Jun-2019 1	455

with Dr. Aniruddha Babar,
Asst. Prof, Dept of
Political Science, Tetso
College as the Resource
Person

8. Provide the list of Special Status conferred 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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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)

1. The aforesaid seminars and workshops were organised for students and faculty.

2. The Academic and Administrative Audit (AAA) was conducted.

3. Participated in the National Institute Ranking Framework (NIRF), Ministry of Human Resource Development, Government of India.

4. A One-Day NAAC sponsored National Seminar on 'Intellectual Property Rights and its Implication in Higher Education'

5. Formed an IPR Cell.

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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
1. To apply for the National Institution Ranking Framework (NIRF) under the Ministry of Human Resource Development, Govt. of India.	Applied for NIRF on 04/12/2018 with the Institute ID: IRCC16710. The parameter wise score was: TLR40.09, RPC0.00, GO30.45, OI26.73, Perception0.00
2. To form an IPR Cell and conduct seminars and workshops relating to the same.	National Seminar on 'Intellectual Property Rights and its Implication in Higher Education' was conducted and IPR Cell was formed.
3. To encourage the teaching faculty to come up with Minor/ Major research and attend/ present more papers and publications.	Four faculties presented five papers on different institutes in National level seminars. 29 faculty attended National level seminar.
4. To conduct Academic and Administrative Audit (AAA)	AAA was conducted with the audit team from Department of Higher Education, Nagaland.
5. To turn more conventional classrooms to Smart class rooms.	The matter has been taken up to the Board of Management and it is under process.
6. To add more books and materials in the college library.	100 text books and 5 reference books were added in the library.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Board of Management	14-Sep-2019

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

Yes

Date of Visit

28-Aug-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

06-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The college has been upgrading itself on various modules of management information system. The Educational Management Information System of the college includes userfriendly computer applications for collecting, processing and analyzing statistics for educational planning management, use of the management information system for management control, and use of the management information system for education planning. The following are the modules of Educational Management Information System functioning in the college: 1. My Classboard: The My ClassBoard software was installed in the month of January 2017 on 6 computers in the administrative block. It mainly works with the objectives of admission, for collection of fees, sending SMS to parents and students, in general as well as particular and also text messaging to the faculty. It covers all the database of individual students. The products in its purview include web hosting, online automation service and online hosting agreement. 2. Appy School Staff: Presently the software named Appy School Staff is in use. This software was installed in the month of June 2018 for the purpose of online submission of student's attendance, their marks, assignment details and even sending of notifications to the wards and the parents. The software has provisions for storing information regarding a student's cocurricular and coscholastic achievements. The software also provides the parents with the ease of accessing their wards assessment. 3. Milestone: All the events and activities of the college along with the required notifications can be directly accessed by visiting the college website. Milestone is the provider that looks into the designing and the development of the college website. 4. Hardware devices: With regards to the hardware devices used for the sound management of the educational planning, the college has a total of sixtysix personal computers of which fifty are installed in the computer lab of the college and sixteen in the various offices of the administrative area for smooth

functioning of education. The college is under full CCTV surveillance with a total of forty two CCTVs of which forty are placed in the college campus and twelve in each of the classrooms.

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 college has the mechanism for well-planned curriculum delivery and documentation which are deployed effectively as per the implementation of the university such as:- ? At the commencement of every semester the academic calendar and class routine is prepared by the authority of the college. The department of each HODs submit the class distribution per faculty for their respective departments and monitors lesson plan for each faculty. ? The teachers prepare their individual lesson plans in such a manner that the course is covered as per the timeline for submission of all internal and external assessment marks conducted by the university. ? The Examination Committee comprising of the principal, vice-principal, academic dean and all the faculty members conducts a meeting before and after the declaration of results of every internal and external examination to deliberate the outcome of the students' performance and collectively discuss and implement an effective measures of the curriculum. ? Monthly meetings are held to discuss progress of course coverage, departmental activities and any other matters. ? To evaluate the students' performance, each teacher conduct weekly test, project works and paper presentation. ? Remedial and tutorial classes are conducted for academically weak students after the compilation of internal assessment marks and monthly submission of student's attendance and special attention is paid to students during mentoring sessions. ? Teachers are given freedom to initiate innovative method of teaching suitable to classroom situation. Smart classes are conducted periodically by each teacher to foster an effective learning. ? With the initiative of different departments, field trips and study tour are organized respectively. ? To develop and foster writing and speaking skills, the college organized various curricular and co-curricular activities such as debates, quiz competitions, essay writing, extempore and poetry during the literary day of the college. ? The college organized seminars and workshops for teachers and students in order to augment the knowledge of university curriculum. ? Students are encouraged to develop interest in research by allocating them in writing assignments in each paper. ? Monthly meetings are conducted by each department to discuss the course coverage and future plans of their respective departments. ? The college collects feedbacks from alumni, parents, students, teachers and employers after which action is taken based on areas wherever possible within its control.

