



# **YEARLY STATUS REPORT - 2022-2023**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**Alder College**

- Name of the Head of the institution **Dr. Rukhono K. Iralu**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
  
- Phone no./Alternate phone no. **9856071763**
- Mobile No: **9436018426**
- Registered e-mail **aldercollege92@gmail.com**
- Alternate e-mail **rukhonoiralu@gmail.com**
- Address **Sepfuzou Colony, Post Box -164**
- City/Town **Kohima**
- State/UT **Nagaland**
- Pin Code **797001**

#### **2.Institutional status**

- Affiliated / Constitution Colleges **Affiliated College**
- 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 **Ms. 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/2023/05/aqar-2021-22.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/2023/05/calender-2022-23.pdf>

**5. Accreditation Details**

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

**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
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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**      **6**

- 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      [View File](#)

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

- If yes, mention the amount

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

Prepared and publish the teachers log book and Mentee profile book.

Set up the Student's Union Constitution drafting committee. The constitution is drafted and awaiting adoption.

Facilitated the collaboration with MAVA and Bhodana NGO in hosting SAMABHAV International Travelling Film Festival on Gender Diversity and Inclusion.

Organised a talk on Professional Ethics for teachers and staffs.

Facilitated collaborative programs in the college.

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

Plan of Action	Achievements/Outcomes
To organise a workshop on Mentoring	Conducted on 4th March, 2023
To organise programme on gender issue	Felicitated the collaboration with MAVA and Bhodana in organising the Travelling Film Festival - Samabhav from 27-28 April, 2023
Cleanliness drive	NSS and ECO club organized campus cleanliness drive
Semestrial seminar	History department organised a Talk on "Revisiting and Reimaging Oral History Through on 31st March, 2023
To collaborate with organisations and institutions	<p>1. English and Tenyidie department collaborated with NEILAC, Guwahati, Assam. In presenting "The Linguistic Edge" on 8th September, 2022</p> <p>2. Peer Mediation Forum collaborated with Peace Channel , Nagaland in organising a Peace Retreat Program on 27th September, 2022</p> <p>3. Hosted the Israel and Nagaland Film Festival on 19th October, 2022 in collaboration with Music Task Force, Nagaland and Embassy of Israel, India</p> <p>4. Education Department collaborated with Psychology Department, Nagaland University in presenting a talk on Mental Health on 13th October,2022</p> <p>5. The annual college festival, Alder Fest was organised in collaboration with Kohima Smart City Development Ltd. From 21-22 April, 2023</p> <p>6. Women Development Cell collaborated with MAVA and Bhodhana Trust in presenting Samabhav, an International travelling film festival</p>

Collection of feedbacks from stakeholders	Conducted SSS, feedbacks from students and alumni.
Student's outreach Activities	Students of Education Dept. visited Tabitha Enabling Academy on 7th October, 2022
Amendment of ACSU constitution	Committee formed. Drafted. Approval awaited.
Guidelines for Alder college staff welfare union	Prepared and published
Teachers log book Mentee profile book	Published and in used
Submission of AQAR 2022	Submitted on February 20/02/2023. Accepted
Cultural Day	Organized on 18th February, 2023
Case Study on admission equation	Conducted. Report analysed and new uniforms to be introduced in the next academic session.
Alder Fest	Organized From April 21-22. 2023 in collaboration with Kohima Smart City Ltd.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	26/07/2023

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>Alder College</b>
• Name of the Head of the institution	<b>Dr. Rukhono K. Iralu</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
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<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://aldercollege.com/wp-content/uploads/2023/05/calender-2022-23.pdf">https://aldercollege.com/wp-content/uploads/2023/05/calender-2022-23.pdf</a>				
<b>5.Accreditation Details</b>					
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Cycle 1	B	2.23	2016	19/02/2016	18/02/2021
<b>6.Date of Establishment of IQAC</b>			09/08/2010		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	Yes				
• Upload latest notification of formation of IQAC	<a href="#">View File</a>				
<b>9.No. of IQAC meetings held during the year</b>	6				
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes				



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<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
IQAC	26/07/2023
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022	08/12/2022

**15. Multidisciplinary / interdisciplinary**

Till date, the institution has been limited to Arts Stream. However, as directed it has taken up the call to introduce the choice based Credit system (CBCS) in all earnestness and is seeking to;

