YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   **ALDER COLLEGE**

- Name of the Head of the institution   **Dr Rükhono K. Iralu**

- Designation   **PRINCIPAL**

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

- Phone no./Alternate phone no.   **03702260341**

- Mobile No: **9856071763**

- Registered e-mail   **aldercollege92@gmail.com**

- Alternate e-mail   **rukhonoiralu@gmail.com**

- Address   **Sepfüzou colony, post box 164**

- City/Town   **Kohima**

- State/UT   **Nagaland**

- Pin Code   **797001**

2.Institutional status

- Type of Institution   **Co-education**

- Location   **Urban**

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

- Name of the Affiliating University **Nagaland University**
- Name of the IQAC Coordinator **Jennifer Veyie**
- Phone No. **03702260341**
- Alternate phone No. **9856071763**
- Mobile **9856142823**
- IQAC e-mail address **iqacaldercollege@gmail.com**
- Alternate e-mail address **jenniferveyie@gmail.com**

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

https://aldercollege.com/wp-content/uploads/2022/10/AQAR-Report-2019-2020.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://aldercollege.com/wp-content/uploads/2017/06/Academic-Calendar-2020.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.23**	**2016**	**19/02/2016**	**18/02/2021**

6.Date of Establishment of IQAC **09/08/2010**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	**nil**	**nil**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year **1**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

• **Monitored ongoing academic/curricular/extracurricular activities of the college.**

• **Ensured adherence to the SOP's guidelines issued by the Government with regard to Covid 19 pandemic**

• **Monitored the process of online admission and fee transaction**

• **Scrutinized and approved the Annual Report**

•**Proposal and implementation of Alder Covid concession for students.**

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

Plan of Action	Achievements/Outcomes
Organise awareness programmes on Code of Conduct	**not conducted**
Introduce online teaching if COVID 19 situation prevails.	**successfully implemented**
Initiate online admission and partner with degital payment gateways for fee collection	**successfully implemented**
Fee discounts for needy students	**Nil**

13.Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	**30/07/2022**

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	ALDER COLLEGE
• Name of the Head of the institution	Dr Rükhono K. Iralu
• Designation	PRINCIPAL
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• Registered e-mail	aldercollege92@gmail.com
• Alternate e-mail	rukhonoiralu@gmail.com
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• Mobile	**9856142823**
• IQAC e-mail address	**iqacaldercollege@gmail.com**
• Alternate e-mail address	**jenniferveyie@gmail.com**
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4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://aldercollege.com/wp-content/uploads/2017/06/Academic-Calendar-2020.pdf

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• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**1**
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• If yes, mention the amount	

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13.Whether the AQAR was placed before statutory body?	**Yes**

• Name of the statutory body	

Name	Date of meeting(s)
IQAC	30/07/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	26/07/2022

15.Multidisciplinary / interdisciplinary

The institution plans to engage more multi-disciplinary endeavors as and when the affiliating university issues such guidelines.

16.Academic bank of credits (ABC):

The institution intend to implement and fulfill the requirements of Academic Bank of Credits as and when the affiliating university implements it.

17.Skill development:

To provide value based education, student's fellowship is conducted every Wednesday where talks and discussion on value, ethics and spirituality are delivered. The community college served to enhance the skills and competencies of the students. Music courses, computer courses and cooking course were offered by the community college. Many of these activities were not carried out during the pandemic but the institution intends to strengthen and streamline them as and when the affiliating university issue guidelines in view of the NEP.

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

At present, the college offers B.A pass and elective course in Tenyidie Language, with provisional affiliation to Nagaland University. The institution has applied for permanent affiliation of B.A Tenyidie Course. The institution plans to adopt appropriate methods of integrating Indian Knowledge system as and when the affiliating university issue guidelines on it.

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

Nagaland University is yet to provide guidelines pertaining to Outcome Based Education. The institution will prepare to implement the same as and when the university issue directives

20.Distance education/online education:
Nagaland University is yet to provide guidelines pertaining to Outcome Based Education. The institution is preparing to implement the same as and when the university does.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**96**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**362**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**81**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**150**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**22**

Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**23**

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**14**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**35,86,385**
4.3 Total number of computers on campus for academic purposes	**8**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution ensures effective curriculum delivery through a well-planned and document process.

The academic calendar is prepared by the Principal and the Academic Committee with the objective to bring out a yearly planned schedule of lesson plans and other co-curricular activities. The pandemic, however, rendered most of the plans and activities unexecuted. During the periods of lockdown, the curriculum was executed through google classrooms, video conferences via zoom and google meet, whatsApp groups, audio lectures and through online study materials. Learning outcomes were evaluated through online assignments, online question and answer sessions. Class tests, presentations, group discussions,

assignments, role play, poster making, documentary film reviews, dramatic presentation and book reviews were conducted to evaluate students learning whenever contact classes were permissible. Routines were modified during the lockdowns to fit the situation. The HODs supervised the departmental work distribution and adherence to the plans laid out by the authority. Virtual meetings were convened with the chairman and principal to strategize the smooth conduct of online and offline classes. Semestrial log books and action plans were maintained by all teachers.

Faculties participated in the University examination process as question paper setters, moderators and evaluators.

Students feedbacks on curriculum implementation, proficiency of teachers as well as employees confidential reports and self appraisal were carried out.

Owing to the pandemic SOPs, many of the activities scheduled and highlighted in the academic calendar could not be carried out.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	nil

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

The Institution adheres to the Academic Calendar prepared by the University. The institution's annual calendar is prepared with reference to the University Academic Calendar by the Academic Committee and the Principal. Care is taken to include important enrichment programs like sports week, annual day, fresher's social, parting social and other activities of the cells and clubs. The tentative internal and external examination dates are reflected in the academic calendar. The academic calendar is circulated among the students through respective class whatsapp groups; the same is uploaded in the college website and pasted on all classroom notice boards and other notice boards.

Teachers conduct internal assessments by designing the most suitable, reliable, contextual and innovative practices to assess students learning. Efforts are made by each teacher to bring out the best internal performance from each student.

Internal activities were conducted online with a view to enhance students' learning to ensure mastery over the content to obtain the goals and objectives, vision and mission of the institution. Attendance of the students were well maintained during and throughout the online classes. Notices were circulated to the students and teachers(online)for academic updates and other important matters.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://aldercollege.com/wp-content/uploads/2017/06/Academic-Calendar-2020.pdf https://aldercollege.com/wp-content/uploads/2017/06/Academic-Calendar-2021.pdf

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

0

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

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

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

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The institution addresses various cross-cutting issues in the

course of teaching the syllabi designed by Nagaland University. Issues addressed are mainly related to Cultural Diversity, Development of Values, Gender, Professional Ethics, Environmental Hazards and Human Rights. The topics and courses from syllabus where such cross-cutting issues are integrated are given below.

Cultural Diversity: BA Sociology (SOC-601) and BA Education (EDU-201)

Human Security and Development of Values: BA Education (EDU- 102 and EDU- 402)

Professional Ethics: BA Education (EDU-602)

Gender Equity: BA Education (EDU- 602)

Environmental Hazards and Sustainability: BA Environmental Science (EVS-401 and EVS- 501)

Environmental resource valuation and sustainability: BA Economics (ECO-602)

Human Rights: BA Political Science (POL- 502 and POL/HONS/OPT-504)

The teaching of these courses with cross-cutting issues embedded in the curriculum are supplemented by interactive talks, inter-departmental discussions and various programmes related to the issues

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

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

2

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

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

0

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

1.4 - Feedback System

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

B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows   **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://aldercollege.com/wp-content/uploads/2017/06/Student-Feedback-Report-2020-2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

500

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

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

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

359

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Based on the inclusive admission policy of the Institution, students with different levels of academic capacities are enfolded within the structure of the College. While most fall under the average category, others are segregated as slow and advanced learners based on their percentage of marks scored in their last examinations, i.e., HSSLC Examinations.

Slow learners are nurtured through extra classes remedial by nature. Through extra program of the institution, slow learners are guided and taught to eradicate/eliminate problem areas on a one on one basis. Such students are assigned additional learning exercise like projects from the syllabi to enhance their academic learning.

Advance learners are motivated to achieve their optimum potential through the Mentor-Mentee Program of the Institution where they are guided to discover untapped areas of their capacities while not becoming complacent. Generally, a chosen few are included as student members in the Editorial Board of the Institution's Publications while others are selected to represent the Institution in various intra as well as inter institutional competitions.