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 !!!		

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
Number of Students	0	0

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 !!!		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The institute collects feedback from stakeholders manually using structured questionnaires. The questionnaire includes questions relating to the curriculum, quality of teaching, learning resources, infrastructure, cocurricular activities and management. The feedbacks are then analyzed by the IQAC and presented to the Board of Management of the institute for necessary implementation. The feedback from stakeholders for the academic session 201819 had been utilized as follows: ? The teachers were encouraged for the positive feedbacks received from the students and advised corrective measures on the negative ones. ? Health and Sanitation Committee of the college had been instructed to take up the matters for improvement of the college canteen. ? The college has collaborated with Emporium Training Consultancy Pvt. Ltd. to provide career oriented education for the upcoming batch of students. ? Student Satisfaction Survey (SSS) was conducted and since then the Board of Management has been unceasingly working on correcting the identified loopholes or weaknesses.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	History, English, Political Science, Education, Sociology, Economics	850	484	484

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	484	0	29	0	0

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	29	3	1	1	3

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

Concept: The mentor – mentee program is conceived as a holistic approach based on the need of the students to progress as a complete learner and a competent individual. Mentoring, as a concept, has been one of the recent initiatives of Academicians and Educators with a view to inculcate the idea of mentoring the students as part of the College best practices. Teaching has more dimensions to just teaching the students in the classroom environment but also beyond, and the various technical requirements of effective teachings with practical illustration on the subject supplemented by intimate understanding of the student as a learner, his personality as well as his problems, would smoothen the process of academic transaction. The process of mentorship will equip the concerned teacher to learn more and upgrade his/her teaching skills for effective and fruitful, result oriented education which goes way beyond the traditional approach of teaching. Mentoring of the students provide a window of opportunities for effective handling of issues that are beyond normal interaction and understanding.

Aims and Objectives: The MentorMentee program is arranged and aimed at maintaining a balance between academic performance of the mentee, their emotional growth and their personality development as well as to help them with their future plans and aspirations. The mentorship program set up to bridge the gap between the teachers and the students and to ensure that every student has a faculty member to turn to in their times of need. The main objectives are highlighted as: 1. To encourage and motivate the students in their academic and personality growth. 2. To encourage the students in the participation of cocurricular activities. 3. To mould the students so as to enable them to cope with life and carry themselves well after graduation. 4. To help the students set goals for the future. Outcome/Result of MentorMentee Program: The Mentoring program has been very productive in helping students particularly the average and demotivated ones, to change their attitude to academic pursuit and have a greater involvement in College cocurricular activities. Twentysix (26) Mentors were allotted with a maximum of 19 mentees. Each Mentor maintains a register to record the personal details of the Mentees and doubts and queries raised are also recorded. Mentors are categorized into two different groups as 1 2 and the sessions are held twice a week on Tuesdays and Thursdays. Besides the allotted days, the Mentors

also held interactive sessions with their Mentees as and when required and also had oneonone interaction with their Mentees. The overall response of the Mentees was quite responsive which resulted in maintaining a healthy and better relationship with their Mentors. The program has also helped in the improvement of the students' attendance in the class particularly in the case of irregular students. Also feedback from the students regarding the program has been highly encouraging. Mentorship program will become one of the best practices in the TeachingLearning process of the College, impacting the lives of the students and the teachers as well.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
484	26	1:19