1. Establish ties with more organizations like the NWA to provide avenues for students in the sports related career options.
2. It incorporates the programme called Environment Studies through which Environmental Education is disseminated.
3. Teachers attended orientations on CBCS organized by Departments under Nagaland University.
4. The college has obtained permanent affiliation for the department of Tenyidie.
5. The institution has plans to collaborate with other institutions which offers course other than Arts and Humanities as directed by the University

**16. Academic bank of credits (ABC):**

The affiliating university has implemented the Academic Bank of Credit system as per UGC order. The college has been notified to orient the students and create ABC-ID of the students to ensure seamless academic mobility across HEIs.

**17. Skill development:**

With the NEP 2020, the institution is preparing to strive for a holistic development of the students. The college is providing value based education to inculcate positivity among the learners that include the development of humanistic, ethical, constitutional and universal human values and life skills. Various programmes and activities are organized with the existing clubs and cells such as Peace Channels, Anti-Ragging Cell, Women Development Cell, NSS, Student Council, and Red Ribbon Club etc.

To provide quality skill development training to students, the college has tied up with Bridge Point, a skill development training institute established under the flagship programme DDUGKY, Ministry of Rural Development, located within the college campus for a reservation of minimum 10 seats for the college students.

The institution envisions introducing add-on courses on skill development such as computer application course, basket weaving, Cooking classes etc. All these courses are to be offered by the

institute to empower students with employable skills and prepare for the implementation of NEP.
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
Education through its specialized agencies, the schools, colleges and universities play a vital role in the preservation and promotion of India's rich culture and tradition.  The college recognises this bounden duty and aims to achieve it through a mix of initiatives. Firstly, the department of Tenyidie will expand its collaboration with Ura Academy, a literary society, to develop and promote the local language through research initiatives and by conducting workshops and seminars. Further, tenyidie being not just a language spoken by Naga tribe(s) but an academic discipline in itself, various literary programmes will be organised for students to compete in poem, Drama and Story telling activities to encourage young students to take interest in the subject. Secondly, excursions trips will be organised in order to familiarise the students with the rich cultural heritage across the length and breadth of the country. Thirdly, in order to bring cultural experience alive, the college will continue to support and organise the Annual Cultural Day in the college campus. In addition, a particular day in a week will be set aside where students will be encouraged to come to college in their respective tribe/community cultural attire.
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
The institution is prepared to comply with changes communicated by the affiliating University.
<b>20.Distance education/online education:</b>
The institution will prepare to implement the directives issued by the affiliating. So far, directives for implementation of distance education had not been receivedby the college from the University.

## Extended Profile

### 1.Programme

1.1

120

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

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

**2.Student**

2.1 204

Number of students during the year

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

2.2 46

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

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

2.3 57

Number of outgoing/ final year students during the year

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

**3.Academic**

3.1 24

Number of full time teachers during the year

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

3.2 0

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>120</b>
Number of courses offered by the institution across all programs during the year	

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

### 2. Student

2.1	<b>204</b>
Number of students during the year	

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

2.2	<b>46</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

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

2.3	<b>57</b>
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	<b>24</b>
Number of full time teachers during the year	

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

3.2	0
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

<b>4.Institution</b>	
4.1	12
Total number of Classrooms and Seminar halls	
4.2	1085615
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	30
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution follows the curriculum framed by Nagaland University. At the commencement of each semester, the Academic Committee and principal prepare the academic calendar providing information on working days, tentative dates of examinations, holidays and days earmarked for co-curricular and extracurricular activities. The college prepares a class routine which deploys the units of time for classes required by the departments to cover the syllabi. The HoDs oversee the paper distribution of the faculty. Each teacher develops semestrial action plans and log books wherein monthly targets and insights into lectures, class activities and plans are included. Staff meetings are held at regular intervals to discuss academic matters. The lecture method is mostly used, however, ICT in the form of Powerpoint presentation is extensively used. Library resources and catalogued question papers are made accessible to students, while students of different learning levels are identified and helped. Through internal activities such as

presentation, seminars, tests etc., supplemented by co-curricular activities, teachers ensure the effectiveness of curriculum delivery and attainment of course outcomes. Course coverage reports are submitted to IQAC at the end of the semester. The records of marks obtained by students are documented and duly submitted to the affiliating university.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://aldercollege.com/logbook/">https://aldercollege.com/logbook/</a>

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

The Institution strictly adheres to the Academic Calendar established by Nagaland University which ensured that commencement and completion of classes as well as assessments and examinations are carried out on schedule. In adherence to this, the annual calendar is prepared by the Academic Committee and the Principal. Tentative dates for internal and external examination are reflected, so also the schedule for important enrichment programs and various activities. The calendar is uploaded on the college website, put up on notice boards and circulated through class Whatsapp groups.