File Description	Documents
Link for additional Information	[nil](#)
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
362	22

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

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Field trips could not be carried out owing to the pandemic SOPS.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[nil](#)

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

Teachers use ICT-enabled tools and online education resources for effective teaching-learning process in the institution. In addition to the traditional mode of education, subsequent efforts are made to incorporate e-learning in the classroom. With the view of enhancing the learning experience, the faculty members use IT enabled learning tools such as PPT and educational videos, social networking sites, blended learning platforms and conferencing platforms.

The College has 4 LCD Projectors and 4 ICT enabled Classrooms which are used for PowerPoint presentations and screening of documentaries and movies related to the subject content. Through the various platforms used by the teachers namely, YouTube, Emails, Whatsapp, Zoom, Google Meet and Google Classroom, teachers communicate with the students, provide necessary links and study materials, address their queries, provide guidance and assess their academic performance. Thus, a student-centric learning approach has been put in place by which students get ample access to advanced and practical knowledge. The use of ICT tools prove to be effective in smooth and proper execution of the teaching learning process while enabling the learners to be abreast of the digital and virtual world of knowledge.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.aldercollege.com/ict-rooms/

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

2.3.3.1 - Number of mentors

15

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

2.4 - Teacher Profile and Quality

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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**No File Uploaded**

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

2.4.3.1 - Total experience of full-time teachers

260

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

The institution adheres to a transparent examination and evaluation system overseen by Examination Committee. Internal examinations are conducted for 30 marks as per the university norms. They include multiple techniques such as seminars, tests, project works, paper presentations, viva etc. Information concerning examination mode, schedule, activities and internal results are displayed on notice boards, announced in classrooms and on online platforms.

Orientations given to First Semester students focus on marks weightage and the variety of methods used for assessment. Teachers specify the syllabus on time by maintaining log books and action plans and discuss questions with the students.

The Examination Committee updates teachers on assessment criteria, paper setting and evaluation modes, and supervises the seating

arrangements and duty charts. It looks into examination-related complaints and takes necessary action for redressal. Grievances are also forwarded to the authority or the Grievance Redressal Cell for resolution at the institutional level.

Catering to student diversity, slow learners and students scoring poorly owing to genuine reasons are given time for improvement. Results and marks scored are declared at a stipulated time. Teachers offer feedback to the students and follow-up discussions on question papers and improvement strategies are conducted.

File Description	Documents
Any additional information	View File
Link for additional information	nil

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

The Examination Committee oversees the smooth and efficient conduct of internal examinations. The Committee updates teachers on assessment criteria, paper setting and evaluation modes, and supervises the seating arrangements and duty charts. Orientation on the examination system is provided to First Semester students wherein students are apprised of weightage of marks and the variety of methods to be used as part of internal assessment of their performance.

All necessary measures are taken to ensure that internal examinations are conducted smoothly and in a transparent and time bound-manner. To maintain transparency and uniformity in the assessment of the internal test, teachers are given time frame, usually one week, for evaluation. Results are declared at a stipulated time and the marks scored by the students are communicated to them promptly though the notice board or online platforms. The final internal assessment marks are prepared on the basis of attendance, marks secured in class tests, assignments,, paper presentations,, seminars, case studies, quizzes, projects etc. Marking discrepancies are resolved by the subject teacher immediately. Depending on the seriousness of the issue, queries or complaints are referred to the Examination Commitee for resolution. The committee also forwards matters that require more attention to the Principal who efficiently resolves them at the institutional level. Students can approach the Grievance Redressal Cell if dissatisfied by the solution provided by the Examination

Committee.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://aldercollege.com/rules-and-regulation/

2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes are derived from the program objectives embedded in the curriculum and from institutional endeavour to realise all round development of the students.

The modes of communication of the Programme Outcomes and Course Outcomes to the students and teachers are as follows:

- **Students and teachers are apprised of the expected outcomes and objectives of the programmes through the institutional website.**
- **Departmental orientations ae conducted separately for teachers and students at the beginning of each session wherein the program and course outcomes are deliberated upon.**
- **A syllabus book provided to each student at entry point contains the course objectives and outcomes which are further emphasised upon by the subject teachers.**
- **Group activities, project works, as well as other skill development activities are regularly held as these are essential to realise the outcomes of the programs and courses in totality. Students are made aware of the objectives and the intended outcomes of these activities.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://aldercollege.com/wp-content/uploads/2017/06/PROGRAMME-AND-COURSE-OUTCOMES.pdf
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The institution follows a formative and continuous system of evaluation that determines the level of attainment of Programme Outcomes and Course Outcomes by each student. Assessment is done through diverse forms such as paper presentations, tests, role play, assignments, poster making, seminars, book and film reviews, museum visits, field trips and project works.

Developing an understanding of students' attainment of the expected outcomes is prioritised, and hence the institution makes effort that feedback and inputs are provided to the students after identifying their strengths and weaknesses thereby widening the scope for improvement. Mentors offer guidance to students that demotivated students and those experiencing learning hurdles are helped.

Formative Assessment has enabled the teachers in effective monitoring of the progress of students. The institution encourages exchange of learning goals and healthy interaction among students and teachers. Students are also encouraged to self-assess, critically evaluate their own progress or do peer assessment as this leads to identification of gaps in their understanding and capabilities. Efforts are made to develop meta-cognitive skills in students to enable them to organize their thought processes and solve problems. The institution follows summative assessment as final evaluation is conducted in the form of End-Semester University Examinations. Results are duly analysed and discussions on further improvement are held.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.aldercollege.com/result-2021/

2.6.3 - Pass percentage of Students during the year

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

151

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://aldercollege.com/annual-report-2020-21/

2.7 - Student Satisfaction Survey

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

https://aldercollege.com/wp-content/uploads/2017/06/Student-Feedback-Report-2020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

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

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

0

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

0

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

3.3 - Extension Activities

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

The institution joined the Campaign "Help Nagaland Breathe" to garner relief support towards public health infrastructure in Nagaland to fight COVID-19. The volunteers of the campaign availed the college facilities as per their needs and requirements.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government

/ government recognized bodies during the year

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

0

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

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

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

0

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

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has standard infrastructural facilities for imparting quality education.The college has made necessary upgradation for enhancement of infrastructure as per requirement. Physical facilities include a main block which houses the offices and library; Block A whereoffices of Chairman, Students Union, NSS, girls' lounge and recreational areas are situated. There are adequate classrooms for smooth conduct of classes.

The policy is to provide top priority to facilities for effective teaching and learning. The institution upgrades its facilities, instances of which are proper maintenance of teaching tools in classrooms, indoor stadium, canteen, four ICT rooms, first aid room, girls' lounge, one classroom with smart television for listening skill activities, play, short movies and library with computers. The college has four ICT rooms connected with Wi-Fi and LAN including four projectors, screen and basic PA system.

The library is divided into five sections, namely reading area, stacking area, reference section, circulation section and internet section. It holds a collection of above 5000+ books including textbooks, reference books, periodicals and pamphlets. Recreational spaces for staff and students such as courts for basketball and volleyball are available The multipurpose stadium is utilised for table tennis, badminton and carrom so as to provide recreation to the students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.aldercollege.com/facilities/

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

a. Curricular and Co-curricular Activities :The college building is an RCC type with multi storied building, it has adequate number of classroom which are spacious and fitted with electricity for lighting and even for projector to be used in every class. The college has technology enabled learning spaces, seminar hall, tutorial spaces, botanical garden, smart TV, specialize facilities and equipment for teaching and learning research.

b. Extra Curricular Activities : Alder College give due importance to extra curricular activities as well and, therefore, it emphasize on the holistic approach for the all round development of students. Within the campus, the college has basketball court, volley court, Tennis court, wrestling arena and enough spaces to conduct athletic item as well. The indoor stadium is equipped to conduct games like badminton, table tennis, arm wrestling, carom board, chess etc.

It also has a well furnished Gymnasium. Cultural activities, NSS, public speaking, communication skill development, health and hygiene, Eco Club, Peace Channel are also held in the auditorium. The auditorium has a thousand plus capacity provision to use projector, a good PA set up, musical instruments etc. College program like fellowship, annual day, seminar, workshop and literary programs are also conducted. The auditorium has CCTV surveillance and emergency exit.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.aldercollege.com/facilities/

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.aldercollege.com/ict-rooms/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

24,50,000

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

Library is automated using the SOUL Software and is Partially Automated version 2.0 and it was automated in the year 2014.