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	0	1

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 !!!			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	2nd Semester	25/04/2019	02/05/2019
BA	UG	4th Semester	25/04/2019	07/06/2019
BA	UG	6th Semester	25/04/2019	07/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Considering the necessity of Continuous Internal Evaluation for improvement of a student's performance in academics, the college conducts two internal tests before the commencement of the University external end semester exams besides the other oral tests, assignments, vacation projects, paper presentations, group discussions etc. This regular internal evaluation of students' performance helps the teachers to identify slow learners and advanced learners and accordingly provide necessary academic assistance. The slow learners are helped with constant support by indulging them in Library hours, providing extra study materials/notes etc. Regular feedback and suggestions are also collected from the students, which in turn helps the teacher to understand their problems in a better manner. Meanwhile, the advanced learners are encouraged to increasingly participate and lead in class discussions/presentations and compete in extracurricular activities of the college and outside. Moreover, the mentors also keep track of the progress/performance of their mentees through these continuous internal evaluations and further discuss on finding solutions to improve their

performance during their mentormentee sessions. This exercise of CIE has seen good results and has benefitted students, teachers and the institution in general.

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

The annual academic calendar is prepared by the Academic Dean of the college with consultation from the management and faculty. Keeping in view to judiciously make use of the time/days for an academic session and to function smoothly as per the guidelines of the university for a minimum of 68 contact hours, 68 to 75 days are scheduled for classroom teaching for every semester. Besides classroom teaching, various events, cocurricular/extracurricular, holidays/vacations, meetings etc, are scheduled as per the proposals requisitioned from various clubs, cells, committees, and departments of the college. Tentative dates/periods for the semester endterm examinations (External evaluation), is scheduled twice a year in the academic calendar. Besides all other activities, the college also fixes dates for the Internal assessment of the students i.e. to conduct written test, prepare assignments, project work, paper presentations etc. For proper and timely evaluation and assessment of the students' academic progress, examinations related process and activities are supplemented through notifications by the concerned office.

2.6 – Student Performance and Learning Outcomes

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

<https://smcollegedimapur.com/wp-content/uploads/2018/10/Academic-result-for-the-session-May-2018--April-2019.pdf>

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
UG (Pass Course) 6th Semester	BA	History, English, Political Science, Education, Sociology, Economics, Environmental Studies	220	125	56.81

2.7 – Student Satisfaction Survey

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

<https://smcollegedimapur.com/wp-content/uploads/2019/09/Student-Satisfaction-Survey-Analysis.pdf>

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
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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
Interview Skill Workshop	Career Guidance and counselling Cell	28/09/2019
Workshop on Reading and Writing Skill	Department of English	29/01/2019
Workshop on Theatre Performance	Department of English and Astitva Art Foundation, Ahmedabad	04/02/2019
Workshop on Best out of Waste	Women Development Cell	22/02/2019
National Seminar on Intellectual Property Rights and implications in Higher Education	IQAC	25/02/2019
Workshop on Research Methodology: Social Science Research Methods	IQAC and Dept. Of Political Science	11/06/2019
Workshop on Comprehensive Research Methodology as a Faculty Development Programme	IQAC	15/06/2019
Orientation programme on training on Skill Development and Talent Management	Placement Cell and Alumni Association	28/09/2019

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 !!!				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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
0	0

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 !!!			

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
0	0
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
0	0	0	2019	0	0	0
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
0	0	0	2019	0	0	0
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	29	0	0
Presented papers	0	4	0	0

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
Visit to District Court	Department of Political Science	3	25
Self Defence Training for the female students	Women Development Cell in collaboration with 32 Assam Rifles.	6	68
Counselling to school students	Worship Committee and Govt. Primary school, Landmark Colony, Dimapur	2	20

world water Day	SCMI (Zone II), SMC and Honili Memorial Hr. Sec. School Dimapur	1	22
Practice teaching as part of community extension service	Department of English	2	7
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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
0	0	0	0

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
Swachh Bharat	Health and Sanitation Committee	Swachh Bharat Abhiyan: Cleanliness drive	15	200
Awareness against Child Labour	SCMI (Zone II), Childline and Chasing Hope	Street play programme on World Day Against Child Labour	1	18
Aids Awareness	Lhomithi Baptist Church in Collaboration with SCMI North East Zone II and Child Line Dimapur	Drama on Human trafficking and HIV/AIDS	1	16

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
National level leadership training camp	5	SCMI	4
International cultural exchange programme	1	SCMI of India and Germany	15

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	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details		
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
80	73.75

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
My Class Board	Fully	1.5.5	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1547	670538	100	216244	1647	886782
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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No Data Entered/Not Applicable !!!