To ensure timely completion of the syllabus and internal evaluation, the faculty coordinates their teaching plans and events. Assessments are conducted by designing the most reliable, contextual and innovative practices to assess students' learning. Efforts are made to bring out the best performance from students and as such underperforming students are given proper mentoring by the mentors. Internal activities are conducted both inside and outside the classroom to ensure better grasp and mastery over the content. Attendance records of the students are meticulously maintained and activities such as tests and seminars are conducted on a regular basis. Notices on academic updates and information pertaining to the mechanism of CIE are promptly circulated.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://aldercollege.com/wp-content/uploads/2023/05/calender-2022-23.pdf">https://aldercollege.com/wp-content/uploads/2023/05/calender-2022-23.pdf</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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**

**1**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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**

Integrating crosscutting issues like professional ethics, gender, human values, environment, and sustainability into college curricula is crucial for preparing students to handle the complexities of today's world. This is achieved through courses and service projects focusing on these areas, helping students make informed, ethical decisions. . Environmental studies are covered in the 5th and 6th semesters (EVS-401 and EVS-501) and Sustainable Development in BA Economics (ECO-602, ECO-606) and Political Science (POL-502). .Gender issues are explored through courses in English (ENGH-606, ENGH-301, ENG-C3/ DSC-3), Education (EDN-602), and History (HIS-503). . Professional ethics are taught in Education (EDU-606) and Political Science

(POL/E1-601). The Eco club encourages eco-friendly campus practices and community initiatives. . Significant events include the celebration of International Women's Day on 07/03/23 by the Women Development Cell of Alder College, themed "Embrace Equity," and the two-day International film festival "Samabhav" on 27-28/05/23, in collaboration with BHODHANA TRUST and Men Against Violence & Abuse (MAVA), focusing on gender, equity, diversity, and inclusion. .The college enhances learning through interactive sessions, lectures, holistic activities, and extracurriculars organized by departments and clubs like the Students' Affairs, Women Development Cell, National Service Scheme (NSS), Red Ribbon, Youth Red Cross, Peace Channel, and the Eco-Club

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

2

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

1.3.3 - Number of students undertaking project work/field work/ internships	
60	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>
1.4 - Feedback System	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://aldercollege.com/2022-2023/">https://aldercollege.com/2022-2023/</a>
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	

<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
202	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The institution follows an inclusive admission policy and admits students seeking admission without bars. As such students with diverse levels of academic capabilities are admitted to the college. On the basis of the qualifying exam score, students are classified as slow learner and advance learner at entry. Over the course, student's learning capacity is further assessed from their performances in the internal assessments and curricular and co-curricular activities.</p> <p>To motivate the advance learners, they are given leadership opportunities and are engaged in various cells and clubs as members. They are accorded the opportunity to represent the institution in various intra/inter institutional competitions. Higher level of assignments and readings are recommended for them.</p> <p>The needs of the slow learners are identified by subject teachers and mentors and strategies are drawn to eliminate their identified problem areas. Such students are assigned</p>	

supplementary learning exercises in the form of hands-on projects, retest or improvement test, revision classes etc. Special counseling is given to slow learners. Evaluated assignments and answer scripts are made accessible to students for review to help them recognize their problematic areas and improve themselves.

Teachers and mentors consistently review the academic progress and counsel students to improve their performances.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
204	24

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

For holistic and comprehensive education various learning activities are carried out to enhance the learning experiences of students.

Providing opportunities to enhance and promote student's literary creativity and performance skills, the department of English organized an Open Mic at the college annual festival. To foster an environment of preserving culture and develop appreciation of the rich cultural heritage, education department organized a cultural program for the department students. To enrich the learning experience through interaction, the students of Education were taken to visit a special school for children with special needs and disabilities. The students of History

enacted a role play at their semestrial seminar.