The software is used for Cataloguing, Circulation, OPAc, Library Card etc.

There is no Separate Library Portal but there is a library page of the college which can be accessed by the students.

The Library uses OPAC for students and teachers to search books according to the related Course.

The Circulation is done according to the traditional system by keeping a record in the Accession Register of issuing and returning books.

There are four Computers for the Students to access and One Printer which are accessible to the students for doing xerox and printout of documents.

The Library has a Internet Band width speed of 50 Mbps and for LAN is 100Mbps speed till 2.5 TB.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.aldercollege.com/library/

4.2.2 - The institution has subscription for the A. Any 4 or more of the above following e-resources e-journals e- ShodhSindhu Shodhganga Membership e- books Databases Remote access toe-resources

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

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

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

48200

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

14

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

4.3 - IT Infrastructure

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

The college has a well-equipped IT infrastructure to meet the requirements of students and staff for better teaching and learning process. The college has a dedicated server computer connecting the entire computer network. The college management software which is developed by Guras Marketingis installed in the server to store and maintain admission datas and profiles of students and staff etc.The softwareis shared to all the computers in the network for both offline and online management system.

The college website ie, www.aldercollege.com has been developed which displays and features the activities and structure of the college. The website is linked to social media platforms like youtube and facebook etc .The online admission page has been specially developed in the website for easy access to students for new admission and re-admission. The website is protected and secured with trusted SSL protocol.

The college internet is connected with upto 100mpbs speed for the Local Area Network (LAN) and upto 50 mbps for wifi. Internet is connected to a high-speed router and modem which shares internet (both LAN and WiFi) from a strategic area to ensure full coverage of the college campus. The College local area network has approximately 13 computers connected directly via LAN.

The computer lab is equipped with more than 12computers for students and faculty with access to internet. The students take classes in the computer lab and avail the services at allotted times or as per schedule set-up by the college administration in different batches.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aldercollege.com/computer-lab/

4.3.2 - Number of Computers

16

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

29,83,105

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

The library is open on all working days of the week during office hours. Faculty and students are granted full access to its resources. A strict set of rules and regulations are maintained and followed to ensure that the resources in the library are used

smoothly and efficiently.

The Students have access to the indoor stadium during the break and after class hours. A roster is maintained to make sure that all classes and both men and women are allotted equal time and opportunity to avail the various facilities in the stadium. The gym also follows a well crafted time and slot to ensure that all classes and both men and women are allowed to avail its facilities equally. A professional trainer is also provided on a weekly basis to further enhance the experience and knowledge of the students related to safety and techniques for using the gym equipment.

The computer room is accessible to the students for use of academic purposes and creative learning. It has access to the internet to make their learning informative and easy.

Classrooms are maintained and clean after classes everyday to ensure that the facilities are well maintained and to ensure a clean learning environment for the students. The students are also given the liberty to decorate their classrooms and maintain them.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://www.aldercollege.com/policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

298

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

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

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

92

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

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

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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

The institution facilitates students' representation and engagement in various administrative policies through executing their role as executives in the Alder College Students'Union and as members and executives in the different cell and clubs. The Students Union is invited to submit their list of annual activities prior to the preparation of Academic Calendar. As executives and members of various cells and clubs such as Grievance Redressal Cell, Anti Ragging Cell, Youth Red Cross,Red Ribbon Club, Peace Forum, Eco Club, College Fellowship, NSS etc. Students actively participate in the administrative, co-curriculars and extracurricular activities. Alder College students also initiate in the Editorial board. Two Class Representatives from each class (one male and one female) serve to coordinate with the different agencies in the college. Students assume responsibility in organizing various programmes like Sports Week, Cultural Programmes, Freshers Social, Parting Social etc. under the supervision of Students' Union. Celebrating Teachers day was also under the initiative of the Students' Union. The students Union executives represent the college to the office of All Nagaland college Students Union. Student volunteers are always encouraged. Students are asked to execute their responsibilities and to coordinate the various extracurricular activities to the students in general.

File Description	Documents
Paste link for additional information	https://aldercollege.com/cells-units/
Upload any additional information	[View File](#)

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alder college alumni association was formed on 15th May 2012, however the association is yet to be registered. The alumni of the college have been actively contributing in the past years and brings former students together to maintain a connection with their university and fellow graduates. The Alder College Alumni Association is an important component of the college that facilitates linkages of the college. The association is in the process of compiling list of prominent and notable alumni in different activities across various part of the state. The association has, since its inception, undergraduate various activities such as awareness program, media coverage, Assist in annual sports event and act as resource persons to prepare the current students for the future. It has been instrumental in giving the students a proper sense of direction in numerous fields

keeping in mind that the curriculum has not encompass all aspect of life and living. By engaging alumni, an institution can continue to benefit from their skill and experience. The primary responsibilities is to handle the promotion of special events through social media and direct contact with alumni plan and developed project and over sees the actual events.

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/alumni/
Upload any additional information	**No File Uploaded**

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

E. <1Lakhs

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college is committed to provide the kind of education that promotes not only academic excellence, but also social responsibility and human values. Hence, the vision: "To impart a comprehensive and relevant education keeping in view the needs and aspirations of a responsible citizenry."

Mission and Objectives:

● To facilitate education for all irrespective of caste, creed and culture.

● To make education accessible to the poorest section of society and the remotest corner of Nagaland and beyond.

● To provide education with a view to developing skills to cope with life as a whole including inculcation of values for responsible citizenship.

● To bring out the best in the individual to attain excellence not

only in the academic field but also in the other spheres of life.

• To foster mutual understanding between individuals and groups, to encourage creativity, value education and integrity.

• To regularly upgrade the library with sufficient numbers of relevant books, periodicals, journals and internet facility in order to keep the knowledge updated for the students and the teachers alike.

• To develop and provide all modern facilities for co-curricular activities together with curricular provisions where the youth would be groomed mentally, physically and psychologically to their requirement of the contemporary society.

• To develop into residential institute with adequate infrastructure shall be one of the priorities in order to have optimum academic atmosphere

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/vision-and-motto/
Upload any additional information	View File

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

The institution is decentralized and participative in various institutional practices. It follows an organogram prepared by the IQAC. The major decision making related to college administration involves the principal who works in consultation with the proprietor. Academic and administrative policies of the Institution are decentralized basing on the area of control. Power is delegated to the HODs for practical and smooth functioning of different departments.

Administration and Infrastructural development of the institution falls under the purview of the administrative wing headed by the Chairman. Faculties are in-charge of students' welfare. Every faculty is a convenor or co-ordinator or member of one or more committee/cells/clubs functioning in the institution. Almost all the teachers are mentors of a good number of students of different batches.

The institution also encourages to flourish various clubs and cells which functions under the in-charge of concern teachers. Students are also executives to some clubs and cells, who formulate plans and policies for the achievement of their respective goals and objectives

File Description	Documents
Paste link for additional information	https://aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the important activity which the college has successfully implemented as its strategic plan is the upgradation of the Tenyidie Department. It was planned with an objective to give due importance to the vernacular language (as envisaged in the NEP) also, to meet the pressing need of the students and to protect the modern Indian languages. The institution has been making efforts in getting permission from Nagaland University for the affiliation of Tenyidie as a subject. Provisional affiliation was granted in the year 2017. Since then, the students in Elective Tenyidie as well as Tenyidie (MIL) remain encouraging. For capacity building and Human Resource Development, the Tenyidie Department organised Seminars and Study Tours to places of historical importance of the Tenyimia people such as Makhel, Khezhakeno. The institution is making good progress with regard to Tenyidie Department. The permanent affiliation for Tenyidie as Elective Subject has already been applied for and is waiting for University approval.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.aldercollege.com/departments/
Upload any additional information	**No File Uploaded**

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

The Board of Management of Alder College functions as Decision Making body on policy matters. The members elect or select the Chairman who functions as the overall incharge of the college, both academic and infrastructural development.

The Principal is the administrative head of the college. He/she functions as overall incharge of both academic and co-curricular activities. The Administrator, Vice Principal, the IQAC committee functions under the supervision of the Principal. All the Cells and Clubs carry out their activities in consultation with the Vice Principal and Principal.

The Vice Principal prepares the academic routines in consultation with the Principal and HoDs of the different departments. The teaching staff carry out their duties and responsibilities in consultation with the Vice Principal and Principal.