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	65	1	1	1	1	14		4	
Added	1		1						
Total	66	1	2	1	1	14	0	4	0

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

4 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
0	0

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
15	12.75	80	73.75

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 college Library follows OPEN ACCESS SYSTEM. This is to say, the readers are free to select their books from the stacks, but the required books must be issued by a library staff. While issuing/borrowing, borrower's name must be written legibly and signed on the BookCard kept inside the front cover of the book and the due date for return must be stamped by the library staff on the due date slip fixed on the first page after the front cover. • The students and faculty of the college can have access to the sports complex as and when required. The sports committee of the college supervise the sports complex/facilities. Whenever there arise a need for maintenance, the committee approaches the concerned authority (Chairman) of the college. • Computer assistant supervise the maintenance of computers and rest of the peripherals in the college. • Complaints regarding classroom facilities and college infrastructure is collected by the Infrastructure and Learning Resources Team and forwarded to the Board of Management of the college.

<https://smcollegedimapur.com/wp-content/uploads/2019/09/Library-Rules.pdf>

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 !!!

[View File](#)

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
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!		

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
2018	1	BA	Political Science	St. Joseph University	M.A (political Science)
2018	1	BA	Political Science	IGNOU	M.A (Political science)
2018	1	BA	History	NEHU	M.A (History)
2018	1	BA	History	William Carey	M.A (History)

				University	
2018	1	BA	Education	Nagaland University	M.A (Education)
2018	1	BA	Sociology	Nagaland University	M.A (Sociology)
2018	1	BA	Pass Course	Shalom B Seminary	M.Div.
2019	1	BA	Political science	Tetso College	M.A (Political science)
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
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
Sports week	Institutional	484
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
No Data Entered/Not Applicable !!!						

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

The election of the SMCSU office bearers was held on 25th – 26th Sep 2018. Announcement of newly elected members, handing and taking over was done on 28th September. Newly elected Office bearers for 201819 (SMCSU). a) President : Mr. Manshen Konyak. b) Vice - President : Ms. Jerina Sumi. c) General Secretary : Ms. Longdila T. Sangtam. d) Asst. General Secretary : Mr. Apisel. e) Sports Secretary : Mr. Aman Konyak. f) Asst. Sports Secretary : Mr. Khangkinwibo. g) Cultural Secretary : Mr. Nyulih Konyak. h) Asst. Cultural Secretary : Ms. Temsurenla Ao. Events conducted/ attended by SMCSU are as follows: On 2nd Oct - 2018, SMCSU members attended a Seminar on 'Thoughts and Philosophy of Mahatma Gandhi' at Raj Bhavan, Kohima. On 13 - 17th Nov, 2018 Sakus Mission College attended the ANCSU Sports Meet, 2018 hosted by Dimapur Government College under the theme 'Invigorating Young Talent'. And SMC was adjudged the overall Champion was (Football Champion, Badminton mixed double first runners up, Miss ANCSU first runners up). On 11 13th Dec, 2018 24th Annual College Sports Meets commenced from 11th 13th Dec, 2018 with Mr. Moa Walling, Director of Citisoft Solution as Guest of Honour and on 13th Dec, Entertainment Programme and Prize distribution was held at the College Auditorium. On 31st Jan, 2019 SMC held Marathon race cum talent show in aid of Silver Jubilee with the theme "Towards Excellence". On 9th Feb, 2019 SMCSU attended 26th Freshers'

Social cum Annual Day Celebration at SD . Jain College, Dimapur. On 28th Feb, 2019 Cultural Event was organized in aid of Silver Jubilee. On 27th Mar, 2019 Parting Social Programme was held on 27th March, 2019 at College Auditorium. On 1st June, 2019 Sakus Mission College celebrated Silver Jubilee. On 6th July, 2019 25th Fresher's Day Programme was held in the college Auditorium. On 8th July, 2019 SMCSU attended Fresher's Day at Immanuel College

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

152

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

40000

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings 26th March 2019, 30th April 2019, 5th May 2019. Activity - Buffet on the 17th May of 2019

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)