In fulfillment of the course requirement, students of Environmental Science visited Peli Pru at Kohima and Sheep Farm, Poilwa to study the impact of tourism and waste management system. Students of Tenyidie undertook a field trip to the ancestral village of Khezhakeno .

Participative learning activities such as case studies, book signing tour, letter run, debates, poster making, group discussion, quiz, library activities, open book test, presentations, essay writing, cleanliness drives are organised by teachers.

To orient students on collaborating with agencies, managing events and marketing their handiworks, the annual festival, Alder Fest was organised.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution has adequate ICT facilities for teachers to employ in the teaching learning process. The college has four ICT enabled classrooms which are used for PPT and screening of documentaries and movies related to the subject content. In addition to power point presentations, educational videos, social networking sites, online learning platforms, blended learning platforms, conferencing platforms are availed by teachers and student. Efforts are made to incorporate e-learning.

Whatsapp, zoom, emails, Google meet and Google classroom and other such communication applications are used by teachers to communicate with the students in providing additional study materials, sharing links to information, addressing student's queries, providing guidance and assessing learning.

Students are encouraged to present their internal assessment works using powerpoint. Photocopier is available in the library

for students. The library is fully automated and provides easy access to e-resources.

Computers are sufficiently available to students and teachers. Photocopiers and printers are adequately provided for teachers and staff.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://aldercollege.com/ict-rooms/">https://aldercollege.com/ict-rooms/</a>

### 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

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

204

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The institution follows a transparent examination and evaluation system, overseen by the Examination Committee. The institution adheres to the university norms for 30 marks and 25 marks under CBCS internal assessment. Activities for the assessments includes writing assignments, paper presentations, class test, seminars, project-works, field visits, role-plays, viva, case studies etc. Feedbacks are provided by the evaluator on students performances to ensure achievement of the assessment objective and improvement. Classroom discussions on the question paper or topic are carried out following the internal examinations.

Internal results were declared and displayed on notice boards and on online platforms.

Teachers prepare their plan of action for assessment of learning outcomes at the beginning of each semester. Students are oriented on the mode of examination, code of conduct, pattern and mark weightage and the different methods to be employed for internal assessment at the beginning each semester.

The Examination Committee supervised the conduct of examinations, evaluations, re-exams, re-scheduling and other grievances as and when cases arise.

Internal examination related grievances and complaints were received by examination committee and forwarded to appropriate authority. Re-exams and re-scheduling were permitted depending on the genuineness of the case.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://drive.google.com/file/d/18yR7syb8CXbea09icl5c8KAZ5hE7lOxG/view?usp=sharing">https://drive.google.com/file/d/18yR7syb8CXbea09icl5c8KAZ5hE7lOxG/view?usp=sharing</a>

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

The Examination Committee ensures timely, effective and smooth conduct of internal examinations. Orientation on the examination system is provided to the fresher at the start of the semester, wherein students are apprised of weightage of marks and the many components of the evaluation process to be implemented for internal assessment.

Parents/guardians of students with very low attendance were called by the Principal for discussion before barring them from examinations in order to understand the student's absenteeism. Genuine cases were considered and internal exams were re-scheduled in consultation with the subject teachers.

The Academic Calendar fixes the period of internal assessments and determines the date of submission of marks. Assessment scores were declared and communicated at the stipulated time through notice board and online platforms vis. 10th November 2022 (Odd Semester) and 1st May 2023 (Even semester). Marking

discrepancies are resolved by the subject teacher immediately. Grievances related to internal assessments are forwarded to the authority or the Grievance Redressal Cell where resolutions are made at the institutional level.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The program outcomes are derived from the program objective embedded in the curriculum and communicated to the students and teachers in the following ways.

1. The expected outcome and objective of the programme offered by the institution is displayed in the institutional website for consumption by all stakeholders. The same is further communicated to students and teachers at the beginning of each semester.
2. Each department organises orientations for students at the beginning of each academic session, wherein the program outcome and course outcome are deliberated meticulously.
3. Every student is provided with a syllabus book on admission which contains the course objectives and outcomes which are further emphasised by the subject teachers in the classroom.