The Assistant Librarian is the overall incharge of library. The Librarian assistant assist the assistant librarian.

The Administrator looks after the administrative work of the college. The accountant and all other office assistants work under the guidance of Administrator and Principal.

File Description	Documents
Paste link for additional information	nil
Link to Organogram of the Institution webpage	https://www.aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution undertakes various welfare measures for its staff. The teaching staff are encouraged to attend seminars, Staff Development Programmes, Refreshers Courses and conferences for which duty leaves are granted. The institution supports the endeavours of faculty members pursuing higher studies in the form of granting them study leaves and engagement of substitute teachers during their absence in campus.

Faculty members are eligible for twelve days casual leave, while the non- teaching staff have the provision of earned leave. Maternity leave of two months with full pay is given, and in the case of a teacher requiring leave beyond the given limit on the ground of illhealth, a substitute teacher is engaged. The non-teaching staff on official trips avail financial assistance in the form of TA/DA. The institution recognises and rewards teachers who produce toppers in university examinations. Necessary teaching resources such as library resources, Wi-Fi services, journals and reprography are made readily available for the staff. Other facilities include RO water purifying system, first-aid and sport facilities.

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

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	**No File Uploaded**

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

The institution follows self-appraisal method for teachers as per the UGC format of Performance Appraisal Report for Self-Appraisal of teachers. Teachers furnish their individual details, teaching-learning and evaluation related activities, research and academic contributions, administrative support and contribution in extra- and co-curricular activities.

Carried out at the end of each academic session, it is reviewed by the Principal and recorded as confidential report. Communicating feedback to the teachers is prioritised. Accordingly, the Principal initiates strategies and reforms for professional growth of the teachers. This system facilitates discussions on work output and at the same time gives provision to the teachers to voice out any constraints they might have.

The performance appraisal forms of the non-teaching staff is evaluated by the Principal. The format covers key areas such as competence, character, contribution and skills. Evaluation is followed by discussion and one-on-one counselling based on their strengths and weak areas. Appropriate measures are taken for improved performance.

The institution also performs appraisal on teacher performance in line with the state government's prescribed confidential report (Annual Performance Appraisal Report). The appraisal method adopted in the institution is based solely on performance and is free of any bias.

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

6.4 - Financial Management and Resource Mobilization

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

The financial transactions are handled and recorded by the Accountant. He makes payments on a daily basis out of an authorized amount of money kept with him for these purposes. The Treasurer is the custodian of the cheque books and releases cheques for big transactions such as salary which is put up by the Principal, forwarded by the Chairman and released by the Treasurer.

In internal audit, the Treasurer and Accountant checks and audits every month. For external audit, at the close of the financial year, total income and expenditure accounts are audited by Government Auditor/ Chartered Accountant which is earlier prepared by the Accountant and approved by the Treasurer, Principal, and Chairman. In case of objections, the same are taken up immediately and necessary corrections/explanations are made. However, since the college is small in terms of enrolment and budget is less as compared to big institutions, there has not been any noticeable objections apart from clarifications on minor issues.

File Description	Documents
Paste link for additional information	*nil*
Upload any additional information	View File

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

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

0

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

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

During the initial years, beginning from about two years before the college was actually established in 1992, and a few years since, quite a sizable resource mobilization had to be done through own efforts and means of the sponsoring body. However, within a few years the institution was fortunate enough to grow quite fast and the financial position also became reasonably strong enough to somehow support needed additional programmes and work both in academic field and infrastructural development.

Needless to mention that careful planning went into all kinds of works in order to make optimum use of the limited resources. At this point it bears mentioning that since the last few years (2020-2021), almost all of the financial resources of the institution has been invested into the academic activities and staff salary, as they constitute the priority areas.

File Description	Documents
Paste link for additional information	[nil]()
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

In keeping with its objective of quality assurance, the Alder College IQAC has contributed to institutionalizing the Mentoring Program and the Grievances Redressal System. IQAC ensures the inclusion of the Mentor-Mentee meetings and Parent-Mentor meetings in the annual academic calendar. IQAC examines the mentor-mentee sheet prepared by the programme incharge and make suggestions to

keep it at desirable ratio. The IQAC also look-over the student's and parent's attendance at the annual mentor-mentee and mentor-parents meetings. It also examines mentors record annually.. The IQAC ensures inclusion of Grievance Redressal meetings in the academic calendar. The IQAC has prompted the idea of a suggestion box for free expression of grievances from all students. IQAC members peruse over the various feedbacks analysis reports. The IQAC has imbibed issues raised at grievance meetings and suggestions received through feedback mechanism in its annual plan of actions and action taken accordingly.

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/1313-2/
Upload any additional information	**No File Uploaded**

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

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

The IQAC emphasis on the semestrial department-wise seminars on contemporary issues have generated interest among teachers and students to pursue further studies in the areas highlighted. Teachers log book and Action plans are approved by the IQAC for systematic course coverage. IQAC also make recommendations and suggestions for innovative teaching – learning methods. It has also impressed upon the management for upkeep and update of teaching tools and monitored the use of infrastructure for optimisation. IQAC receives the course completion reports from the HOD at the end of each semester. It oversees the smooth execution of the mentor-mentee and mentor-parents meet. It also ensures that student-teachers feedbacks are obtained each academic year.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.aldercollege.com/annual-report-2020-21/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has taken up measures to sensitize its staffs and students on gender equity. There is no discrimination of women in the admission process. All courses are offered to students irrespective of their gender. A Women Development Cell functions to sensitize the students on gender issues, educate women on their rights and responsibilities, present opportunities to empower and orient them with various life skills etc. International Women's Day is celebrated every year however; the same could not be celebrated during this academic session due to the pandemic.

Interested female students are allowed to contest in any post to the student's union office without any bar. Mention may be made that the post of women coordinator is reserved only for female students. There is a 'girls only' lounge with ample privacy for girl students within the campus.

Faculty and staff recruitments are not gender biased. Salary is

based on qualification and levels and no variations are made on the basis of gender.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

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

The college has established Eco- Club for campus maintainance. Rain water is harvested, Kitchen waste is composed and used as plants feeds in the flower garden, printing of rough work is done on used paper. A waste incinerator is also constructed to burn substances contained in waste materials which is carried carefully to minimise pollution.The colllege has also initiated "No single use plastic" campaign in the campus.World Environment day is observed every year.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	uploaded below
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **D. Any 1 of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **C. Any 2 of the above**

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   **E. None of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The admission policy is a transparent one, favouring no particular group or section of the people. While majority of the students

belong to Scheduled Tribe as in the context of Nagaland, any aspiring students from SC, OBC or general are given admission. University norms and guidelines are followed in recruitment/ appointments of faculty and staff.

The institution in its endeavours to promote the sense of inclusiveness observes all National Holidays which are listed in the State Government Annual Calendar and University Calendar irrespective of creed diversities. Employees enjoy the previlege to avail the restricted holidays listed by the state government to celebrate respective tribal festivals.

During normal years, cultural day is organised every year, International Mother Language Day is observed and talks and lectures are delivered. However, due to the pandemic all such activities could not be carried out.

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

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

Sensitization of students and employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizens.

The objective of the institution is to train the students to be a responsible citizen. Values of varied kinds are being inculcated in the minds of the students through academic activities and other extra-curricular activities. National holidays are being observed as highlighted in the academic calendar. The importance and educational implications as such are instructed to the students through course contents as well.

The unforeseen pandemic of covid19 and online classes had hampered the institution to observe/conduct/organize many of the events and activities, designed for the academic year. The institution shall continue to strive to conduct and observe such events with normalization of the pandemic.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   **D. Any 1 of the above**

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

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

As with all educational institutions across the country, the Institution tries its utmost to create awareness on the various significant days of the year by organising/participating in various programs:

The Institution observes the National Holidays on Republic Day, Independence Day, Gandhi Jayanti and

Holidays are declared on festivals such as Holi, Good Friday, Eid Ul Fitra, Buddha Purnima, Janmasthami, Dussehra (Durga Puja),

Diwali, Guru Nanak Jayanti and Christmas.

Provision for special leave for faculty as well as students exists for Restricted Holidays as listed in the Nagaland State Government Annual Calendar.

The institution accepts invitations from various organisations and departments to participate and celebrate auspicious days and events.