Decentralization The College has a mechanism for delegating authority and providing operational autonomy to all the various Departments/Cells/Functionaries to work towards decentralized governance system. 1. Principal Level The Board of Management delegates all the academic and operational decisions based on policy to the Academic Council headed by the Principal in order to fulfil the vision and mission of the institute. Academic Council formulates common working procedures and entrusts the implementation with the faculty members. The Principal with the support of Vice Principal, Academic Dean, Administrator and Heads of the Departments and various Committees participate in decisionmaking. 2. Faculty Level Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, cocurricular, and extracurricular activities. The Heads of the Departments monitor the functions of the teaching. Administrative powers and responsibilities are delegated to teachers on the basis of their competence, commitment and aptitude. Delegate authority and provide operational autonomy to the departments in setting up the departmental library, purchasing of departmental books, journal funded by the UGC. The equipment and books to be purchased are decided by the respective departments though the college allots money for these. The office of the Bursar monitors whether the purchase of equipment is done as per the norms of the college. Autonomy is given to the faculty to device various pedagogies for the TeachingLearning process. 3. Student Level Students are empowered to play an active role as a coordinator of cocurricular and extracurricular activities, social service group coordinator. Participative Management The participatory management approach is practiced at different levels in the college and stakeholders are involved in the process of decision making based on shared insight. All decisions of the College are governed by the Board of Management of facts, information and objectives. Both the faculty and students are allowed

to express themselves of any suggestions to improve the excellence in any aspect of the college. This participation management is ensured through: Teaching and Nonteaching representative in the Board of Management. The Principal, Academic Dean and Faculty members are involved in defining the policies and procedures, framing guidelines and rules regulations pertaining to Admission, Placement Cell, Discipline Committee, Grievance Cell, Career Guidance Counselling, Women Cell, Research Committee, Library Committee, etc., and effectively implementing the same to ensure smooth and systematic functioning of the college. The budget is earmarked for faculty/staff and students to participate in various programmes organized by the college. All the members of the community actively participate in implementing the policies, procedures, and framework designed by the Management in order to maintain and achieve the quality standards. Office Staffs are involved in executing day to day support services for both students and faculty. The Chairman, Board of Management meets regularly with the teaching nonteaching staff to get the feedback and make policy and programmes accordingly.

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

Yes

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	Curriculum is purely designed by the University, though suggestions are being put forward to the university through proper channels. Teachers are encouraged to participate in various workshops, seminars, refreshers courses etc.
Teaching and Learning	Teaching plans are prepared for a semester. The teaching plan is drawn up by each department and it is strictly monitored by the Heads of the Department (HoDs). The effectiveness of teaching - learning process is reviewed on regular basis. The inputs for such review may be from: i. Students' feedback. ii. Results of internal tests. iii. Quality of assignment submitted. iv. Final results of term / year. The Management ensures effective and efficient transaction of the teaching learning process by recruiting highly qualified, competent and experienced teaching faculty.
Examination and Evaluation	Each six semesters is of six months duration. All the end semesters examinations are conducted by the university. The performance of a student is evaluated on a 30:70 basis i.e., 30 marks class test (i. test, ii. Assignments, iii. Case studies/classroom discussion/project, iv. Co curricular activities/attendance) for internal

assessment and 70 marks for end - semester examinations. A student will have to secure a minimum of 45 marks (14 marks) in the internal assessment, and 45 (32 marks) in the end -semester examinations in theory papers.

Research and Development

Research has been considered as an important integral part of the academic endeavours in our College. Many Seminars and workshops are organized by the College to provide expert information on research methodology. The College promotes faculty participation in research by granting them leave, helping them in participation of faculty improvement programmes and arranging for books required by them.

Library, ICT and Physical Infrastructure / Instrumentation

Library has a well-equipped seating facility for 80 students at one time. The students can access themselves to the books available in the library and can also access to online books and e-journals through the digital library facility particularly by the use of INFLIBNET. ICT All students are upgraded to modern learning facilities with the teachers implementing the ICT tools in teaching process. Physical infrastructure/ instrumentation The College is well-equipped with the best of the instrumentation being looked after and upgraded timely.

Human Resource Management

The management plays a very important role for selecting and recruiting teaching and nonteaching staff. In addition to the orientation and refresher courses, faculty members and administrative staff are motivated to attend/present papers in seminars and workshops conducted by various institutions. Faculty development programmes are organized periodically to update the knowledge base and pedagogical skills of teachers. At the end of the semester/academic year every faculty is given a Mapping Chart form. The form requires the faculty to give his/her self-evaluation of the academic, cocurricular and extracurricular work done during that semester/year.