Project works, group activities, outdoor educational activities and other skill development activities are carefully designed to realise the outcomes of the programmes and course in totality.

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

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

The institution carries out evaluation through formative and summative approach to determine the level of attainment of programme and course outcomes by students.

Formative and continuous evaluations are carried out throughout the semesters to determine the attainment levels of learning outcomes set for each course. A student is required to perform a minimum of three internal assessment activities. Activities are designed taking into account the different learning levels and skills of the students. The student's scores are evaluated and communicated in formal manner. Feedbacks and inputs are provided to the students after identifying their strengths and weaknesses to widen their scope for improvement. Formative assessment has enabled the teachers to effectively monitor the progress of students. The mentors of the students also provide valuable inputs in helping students overcome their problematic areas. Remedial classes, improvement test re-teaching has helped students in improving their scores. The institution encourages exchange of learning goals among the students and teachers. Students are engaged in activities to self-assess, critically evaluate their own progress and peer assess.

Summative assessment in the form of the University End-semester Examination is conducted as the final evaluation of the students learning outcome. Results are duly analyzed and discussions for further improvement are held.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://aldercollege.com/result-2023/">https://aldercollege.com/result-2023/</a>

### 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

45

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://aldercollege.com/wp-content/uploads/2023/08/Annual-Reports-2022-23.pdf">https://aldercollege.com/wp-content/uploads/2023/08/Annual-Reports-2022-23.pdf</a>

### 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/2017/06/2.7.1student-satisfaction-survey.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

11

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

### 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 Institute organizes extension activities and outreach programmes through the NSS, Eco Club, Women Development Cell, etc where the students are introduced to cross-cutting issues, through innovative workshops, seminars and events in collaboration with the neighborhood community for holistic development of the students. Special efforts have been made to promote awareness on gender sensitization. The institution organized a one of a kind film screening on gender equity and diversity in collaboration with SAMABHAV International Travelling Film Festival. The institute is also active in promoting human values and social awareness through activities like cleanliness campaign (clean India Campaign), Voters

Awareness and clean election activity, Fit India (Kohima Smart City), etc. Various commemorative days /weeks are celebrated, some of which includes celebration of birth & death anniversary days of the national leaders, Women's day, Teachers day, world Environment Day, etc. The institute is continuing its efforts in promoting the indigenous Naga-wrestling competition among the students and neighboring communities by successfully hosting the 2nd edition of Inter-College Naga wrestling Competition. The college commitment towards a healthy community is reflected by the various programmes initiated through the various departments, clubs and cells with the different stakeholders beyond the campus.

File Description	Documents
Paste link for additional information	<a href="https://aldercollege.com/category/activities/">https://aldercollege.com/category/activities/</a>
Upload any additional information	<a href="#">View File</a>

### 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

11

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

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

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

677

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

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 adequate and infrastructural facilities for imparting quality education. The college regularly upgrades infrastructure to meet the needs of the students. There are adequate classrooms for all courses of studies. There are two main blocks of building on campus. Block A house the Chairman's office, Students' Union's office, computer laboratory, gymnasium, girls' lounge and stadium. Block B houses the administrative offices, library, teacher's common room and the auditorium.

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, and girls' lounge, one classroom with smart television for listening skill activities, play, screening of documentaries and movies. There are four ICT rooms connected with Wi-Fi and LAN including four projectors, screen and basic PA system

The library holds a collection of above 5000+ books including textbooks, reference books, periodicals and pamphlets.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://aldercollege.com/facilities/">https://aldercollege.com/facilities/</a>

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

The Institution has adequate facilities for cultural, sports and game activities. The college has an auditorium with more than a thousand seating capacity equipped with projector, good PA system, musical instruments etc. Activities of various cells and clubs such as cultural programmes, literary activities, communication skill development programs, dramas, seminars, talks and assemblies are conveniently conducted in the auditorium. The courtyard has ample space to conduct traditional dances, games and sports. The college has a basketball court/volleyball court within the campus. The indoor stadium provides ample space to conduct wrestling, badminton, table tennis and other board games. The gymnasium is well furnished and accessible to all students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://aldercollege.com/facilities/">https://aldercollege.com/facilities/</a>