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

7.2 - Best Practices

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

1.Title of the best practise

Mentoring Programme

Objectives of the practice

- to help students identify their strength, weaknesses

- to minimize dropouts

- to keep parents/guardians updated.

Context

Students need guidance to progress in their academics, personality development and interpersonal relationships.

Practice

15-20 students are assigned to a mentor. Profile chart of the each mentee is drawn. Mentors meeting with mentees and parents are

convened.

Evidence of Success

- Helped identify different skills and learning abilities.
- Decreased disciplinary referrals.
- Transparency between student and parent/guardian.

Problems encountered and resources required

Students did not take the programme seriously initially..

Notes

It has proved to be fruitful and the institution plans to continue with it.

2.Title of the best Practice

Grievance Redressal System

Objectives

- To enable students to express their grievances and problems;

- to provide a mechanism for settlement of grievances.

Context

Young adult's frustrations and resentments get aggravated if they are not addressed.

Practice

Aggrieved students can confide in their mentors, teachers, CR or drop their complaints in the 'Suggestions Box'. GRC meetings are convened to resolve issues.

Evidence of Success

Several complaints have been received and addressed.

Problems Encountered

- time consuming.

- delayed resolution due to formalities

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

At Alder College, we strive to provide opportunities to students for a holistic development through co-curricular activities. In this endeavour, naga wrestling has become identical with it. Infact, over the years it has emerged as the distinctive feature of the college. No other sporting events attract such enthusiasm and participation from the students community. While we are cautions that it could be presumptuous to assume that it results to a large students' admission into our college, for lack of quantifiable data, we are also aware that its vindication is not untrue. Students who compete at the college level go on to compete at the village level, range or district and the state level championship we are hopeful that wrestler from our college will one day will win titles at the state level and bring laurels to our college. As part of the promotion of the sport, one of our immediate goal is to attract participation from other tribes than those from the Tenyimia family. Side by side, our long term objective is to develop state of the art infrastructure capable of providing training, enhancing skills, organizing inter-collegiate wrestling championship in future.

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures effective curriculum delivery through a well-planned and document process.

The academic calendar is prepared by the Principal and the Academic Committee with the objective to bring out a yearly planned schedule of lesson plans and other co-curricular activities. The pandemic, however, rendered most of the plans and activities unexecuted. During the periods of lockdown, the curriculum was executed through google classrooms, video conferences via zoom and google meet, whatsApp groups, audio lectures and through online study materials. Learning outcomes were evaluated through online assignments, online question and answer sessions. Class tests, presentations, group discussions, assignments, role play, poster making, documentary film reviews, dramatic presentation and book reviews were conducted to evaluate students learning whenever contact classes were permissible. Routines were modified during the lockdowns to fit the situation. The HODs supervised the departmental work distribution and adherence to the plans laid out by the authority. Virtual meetings were convened with the chairman and principal to strategize the smooth conduct of online and offline classes. Semestrial log books and action plans were maintained by all teachers.

Faculties participated in the University examination process as question paper setters, moderators and evaluators.

Students feedbacks on curriculum implementation, proficiency of teachers as well as employees confidential reports and self appraisal were carried out.

Owing to the pandemic SOPs, many of the activities scheduled and highlighted in the academic calendar could not be carried out.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[nil]()

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

The Institution adheres to the Academic Calendar prepared by the University. The institution's annual calendar is prepared with reference to the University Academic Calendar by the Academic Committee and the Principal. Care is taken to include important enrichment programs like sports week, annual day, fresher's social, parting social and other activities of the cells and clubs. The tentative internal and external examination dates are reflected in the academic calendar. The academic calendar is circulated among the students through respective class whatsapp groups; the same is uploaded in the college website and pasted on all classroom notice boards and other notice boards.

Teachers conduct internal assessments by designing the most suitable, reliable, contextual and innovative practices to assess students learning. Efforts are made by each teacher to bring out the best internal performance from each student.

Internal activities were conducted online with a view to enhance students' learning to ensure mastery over the content to obtain the goals and objectives, vision and mission of the institution. Attendance of the students were well maintained during and throughout the online classes. Notices were circulated to the students and teachers(online)for academic updates and other important matters.

File Description	Documents
Upload relevant supporting documents	[View File]()
Link for Additional information	[https://aldercollege.com/wp-content/uploads/2017/06/Academic-Calendar-2020.pdf https://aldercollege.com/wp-content/uploads/2017/06/Academic-Calendar-2021.pdf]()

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

0

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

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

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

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The institution addresses various cross-cutting issues in the course of teaching the syllabi designed by Nagaland University. Issues addressed are mainly related to Cultural Diversity, Development of Values, Gender, Professional Ethics, Environmental Hazards and Human Rights. The topics and courses from syllabus where such cross-cutting issues are integrated are given below.

Cultural Diversity: BA Sociology (SOC-601) and BA Education (EDU-201)

Human Security and Development of Values: BA Education (EDU-102 and EDU- 402)

Professional Ethics: BA Education (EDU-602)

Gender Equity: BA Education (EDU- 602)

Environmental Hazards and Sustainability: BA Environmental Science (EVS-401 and EVS- 501)

Environmental resource valuation and sustainability: BA Economics (ECO-602)

Human Rights: BA Political Science (POL- 502 and POL/HONS/OPT-504)

The teaching of these courses with cross-cutting issues embedded in the curriculum are supplemented by interactive talks, inter-departmental discussions and various programmes related to the issues

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

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

2

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

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://aldercollege.com/wp-content/uploads/2017/06/Student-Feedback-Report-2020-2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

500

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

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

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

359

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

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

Based on the inclusive admission policy of the Institution, students with different levels of academic capacities are enfolded within the structure of the College. While most fall under the average category, others are segregated as slow and advanced learners based on their percentage of marks scored in their last examinations, i.e., HSSLC Examinations.

Slow learners are nurtured through extra classes remedial by nature. Through extra program of the institution, slow learners are guided and taught to eradicate/eliminate problem areas on a one on one basis. Such students are assigned additional learning exercise like projects from the syllabi to enhance their academic learning.

Advance learners are motivated to achieve their optimum potential through the Mentor-Mentee Program of the Institution where they are guided to discover untapped areas of their capacities while not becoming complacent. Generally, a chosen few are included as student members in the Editorial Board of the Institution's Publications while others are selected to represent the Institution in various intra as well as inter institutional competitions.

File Description	Documents
Link for additional Information	<u>nil</u>
Upload any additional information	<u>View File</u>

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

Number of Students	Number of Teachers
362	22

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

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Field trips could not be carried out owing to the pandemic SOPS.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[nil](#)

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

Teachers use ICT-enabled tools and online education resources for effective teaching-learning process in the institution. In addition to the traditional mode of education, subsequent efforts are made to incorporate e-learning in the classroom. With the view of enhancing the learning experience, the faculty members use IT enabled learning tools such as PPT and educational videos, social networking sites, blended learning platforms and conferencing platforms.

The College has 4 LCD Projectors and 4 ICT enabled Classrooms which are used for PowerPoint presentations and screening of documentaries and movies related to the subject content. Through the various platforms used by the teachers namely, YouTube, Emails, Whatsapp, Zoom, Google Meet and Google Classroom, teachers communicate with the students, provide necessary links and study materials, address their queries, provide guidance and assess their academic performance. Thus, a student-centric learning approach has been put in place by which students get ample access to advanced and practical knowledge. The use of ICT tools prove to be effective in smooth and proper execution of the teaching learning process while enabling the learners to be abreast of the digital and virtual world of knowledge.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.aldercollege.com/ict-rooms/

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

2.3.3.1 - Number of mentors

15

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

2.4 - Teacher Profile and Quality

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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	**No File Uploaded**

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

2.4.3.1 - Total experience of full-time teachers

260

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File]()

2.5 - Evaluation Process and Reforms

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

The institution adheres to a transparent examination and evaluation system overseen by Examination Committee. Internal examinations are conducted for 30 marks as per the university norms. They include multiple techniques such as seminars, tests, project works, paper presentations, viva etc. Information concerning examination mode, schedule, activities and internal results are displayed on notice boards, announced in classrooms and on online platforms.

Orientations given to First Semester students focus on marks weightage and the variety of methods used for assessment. Teachers specify the syllabus on time by maintaining log books and action plans and discuss questions with the students.