Industry Interaction / Collaboration

Experts are invited from various fields to deliver guest lectures. The College in collaboration with Emporium Training Institute (Registered under the Ministry of Skill Development

	Entrepreneurship, NSDC, THSC, Aviation Aerospace Sector Skill Council, Directorate of Employment, Skill Development Entrepreneurship, Govt. of Nagaland) offers course on EMPLOYMENT THROUGH CAPACITY BUILDING. Many students are getting exposure interacting with prominent industries and many are being placed in different sectors such as Aviation and Hospitality through campus interviews.
Admission of Students	The admission is on a first come first basis, with the philosophy of providing the students, irrespective of caste, creed, academic merit, easy access to higher education and job opportunities thereby helping every individual, to flourish, to achieve and feel valued.

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

E-governance area	Details
Planning and Development	Social Media used for e circulation
Finance and Accounts	My Class Board software is in use
Student Admission and Support	My Class Board/Appy School Staff softwares are in use
Examination	Appy School Staff software is in use

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 !!!						

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
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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
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF and Staff Welfare Fund.	EPF and Staff Welfare Fund.	Need based and Merit based Scholarship from Management

6.4 – Financial Management and Resource Mobilization

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

Internal Audit: The college conduct internal audit headed by DDO/Chairman BoM of SMC. The day to day income and expenditures are checked/verified by the DDO at the end of the day regularly with the accountant. After compiling the reports the DDO submits the same every three months to the BoM for final discussion and verification. External Audit: The college also conduct external audit through registered Chartered Accountant (CA) at the end of every financial year. All the books of accounts are submitted to the CA along with the report of BoM. After verifying all the books of accounts the CA prepares the Receipts Payments A/C Income Expenditure A/C and Balance Sheet.

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
Management and Individuals	1010000	College Silver Jubilee celebration
View File		

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	Yes	Higher Education Nagaland	No	
Administrative	Yes	Higher Education Nagaland	No	

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

ParentsTeachers interaction with a good turn out from the parents side and constructive feedback for the qualitative and quantitative improvement of the

college was provided.

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

Workshop on Professional Ethics Values for support staff on 14/08/2019

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

1. A number of seminar and workshops were conducted for quality enhancement. 2. Four faculty presented papers on National seminars and published articles in journals. 3. Academic and Administrative Audit was conducted

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 initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Self Defence training for women	24/09/2018	24/09/2018	28/09/2018	68

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
Formation of Anti ragging cell.	09/06/2018	09/06/2018	9	5
Formation of Anti sexual harassment Cell	09/06/2018	09/06/2018	6	2
Self Defence programme for Girls	24/09/2018	28/09/2018	68	0
Social Justice day	20/02/2019	20/02/2019	250	300
Cultural Day	28/02/2019	28/02/2019	250	300
Teacher's day celebration	05/09/2019	05/09/2019	250	300

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	Yes	0
Ramp/Rails	Yes	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
2018	1	1	27/03/2018	1	Charity acts towards fire victims.	The SMC family, donated an amount of rupees 14,800 (fourteen thousand eight hundred only), and in kind, towards two fire victims of SMC students, on 27th March 2018.	15
2018	1	1	29/03/2018	1	Free medical camp	Free medical check up was conducted by the Department of sociology, SMC, in collaboration with Eden Hospital, Dimapur, which immensely benefited the inhabitants of the localities as well	200

						as the entire members of SMC families in general.	
2018	1	1	05/06/2018	1	Social work	The NSS volunteers of SMC, participated in Dimapur cleaning programme organised by the Dimapur Municipal council.	100
2018	1	1	10/07/2018	1	Financial aid.	The SMC, fraternity donated an amount of rupees 37,000 (thirty seven thousand only), towards the Medical treatment of one student of BA 3rd semester, SMC	13
2018	1	1	12/12/2018	1	Charity acts	Sakus Mission College, Hostellers undertook a mission trip by distributing materials like blankets and eatable stuffs to the poor and needy	83

						at Dimapur railway Station.	
2019	1	1	12/03/2019	1	Outreach Ministry.	The worship Committee of Sakus Mission College, visited Govt. Primary school Landmark Colony to motivate them to share and be compas sionate to people in need.	22
2019	1	1	06/07/2019	1	Mission Work	SMCSU initiated a mission work under the banner, no one should go hungry, by reaching out to those dow ntrodden people in and around Dimapur railway station.	20