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

4

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

4

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

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

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

252650

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Alder College library is automated with SOUL. The software is Integrated Library Management Software designed and developed by the INFLIBNET Centre. The college purchased SOUL version 2.0 in the year 2013 to enhance the efficiency of its library services to the users and the various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc. The Books are classified according to Dewey decimal classification using 23rd edition (DDC 23). OPACservice is also provided where the users can search the collection of books by title, author, publisher etc. The books are being bar coded and the users are given unique barcode ID. Apart from the printed books, the library has subscribed to the N-List consortium of INFLIBNET. It provides access to more than

6,000+e-journals and 97,000 +e-books. Users can access the e-resources by logging in with their college credentials at <https://nlist.inflibnet.ac.in>. User orientation is provided at the beginning of every academic session. The library provides reprographic service and internet service. The new books List are displayed for one week on the notice board.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://aldercollege.com/library/">https://aldercollege.com/library/</a>

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

21381

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

6

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**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. The college has a dedicated server computer connecting the entire computer network. Management software is installed in the server which is shared to all the computers in the network for both offline and online management system.

The college website has been developed which displays and features the activities and structure of the college. The website is linked to social media platforms like youtube, facebook and instagram.

The online admission page has been 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 LAN and upto 50 mbps for wifi. Internet is connected to a high-speed router and modem which shares internet from a strategic area to ensure full coverage of the college campus. The college internet and wifi is renewed and kept up-to-date every month. The College local area network has approximately 13 computers connected directly via LAN.

The computer lab is equipped with more than 30 computers for students and faculty with access to internet.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://aldercollege.com/ict-rooms/">https://aldercollege.com/ict-rooms/</a>

#### 4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

135144

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The institution has well drafted policy on the use of different amenities and facilities. 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. The gym has a detailed time table to accommodate maximum interested students. A professional trainer is engaged in the gym to 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 swept and mopped daily to ensure a hygienic learning environment. The students are permitted to decorate their classrooms as an expression of their artistic abilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://aldercollege.com/physical-facilities/">https://aldercollege.com/physical-facilities/</a>

**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**

164

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
209	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
209	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

08

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
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**

20

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.**

11

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

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

The Alder College Students Union executives are democratically elected to represent the students and works in tandem with the college administration and the teachers' in charge of students' affairs. Students are involved as executives and members of the various Cells and Clubs. Peace Channel is composed of students guided by teacher animators. The Class Representatives represents their classes in the Grievance Redressal meetings. Student volunteers participate and organize the events of the Red Ribbon Club, Women Development Cell, NSS, Eco Club. Students hold post in the Editorial Board and are given the responsibility of publishing the bulletin. Student volunteers assist the Admission Committee during admission.

The students assume responsibility in organizing and managing different occasions like the Fresher's Social (6th August 2022), Parting Social (12th May 2023), Cultural Day (18th February 2023), the College Sports Week held during 13-16 September 2022. The weekly fellowships are managed by a team of students under the guidance of the Chaplain. The Annual Festival is organized by a Committee including student executives and class representatives. The students were engaged in organizing and hosting the Samabhav International Travelling Film Festival. The students are actively involved in organizing the Departmental seminars and events.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

11

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)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

Alder College Alumni Association (ACAA) was formed in 2012 by a group of past pupils who had learnt to serve the society in general and Alder College in particular. It has been functioning for many years as a supportive organ of the college and playing a pivotal role in the pursuit of excellence in the field of higher education.

The goals of the ACAA are to build tradition, foster student and alumni interaction, serve the diverse needs and interests of our community, and establish a lifelong connection between ACAA members, alumni, and the university.

The alumni always come back to the institution to contribute in various ways. They get in touch with students and share their

expertise and best practices. They also play an active role in voluntary programs like mentoring students in their area of expertise. They come in as resource persons, guest speakers in the college fellowship; as referees and games assistants during the sports week, also as participants at the annual festivals. The college is proud of having a functioning alumnus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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 endeavours to impart comprehensive and relevant education keeping in view the needs and aspirations of the students. The pursuit of academic excellence is imbued with human values and social responsibilities. It follows an open admission policy upholding the principle of equality. Assessment and evaluation methods are in consonance with the affiliating university. It devises activities which encourage creative and critical thinking, develop leadership, and create exposure opportunities. The mentoring programme ensures each student receives personal attention from teachers to help develop their skills, acquire new skillsets, guidance to cope with challenges and make wise career choices. A mentee profile book is maintained by the mentors to keep track of mentee's progress.