The Examination Committee updates teachers on assessment criteria, paper setting and evaluation modes, and supervises

the seating arrangements and duty charts. It looks into examination-related complaints and takes necessary action for redressal. Grievances are also forwarded to the authority or the Grievance Redressal Cell for resolution at the institutional level.

Catering to student diversity, slow learners and students scoring poorly owing to genuine reasons are given time for improvement. Results and marks scored are declared at a stipulated time. Teachers offer feedback to the students and follow-up discussions on question papers and improvement strategies are conducted.

File Description	Documents
Any additional information	View File
Link for additional information	[nil](nil)

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

The Examination Committee oversees the smooth and efficient conduct of internal examinations. The Committee updates teachers on assessment criteria, paper setting and evaluation modes, and supervises the seating arrangements and duty charts. Orientation on the examination system is provided to First Semester students wherein students are apprised of weightage of marks and the variety of methods to be used as part of internal assessment of their performance.

All necessary measures are taken to ensure that internal examinations are conducted smoothly and in a transparent and time bound-manner. To maintain transparency and uniformity in the assessment of the internal test, teachers are given time frame, usually one week, for evaluation. Results are declared at a stipulated time and the marks scored by the students are communicated to them promptly though the notice board or online platforms. The final internal assessment marks are prepared on the basis of attendance, marks secured in class tests, assignments,, paper presentations,, seminars, case studies, quizzes, projects etc. Marking discrepancies are resolved by the subject teacher immediately. Depending on the seriousness of the issue, queries or complaints are referred to the Examination Commitee for resolution. The committee also forwards matters that require more attention to the Principal

who efficiently resolves them at the institutional level. Students can approach the Grievance Redressal Cell if dissatisfied by the solution provided by the Examination Committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://aldercollege.com/rules-and-regulation/

2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes are derived from the program objectives embedded in the curriculum and from institutional endeavour to realise all round development of the students.

The modes of communication of the Programme Outcomes and Course Outcomes to the students and teachers are as follows:

- Students and teachers are apprised of the expected outcomes and objectives of the programmes through the institutional website.
- Departmental orientations ae conducted separately for teachers and students at the beginning of each session wherein the program and course outcomes are deliberated upon.
- A syllabus book provided to each student at entry point contains the course objectives and outcomes which are further emphasised upon by the subject teachers.
- Group activities, project works, as well as other skill development activities are regularly held as these are essential to realise the outcomes of the programs and courses in totality. Students are made aware of the objectives and the intended outcomes of these activities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://aldercollege.com/wp-content/uploads/2017/06/PROGRAMME-AND-COURSE-OUTCOMES.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution follows a formative and continuous system of evaluation that determines the level of attainment of Programme Outcomes and Course Outcomes by each student. Assessment is done through diverse forms such as paper presentations, tests, role play, assignments, poster making, seminars, book and film reviews, museum visits, field trips and project works.

Developing an understanding of students' attainment of the expected outcomes is prioritised, and hence the institution makes effort that feedback and inputs are provided to the students after identifying their strengths and weaknesses thereby widening the scope for improvement. Mentors offer guidance to students that demotivated students and those experiencing learning hurdles are helped.

Formative Assessment has enabled the teachers in effective monitoring of the progress of students. The institution encourages exchange of learning goals and healthy interaction among students and teachers. Students are also encouraged to self-assess, critically evaluate their own progress or do peer assessment as this leads to identification of gaps in their understanding and capabilities. Efforts are made to develop meta-cognitive skills in students to enable them to organize their thought processes and solve problems. The institution follows summative assessment as final evaluation is conducted in the form of End-Semester University Examinations. Results are duly analysed and discussions on further improvement are held.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.aldercollege.com/result-2021/

2.6.3 - Pass percentage of Students during the year

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

151

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://aldercollege.com/annual-report-2020-21/

2.7 - Student Satisfaction Survey

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

https://aldercollege.com/wp-content/uploads/2017/06/Student-Feedback-Report-2020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

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

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

0

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

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

0

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

3.3 - Extension Activities

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

The institution joined the Campaign "Help Nagaland Breathe" to garner relief support towards public health infrastructure in Nagaland to fight COVID-19. The volunteers of the campaign availed the college facilities as per their needs and requirements.

File Description	Documents
Paste link for additional information	<u>nil</u>
Upload any additional information	<u>View File</u>

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has standard infrastructural facilities for imparting quality education.The college has made necessary upgradation for enhancement of infrastructure as per requirement. Physical facilities include a main block which houses the offices and library; Block A whereoffices of Chairman, Students Union, NSS, girls' lounge and recreational areas are situated. There are adequate classrooms for smooth conduct of classes.

The policy is to provide top priority to facilities for effective teaching and learning. The institution upgrades its facilities, instances of which are proper maintenance of teaching tools in classrooms, indoor stadium, canteen, four ICT rooms, first aid room, girls' lounge, one classroom with smart television for listening skill activities, play, short movies and library with computers. The college has four ICT rooms connected with Wi-Fi and LAN including four projectors, screen and basic PA system.

The library is divided into five sections, namely reading area, stacking area, reference section, circulation section and internet section. It holds a collection of above 5000+ books including textbooks, reference books, periodicals and pamphlets. Recreational spaces for staff and students such as courts for basketball and volleyball are available The multipurpose stadium is utilised for table tennis, badminton and carrom so as to provide recreation to the students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.aldercollege.com/facilities/

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

a. Curricular and Co-curricular Activities :The college building is an RCC type with multi storied building, it has adequate number of classroom which are spacious and fitted with electricity for lighting and even for projector to be used in every class. The college has technology enabled learning spaces, seminar hall, tutorial spaces, botanical garden, smart TV, specialize facilities and equipment for teaching and learning research.

b. Extra Curricular Activities : Alder College give due importance to extra curricular activities as well and, therefore, it emphasize on the holistic approach for the all round development of students. Within the campus, the college has basketball court, volley court, Tennis court, wrestling arena and enough spaces to conduct athletic item as well. The indoor stadium is equipped to conduct games like badminton, table tennis, arm wrestling, carom board, chess etc.

It also has a well furnished Gymnasium. Cultural activities, NSS, public speaking, communication skill development, health and hygiene, Eco Club, Peace Channel are also held in the auditorium. The auditorium has a thousand plus capacity provision to use projector, a good PA set up, musical instruments etc. College program like fellowship, annual day, seminar, workshop and literary programs are also conducted. The auditorium has CCTV surveillance and emergency exit.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.aldercollege.com/facilities/

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aldercollege.com/ict-rooms/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

24,50,000

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is automated using the SOUL Software and is Partially Automated version 2.0 and it was automated in the year 2014.

The software is used for Cataloguing, Circulation, OPAc, Library Card etc.

There is no Separate Library Portal but there is a library page of the college which can be accessed by the students.

The Library uses OPAC for students and teachers to search books according to the related Course.

The Circulation is done according to the traditional system by keeping a record in the Accession Register of issuing and returning books.

There are four Computers for the Students to access and One Printer which are accessible to the students for doing xerox and printout of documents.

The Library has a Internet Band width speed of 50 Mbps and for LAN is 100Mbps speed till 2.5 TB.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.aldercollege.com/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

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

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

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

48200

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

14

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The college has a well-equipped IT infrastructure to meet the requirements of students and staff for better teaching and learning process. The college has a dedicated server computer connecting the entire computer network. The college management software which is developed by Guras Marketingis installed in the server to store and maintain admission datas and profiles of students and staff etc.The softwareis shared to all the computers in the network for both offline and online management system.

The college website ie, www.aldercollege.com has been developed which displays and features the activities and structure of the college. The website is linked to social media platforms like youtube and facebook etc .The online admission page has been specially developed in the website for easy access to students for new admission and re-admission. The website is protected and secured with trusted SSL protocol.

The college internet is connected with upto 100mpbs speed for the Local Area Network (LAN) and upto 50 mbps for wifi. Internet is connected to a high-speed router and modem which

shares internet (both LAN and WiFi) from a strategic area to ensure full coverage of the college campus. The College local area network has approximately 13 computers connected directly via LAN.

The computer lab is equipped with more than 12computers for students and faculty with access to internet. The students take classes in the computer lab and avail the services at allotted times or as per schedule set-up by the college administration in different batches.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.aldercollege.com/computer-lab/

4.3.2 - Number of Computers

16

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

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

29,83,105

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The library is open on all working days of the week during office hours. Faculty and students are granted full access to its resources. A strict set of rules and regulations are maintained and followed to ensure that the resources in the library are used smoothly and efficiently.