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

Title	Date of publication	Follow up(max 100 words)
Annual College magazines and Newsletter	01/06/2019	The college publishes Annual college magazines and various forms of Newsletters by different cells, which keep abreast the events and cocurricular activities within the institution. Publication in varied forms is a boon both for students and the entire

fraternity of the institution. It provides ample opportunity to express and share the myriads thoughts in a form of articles, poems, writeup, which does imbibe the writing skills and refines one's talents. Through this platform, it inculcates aesthetic values from all the stakeholders involved. The publications of college magazines and newsletters initiated by different cells, eventually portrays the image of the institution.

Student Handbook, SMC

21/11/2018

Student handbook is an effective and powerful guiding tool for every members of the SMC community, where every little code of conduct are mentioned meticulously to adhere unanimously, and to mould into an holistic personality. Every details of the institution encompassing rules and regulations, Disciplines, the programmes offered, systems of examination and exam code of conduct, scholarships programme, withdrawal policy, fund drives, monitoring of Attendance, various strategic aims and objectives etc. are followed successfully under transparent and dynamic process of administration.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Time for Creation	30/09/2018	30/09/2018	80
Universal Day of prayer for Students.	05/02/2019	05/02/2019	80
Candle Light	19/02/2019	19/02/2019	70

Service for Pulwama Terror attack			
Social Justice day	20/02/2019	20/02/2019	400
Cultural day of the College	28/02/2019	28/02/2019	400
Women's Day	08/03/2019	08/03/2019	500
World water day	22/03/2019	22/03/2019	20
Swachh Bharat Abhiyan	29/05/2019	29/05/2019	400
World day against Child labour	12/06/2019	12/06/2019	20
International Exchange Programme at Germany	10/07/2019	24/07/2019	1
Human trafficking HIV/AIDS programme	11/08/2019	11/08/2019	20
Workshop on 'professional Values and Ethics' for Office Staff	14/08/2019	14/08/2019	27
Teacher's day Celebration	05/09/2019	05/09/2019	550

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

1. Identification of Scientific names of the standing trees in the Campus
2. Maintenance of separate waste bins for different waste.
3. Plants Care management activity by EcoClub to create ecofriendly awareness.
4. Weekly campus cleaning by Anti -Tobacco cell and EcoClub.
5. Recycling of waste materials and newspaper.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title: Awards for Students and Teachers Achievers 2. Goal: The main aim and objective of 'Awards and Felicitation for Achievers is to motivate and encourage to achieve excellence in every endeavour that he or she encounters in life. 3. Context: Felicitation and conferring of Awards acts recognises and enables both the student and teacher to realise more their responsibilities placed before them, which in return instils greater commitment and dedication towards the institution in particular and humanity in general. 4. The Practice: 'The Best Faculty Award' with a certificate of merit and cash award and trophy is awarded to a teacher by considering his/her capabilities, involvement and participation in various activities in and outside the institution. 'Student of the year Award' is also awarded to the graduating batch every year, the best attendance award, the best Library users, and the most active chapel participants respectively. 5. Evidence of Success: Names of the Achievers in various categories (2019): i. 'Student of the Year Award' - Mr. Katangam ii. The 'Best attendance Award' Mr. Damthiubo. iii. The 'Best Library users' Mr. Vinito. iv. The most 'Active chapel participant' Mr. Wangngam Mrs. Pranati Das, HoD, Department of Political Science was adjudged as the 'Best Faculty' for the year 2019 and was awarded with cash, trophy and a certificate of merit. 6. Problems encountered: Identifying one particular

student as the 'Student of the year' is difficult, when many students stand out and are equally capable and talented. Best practice 2

1. Title: Inter Departmental Student Paper Presentation.
2. Goal: The central goal for introducing 'Inter departmental paper presentation' is to enable the students to master over their subject matter, to equip the technique of how to prepare power point presentation which will help them prepare better in their future.
3. Context: Inter Departmental paper presentation encourages the learner in enhancing the art of oration. This kind of activities will help each participant to perform at state, National and International levels.
4. The practice: The Inter departmental paper presentation was held for the first time on 8th of September, 2018. The competition was made open only for the honours students of various department. The methodology of presentation is done with the help of power point presentation with adequate inputs of contents and inclusion of graphics and pictures.
5. Evidence of success: Out of the total 5 participants represented by various departments, Miss. Stella of BA 5th Semester, Department of Education bagged the first place followed by Miss. Nikhuli of BA 5th Semester, Department of Political science secured the second position. The winners of the competition were awarded with a certificate of appreciation along with cash prize.
6. Problems encountered: There were limited number of competitors.