Teachers maintain personal log book to effectively plan and execute the semestrial lessons. The same is submitted timely to the authority for perusal. Self-appraisal exercises, feedbacks and grievance redressal systems are in place and activated.

Students are presented with ample leadership opportunities through the students' union and various cells/clubs.

The powers and responsibility are clearly defined and fairly shouldered by the management, administration, faculties and staffs. The authority is updated and efficiently implements the directives and changes issued by the affiliating university and the state DHE.

File Description	Documents
Paste link for additional information	<a href="https://aldercollege.com/vision-and-motto/">https://aldercollege.com/vision-and-motto/</a>
Upload any additional information	<a href="#">View File</a>

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

A decentralized and participative management system is effectively deployed. The organogram of the institution clearly indicates the delegation of responsibilities and roles.

1. The Chairman of the board of management leads the institution in setting governing standards. He oversees the implementation of direction and strategies laid out.
2. The Principal, as the head of the institution, plans and supervises the execution of annual academic, co-curricular and extra-curricular activities. The Principal and Administrator take on all the administrative responsibilities.
3. The Vice Principal assists the Principal in taking care of the day to day affairs.
4. IQAC is the hub for academic feedbacks and quality initiatives. It formulates policies and prescribes benchmarks pertaining to administrative, academic and developmental activities.
5. The Academic Committee comprising of the Principal and all the heads of department (HoDs) prepares the academic calendar, frames action plans and oversees the functioning of respective departments.
6. The students' union assumes the responsibility of representing the students both internally and externally.
7. The different clubs and cells conduct various activities and programs to enrich the student's experiences in

keeping with the institution's objectives.

File Description	Documents
Paste link for additional information	<a href="https://aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf">https://aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

In keeping with the stated mission and objective of providing relevant wholesome education, the college has made conscious efforts to impress upon the students the themes of the New Education Policy. Emphasizing on the themes of 'unity in diversity' and 'appreciation of our culture and heritage' during the session, the college presented learning opportunities to the students through events, talks and lectures.

The 2nd edition of the Alder Fest witnessed an enhanced enthusiasm for the Inter-College Naga Wrestling (traditional) competition. The patronage, support and assistance rendered by the premier state wrestling association were testaments to the event's popularity. The event also presented an opportunity to students to try out their managerial abilities, show case their performing skills and to price and market handicrafts and culinary skills.

Hosting the Samabhav International Travelling Film Festivals on Gender Diversity and Inclusion, the student and staffs were introduced to challenging contemporary issues of gender equality, sensitivity and justice. The stirring conversations of the resource persons following the films caused audience to break biases and embrace broader perspectives.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://aldercollege.com/wp-content/uploads/2023/12/6.2-Long-term-Perspective-plan.pdf">https://aldercollege.com/wp-content/uploads/2023/12/6.2-Long-term-Perspective-plan.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The college adheres to the rules and regulations laid down by the affiliating University. Faculties and staffs are appointed as per UGC regulations. The service rule prescribes the terms of service and termination of all faculty and staffs. Students, teachers and administrative staffs are made aware of the UGC code of conduct on joining the college. The role of managing board, administration and faculties are clearly defined by the organogram.

The board of management governs the institution. The Chairman is responsible for all the activities and decisions made by the board including setting long term goals, evaluation of performances and implementation of strategies

The Principal is the administrative head of the Institution, who is assisted by the Vice Principal. The HODs fairly allocates papers to the teachers in their respective department; oversees the completion of courses; monitors academic activities; maintains students' assessment and attendance reports in their department.

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.

Faculty members are assigned responsibility to oversee cells and committees with certain degree of autonomy to plan and carry out different activities. All these bodies work in tandem for the smooth functioning of the institution

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf">https://aldercollege.com/wp-content/uploads/2022/06/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The college has in place welfare measures for teaching and non-teaching staff.