The Students have access to the indoor stadium during the break and after class hours. A roster is maintained to make sure that all classes and both men and women are allotted equal time and opportunity to avail the various facilities in the stadium. The gym also follows a well crafted time and slot to ensure that all classes and both men and women are allowed to avail its facilities equally. A professional trainer is also provided on a weekly basis to further enhance the experience and knowledge of the students related to safety and techniques for using the gym equipment.

The computer room is accessible to the students for use of academic purposes and creative learning. It has access to the internet to make their learning informative and easy.

Classrooms are maintained and clean after classes everyday to ensure that the facilities are well maintained and to ensure a clean learning environment for the students. The students are also given the liberty to decorate their classrooms and maintain them.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.aldercollege.com/policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

298

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

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

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

92

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above

File Description	Documents
Link to institutional website	www.aldercollege.com
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

government examinations) during the year

0

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

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal level (During the year) (Data Template)	**No File Uploaded**

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

The institution facilitates students' representation and engagement in various administrative policies through executing their role as executives in the Alder College Students'Union and as members and executives in the different cell and clubs. The Students Union is invited to submit their list of annual activities prior to the preparation of Academic Calendar. As executives and members of various cells and clubs such as Grievance Redressal Cell, Anti Ragging Cell, Youth Red Cross,Red Ribbon Club, Peace Forum, Eco Club, College Fellowship, NSS etc. Students actively participate in the

administrative, co-curriculars and extracurricular activities. Alder College students also initiate in the Editorial board. Two Class Representatives from each class (one male and one female) serve to coordinate with the different agencies in the college. Students assume responsibility in organizing various programmes like Sports Week, Cultural Programmes, Freshers Social, Parting Social etc. under the supervision of Students' Union. Celebrating Teachers day was also under the initiative of the Students' Union. The students Union executives represent the college to the office of All Nagaland college Students Union. Student volunteers are always encouraged. Students are asked to execute their responsibilities and to coordinate the various extracurricular activities to the students in general.

File Description	Documents
Paste link for additional information	https://aldercollege.com/cells-units/
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alder college alumni association was formed on 15th May 2012, however the association is yet to be registered. The alumni of the college have been actively contributing in the past years and brings former students together to maintain a connection with their university and fellow graduates. The Alder College Alumni Association is an important component of the college that facilitates linkages of the college. The association is in the process of compiling list of prominent and notable alumni in different activities across various part of the state. The association has, since its inception , undergraduate various activities such as awareness program, media coverage, Assist in annual sports event and act as resource persons to prepare the current students for the future. It has been instrumental in giving the students a proper sense of direction in numerous fields keeping in mind that the curriculum has not encompass all aspect of life and living. By engaging alumni, an institution can continue to benefit from their skill and experience. The primary responsibilities is to handle the promotion of special events through social media and direct contact with alumni plan and developed project and over sees the actual events.

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/alumni/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) | E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college is committed to provide the kind of education that promotes not only academic excellence, but also social responsibility and human values. Hence, the vision: "To impart

a comprehensive and relevant education keeping in view the needs and aspirations of a responsible citizenry."

Mission and Objectives:

• To facilitate education for all irrespective of caste, creed and culture.

• To make education accessible to the poorest section of society and the remotest corner of Nagaland and beyond.

• To provide education with a view to developing skills to cope with life as a whole including inculcation of values for responsible citizenship.

• To bring out the best in the individual to attain excellence not only in the academic field but also in the other spheres of life.

• To foster mutual understanding between individuals and groups, to encourage creativity, value education and integrity.

• To regularly upgrade the library with sufficient numbers of relevant books, periodicals, journals and internet facility in order to keep the knowledge updated for the students and the teachers alike.

• To develop and provide all modern facilities for co-curricular activities together with curricular provisions where the youth would be groomed mentally, physically and psychologically to their requirement of the contemporary society.

• To develop into residential institute with adequate infrastructure shall be one of the priorities in order to have optimum academic atmosphere

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/vision-and-motto/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as

decentralization and participative management.

The institution is decentralized and participative in various institutional practices. It follows an organogram prepared by the IQAC. The major decision making related to college administration involves the principal who works in consultation with the proprietor. Academic and administrative policies of the Institution are decentralized basing on the area of control. Power is delegated to the HODs for practical and smooth functioning of different departments.

Administration and Infrastructural development of the institution falls under the purview of the administrative wing headed by the Chairman. Faculties are in-charge of students' welfare. Every faculty is a convenor or co-ordinator or member of one or more committee/cells/clubs functioning in the institution. Almost all the teachers are mentors of a good number of students of different batches.

The institution also encourages to flourish various clubs and cells which functions under the in-charge of concern teachers. Students are also executives to some clubs and cells, who formulate plans and policies for the achievement of their respective goals and objectives

File Description	Documents
Paste link for additional information	https://aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

One of the important activity which the college has successfully implemented as its strategic plan is the upgradation of the Tenyidie Department. It was planned with an objective to give due importance to the vernacular language (as envisaged in the NEP) also, to meet the pressing need of the students and to protect the modern Indian languages. The institution has been making efforts in getting permission from Nagaland University for the affiliation of Tenyidie as a subject. Provisional affiliation was granted in the year 2017. Since then, the students in Elective Tenyidie as well as

Tenyidie (MIL) remain encouraging. For capacity building and Human Resource Development, the Tenyidie Department organised Seminars and Study Tours to places of historical importance of the Tenyimia people such as Makhel, Khezhakeno. The institution is making good progress with regard to Tenyidie Department. The permanent affiliation for Tenyidie as Elective Subject has already been applied for and is waiting for University approval.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.aldercollege.com/departments/
Upload any additional information	No File Uploaded

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

The Board of Management of Alder College functions as Decision Making body on policy matters. The members elect or select the Chairman who functions as the overall incharge of the college, both academic and infrastructural development.

The Principal is the administrative head of the college. He/she functions as overall incharge of both academic and co-curricular activities. The Administrator, Vice Principal, the IQAC committee functions under the supervision of the Principal. All the Cells and Clubs carry out their activities in consultation with the Vice Principal and Principal.

The Vice Principal prepares the academic routines in consultation with the Principal and HoDs of the different departments. The teaching staff carry out their duties and responsibilities in consultation with the Vice Principal and Principal.

The Assistant Librarian is the overall incharge of library. The Librarian assistant assist the assistant librarian.

The Administrator looks after the administrative work of the college. The accountant and all other office assistants work under the guidance of Administrator and Principal.

File Description	Documents
Paste link for additional information	[nil](nil)
Link to Organogram of the Institution webpage	https://www.aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution undertakes various welfare measures for its staff. The teaching staff are encouraged to attend seminars, Staff Development Programmes, Refreshers Courses and conferences for which duty leaves are granted. The institution supports the endeavours of faculty members pursuing higher studies in the form of granting them study leaves and engagement of substitute teachers during their absence in campus.

Faculty members are eligible for twelve days casual leave, while the non- teaching staff have the provision of earned leave. Maternity leave of two months with full pay is given, and in the case of a teacher requiring leave beyond the given limit on the ground of illhealth, a substitute teacher is engaged. The non-teaching staff on official trips avail

financial assistance in the form of TA/DA. The institution
recognises and rewards teachers who produce toppers in
university examinations. Necessary teaching resources such as
library resources, Wi-Fi services, journals and reprography are
made readily available for the staff. Other facilities include
RO water purifying system, first-aid and sport facilities.

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

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	**No File Uploaded**

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

The institution follows self-appraisal method for teachers as per the UGC format of Performance Appraisal Report for Self-Appraisal of teachers. Teachers furnish their individual

details, teaching-learning and evaluation related activities, research and academic contributions, administrative support and contribution in extra- and co-curricular activities.

Carried out at the end of each academic session, it is reviewed by the Principal and recorded as confidential report. Communicating feedback to the teachers is prioritised. Accordingly, the Principal initiates strategies and reforms for professional growth of the teachers. This system facilitates discussions on work output and at the same time gives provision to the teachers to voice out any constraints they might have.

The performance appraisal forms of the non-teaching staff is evaluated by the Principal. The format covers key areas such as competence, character, contribution and skills. Evaluation is followed by discussion and one-on-one counselling based on their strengths and weak areas. Appropriate measures are taken for improved performance.