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

<https://smcollegedimapur.com/wp-content/uploads/2019/09/Best-Practice-2018-2019.pdf>

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

THE INSTITUTIONAL DISTINCTIVENESS OF SAKUS MISSION COLLEGE Extension activities: The institute tries to impart quality education at higher education and partake in the process of moulding each individual to be a missionary. The College boarders of both boys and girls regularly involve in extending charitable works. Besides, the teaching and nonteaching staff also initiate in the mission activities as per when the need arise. Objective of extension activities:

1. It aims in providing minimum assistance by reaching out the downtrodden section of people, economically and socially deprived for better living condition and life.
2. The basic objective of extension activities is to extend help especially those people living under below poverty line, to help them raise the living standard on the whole.
3. The foremost aim is to spread happiness and share love towards the poor and needy people by providing basic needs of food and clothing, etc.
4. Another pivotal goal of such activities is to build and promote better social relation, improved living condition within the vicinity and for humanity in general.
5. To help bring awareness upon the teaching and student community about the affairs of the society and how to extend help.

Nature of extension activities: The SMC hostellers carry out mission activities every year by reaching out the oppressed and helpless people. The main intention of the mission trip is to facilitate minimum assistance towards the needy people. The boarders participate in the activities by visiting some neglected areas, where the majority of the disadvantaged people resides and spend their lives in an open air space like railway station of Dimapur Nagaland. Some of the extension activities undertaken by the institution are as follows:

1. The SMC hostellers led by Chairman of the College undertakes charity acts during the month of December 1st week every year, by distributing clothing materials like blankets, eatable stuffs to the under privileged people in order to promote awareness about love and sharing around the society.
2. The Worship Committee of the college on 12th of March

2019, visited Government Primary School, Landmark Colony with the purpose to help understand the various scenario of students in Schools, most of whom comes from poor family backgrounds. 3. The Sakus Mission College Students' Union also participated by initiating a mission work on 6th of July 2019 under the theme 'No one should go hungry in a world of abundance'. ? 50 rupees per member every month under the theme SMC 'Welfare Fund' to extend support and help each other.

? On 27th of March 2018, the Staff community have contributed an amount of ?14,800 towards two students' families affected by fire. ? An amount of ?37,000 was contributed for the medical treatment of one of our students for his kidney transplamt purpose. ? Specific amount is set aside for various kinds of visitation related to SMC teaching and nonteaching staff members like Hospitalisation case, Wedding, Funeral, Farewell, etc.

Provide the weblink of the institution

<https://smcollegedimapur.com/wp-content/uploads/2019/09/Institutional-Distinctiveness-2018-19.pdf>

8.Future Plans of Actions for Next Academic Year

Future Plans of action for next academic year: i) Considering the requirements specified by UGC and in turn, considering the weakness of the college in this area, the faculty would be encourage to enrol and contribute towards continuous research activities. Teachers hence would be strongly advised to get enrolled in research work, refresher courses and orientation programmes. Especially the senior faculty would be encouraged to keep update by enrolling in online refresher/orientation programmes. ii) Keeping in track of the changing technological world and its applicability, the college would be working towards equipping more ICT enabled classrooms for the benefit of the students. iii) The college does not have a qualified librarian therefore this would be one of the top priorities to appoint a qualified librarian. iv) Due to the lack of sufficient books for references and research the college would take up the challenge to enhance the number of books/study materials in the library so as to broaden the knowledge base for learners. v) To conduct more interdepartmental activities as a part of extracurricular enrichment. vi) Innovate and participate towards curriculum enrichment by introducing valueadded courses and participating in curriculum development. vii) To conduct more educational tours and field trips so as to impart a more clearer practical knowledge and understanding.