The institution also performs appraisal on teacher performance in line with the state government's prescribed confidential report (Annual Performance Appraisal Report). The appraisal method adopted in the institution is based solely on performance and is free of any bias.

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

6.4 - Financial Management and Resource Mobilization

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

The financial transactions are handled and recorded by the Accountant. He makes payments on a daily basis out of an authorized amount of money kept with him for these purposes. The Treasurer is the custodian of the cheque books and releases cheques for big transactions such as salary which is put up by the Principal, forwarded by the Chairman and released by the Treasurer.

In internal audit, the Treasurer and Accountant checks and

audits every month. For external audit, at the close of the financial year, total income and expenditure accounts are audited by Government Auditor/ Chartered Accountant which is earlier prepared by the Accountant and approved by the Treasurer, Principal, and Chairman. In case of objections, the same are taken up immediately and necessary corrections/explanations are made. However, since the college is small in terms of enrolment and budget is less as compared to big institutions, there has not been any noticeable objections apart from clarifications on minor issues.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

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

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

0

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

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

During the initial years, beginning from about two years before the college was actually established in 1992, and a few years since, quite a sizable resource mobilization had to be done through own efforts and means of the sponsoring body. However, within a few years the institution was fortunate enough to grow quite fast and the financial position also became reasonably strong enough to somehow support needed additional programmes and work both in academic field and infrastructural

development.

Needless to mention that careful planning went into all kinds of works in order to make optimum use of the limited resources. At this point it bears mentioning that since the last few years (2020-2021), almost all of the financial resources of the institution has been invested into the academic activities and staff salary, as they constitute the priority areas.

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

6.5 - Internal Quality Assurance System

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

In keeping with its objective of quality assurance, the Alder College IQAC has contributed to institutionalizing the Mentoring Program and the Grievances Redressal System. IQAC ensures the inclusion of the Mentor-Mentee meetings and Parent-Mentor meetings in the annual academic calendar. IQAC examines the mentor-mentee sheet prepared by the programme incharge and make suggestions to keep it at desirable ratio. The IQAC also look-over the student's and parent's attendance at the annual mentor-mentee and mentor-parents meetings. It also examines mentors record annually.. The IQAC ensures inclusion of Grievance Redressal meetings in the academic calendar. The IQAC has prompted the idea of a suggestion box for free expression of grievances from all students. IQAC members peruse over the various feedbacks analysis reports. The IQAC has imbibed issues raised at grievance meetings and suggestions received through feedback mechanism in its annual plan of actions and action taken accordingly.

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/1313-2/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

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

The IQAC emphasis on the semestrial department-wise seminars on contemporary issues have generated interest among teachers and students to pursue further studies in the areas highlighted. Teachers log book and Action plans are approved by the IQAC for systematic course coverage. IQAC also make recommendations and suggestions for innovative teaching – learning methods. It has also impressed upon the management for upkeep and update of teaching tools and monitored the use of infrastructure for optimisation. IQAC receives the course completion reports from the HOD at the end of each semester. It oversees the smooth execution of the mentor-mentee and mentor-parents meet. It also ensures that student-teachers feedbacks are obtained each academic year.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.aldercollege.com/annual-report-2020-21/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has taken up measures to sensitize its staffs and students on gender equity. There is no discrimination of women in the admission process. All courses are offered to students irrespective of their gender. A Women Development Cell functions to sensitize the students on gender issues, educate women on their rights and responsibilities, present opportunities to empower and orient them with various life skills etc. International Women's Day is celebrated every year however; the same could not be celebrated during this academic session due to the pandemic.

Interested female students are allowed to contest in any post to the student's union office without any bar. Mention may be made that the post of women coordinator is reserved only for female students. There is a 'girls only' lounge with ample privacy for girl students within the campus.

Faculty and staff recruitments are not gender biased. Salary is based on qualification and levels and no variations are made on the basis of gender.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

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

The college has established Eco- Club for campus maintainance. Rain water is harvested, Kitchen waste is composed and used as plants feeds in the flower garden, printing of rough work is done on used paper. A waste incinerator is also constructed to burn substances contained in waste materials which is carried carefully to minimise pollution.The colllege has also initiated "No single use plastic" campaign in the campus.World Environment day is observed every year.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	uploaded below
Any other relevant information	View File

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

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

7.1.6.1 - The institutional environment and

E. None of the above

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	`E. None of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The admission policy is a transparent one, favouring no particular group or section of the people. While majority of the students belong to Scheduled Tribe as in the context of Nagaland, any aspiring students from SC, OBC or general are given admission. University norms and guidelines are followed in recruitment/ appointments of faculty and staff.

The institution in its endeavours to promote the sense of inclusiveness observes all National Holidays which are listed in the State Government Annual Calendar and University Calendar irrespective of creed diversities. Employees enjoy the previlege to avail the restricted holidays listed by the state government to celebrate respective tribal festivals.

During normal years, cultural day is organised every year, International Mother Language Day is observed and talks and lectures are delivered. However, due to the pandemic all such activities could not be carried out.

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

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

Sensitization of students and employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizens.

The objective of the institution is to train the students to be a responsible citizen. Values of varied kinds are being inculcated in the minds of the students through academic activities and other extra-curricular activities. National holidays are being observed as highlighted in the academic calendar. The importance and educational implications as such are instructed to the students through course contents as well.

The unforeseen pandemic of covid19 and online classes had hampered the institution to observe/conduct/organize many of the events and activities, designed for the academic year. The institution shall continue to strive to conduct and observe such events with normalization of the pandemic.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above

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

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

As with all educational institutions across the country, the Institution tries its utmost to create awareness on the various significant days of the year by organising/participating in various programs:

The Institution observes the National Holidays on Republic Day, Independence Day, Gandhi Jayanti and

Holidays are declared on festivals such as Holi, Good Friday, Eid Ul Fitra, Buddha Purnima, Janmasthami, Dussehra (Durga Puja), Diwali, Guru Nanak Jayanti and Christmas.

Provision for special leave for faculty as well as students exists for Restricted Holidays as listed in the Nagaland State Government Annual Calendar.

The institution accepts invitations from various organisations and departments to participate and celebrate auspicious days and events.

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

7.2 - Best Practices

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

1.Title of the best practise

Mentoring Programme

Objectives of the practice

- to help students identify their strength, weaknesses

- to minimize dropouts

- to keep parents/guardians updated.

Context

Students need guidance to progress in their academics, personality development and interpersonal relationships.

Practice

15-20 students are assigned to a mentor. Profile chart of the each mentee is drawn. Mentors meeting with mentees and parents are convened.

Evidence of Success

- Helped identify different skills and learning abilities.
- Decreased disciplinary referrals.
- Transparency between student and parent/guardian.

Problems encountered and resources required

Students did not take the programme seriously initially..

Notes

It has proved to be fruitful and the institution plans to continue with it.

2.Title of the best Practice

Grievance Redressal System

Objectives

- To enable students to express their grievances and problems;

- to provide a mechanism for settlement of grievances.

Context

Young adult's frustrations and resentments get aggravated if they are not addressed.

Practice

Aggrieved students can confide in their mentors, teachers, CR or drop their complaints in the 'Suggestions Box'. GRC meetings are convened to resolve issues.

Evidence of Success

Several complaints have been received and addressed.

Problems Encountered

- time consuming.

- delayed resolution due to formalities

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

At Alder College, we strive to provide opportunities to students for a holistic development through co-curricular activities. In this endeavour, naga wrestling has become identical with it. Infact, over the years it has emerged as the distinctive feature of the college. No other sporting events attract such enthusiasm and participation from the students community. While we are cautions that it could be presumptuous to assume that it results to a large students' admission into our college, for lack of quantifiable data, we are also aware that its vindication is not untrue. Students who compete at the college level go on to compete at the village level, range or district and the state level championship we are hopeful that wrestler from our college will one day will win titles at the state level and bring laurels to our college. As part of the promotion of the sport, one of our immediate goal is to attract participation from other tribes than those from the Tenyimia family. Side by side, our long term objective is to develop state of the art infrastructure capable of providing training, enhancing skills, organizing inter-collegiate wrestling championship in future.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. Organise awareness programmes on Code of Conduct
2. Introduce online teaching if COVID 19 situation prevails.
3. Initiate online admission and partner with digital payment gateways for fee collection.
4. Fee discounts for needy students.
5. Encourage teachers and students to attend webinars and avail online learning resources.

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