1. The Staff Welfare Union looks after the welfare of its members.
2. Leave policies are in place and implemented. Teaching staff and non-teaching staffs are entitled to casual leaves, maternity leave, study leave, medical leave and commuted leaves. Non-teaching staffs are granted earned leaves.
3. On completion of the probation period, staffs are entitled to Contributory Provident Fund.
4. Gratuity is paid to all teaching and non-teaching staff at the end of their employment.
5. Teaching staffs can request for a reliever or a substitute

in the case of extended leave for medical reasons or for further studies,

6. Financial assistance in the form of TAis granted to faculties representing the college in official programmes.
7. Non-teaching staffs are granted TA for official university duties.
8. The College also provides services and facilities such as Wi-Fi internet service; RO filtered drinking water, free access to library, Indoor Stadium, free accommodation for peon and common pool car for college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **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**

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

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 has an effective performance appraisal system to assesemployee's performance and productivity. Annual appraisals are carried out using the prescribed format of State Government

and University.

The teachers appraisal form includes personal details, area of specialisation, appointment details and contributions to the institution. Teachers furnish details of their professional and academic activities, their participation in curriculum designing, paper setting, innovative teaching methods, participation in co-curricular activities and professional competencies such as participation in seminars, workshops, research works, etc.

The performances of non-teaching staff are also assessed annually on various parameters which are critical for the functioning of the institution. The appraisal format for non-teaching staff covers key areas such as competency, updating and learning new skills in their respective areas, leadership and teamwork, discipline and regularity.

The appraisal is reported by the vice principal, reviewed by the Principal, accepted by the Chairman of the board and recorded as confidential. The principal initiates strategies for the professional growth of all the employees and accordingly communicates feedbacks to them. The system facilitates discussions on work output, and at the same time give provisions to them to highlight the professional challenges they face.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

All financial transactions is handle and recorded by the accountant. The treasurer is the custodian of cheque books and signs all cheques for high value transactions.

The accountant and treasurer check and audit monthly income and expenses. At the close of the financial year, external audits are carried out by Government Auditor/ Chartered Accountant. The accounts are prepared by the Accountant and approved by the

Treasurer, Principal, and Chairman which is then presented to the auditors. Recommendation or suggestions are taken into consideration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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

Funds are mobilized internally from the students' fees and utilized as per the requirement of the college. The main sources of funds are the semestrial admission fees and monthly tuition fees of the students. The college also receives grant in aid from the state government occasionally. A sum of rupees two lakhs (Rs.2,00,000/-) was granted to the institution by the Department of Higher Education in 2023. The fund received has been utilized to meet the shortfall in staff salary.

Since its establishment, the college strategy for resources mobilization has solely been the students' fee. Priorities are set to optimally allocate these resources to achieve the goals and targets of the college. Financing staff salary, curricular, co-curricular and extra-curricular activities are the major heads of expenses. Development works are undertaken after

meeting these academic expenses.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

Effective teaching - learning process calls for a structured, planned, organized and thought-out strategy by the teacher. To help teachers teach effectively and realize the teaching - learning objectives, the IQAC designed and published a new teacher's log book during the academic session 2022 - 2023. The log book details targeted course coverage, learning objectives, method of teaching, activities planned and records of the students performance in the CIE. It also records the teacher's routine, number of classes per day, per week and annually. It records the teacher's profile, engagement in extension activities, publications, participation in seminars and workshops. The teacher's logbook is submitted to the HOD by respective teachers on completion of the course. The HODs submit the same to the IQAC for examination and review. The log book has proven to be resourceful in preparation of annual reports.

To strengthen the Mentor- mentee program and to provide direction to mentors, the IQAC has designed and published the Mentee Profile book wherein students personal details, academic performances, attitudinal, behavioural, psychosocial, engagements in co-curricular and progress are tracked and recorded.

A reporting format for cells and clubs has been formulated to facilitate record keeping and future action plans.

File Description	Documents
Paste link for additional information	<a href="https://aldercollege.com/1313-2/">https://aldercollege.com/1313-2/</a>
Upload any additional information	<a href="#">View File</a>

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 IQAC strive to convene the quarterly meetings to set target and goals as well as review and take actions. Meetings are convened at the end of academic session to prepare the action taken and the plan of actions for the next academic session.

Teachers maintain logbook prepared by IQAC and submit the same at the end of each semester to the HOD, which is then reviewed by the HOD and duly submitted to the IQAC for perusal. The log book details the target course coverage, teaching methods and learning outcomes. It also records the continuous internal evaluation performances.

Cells and clubs maintain respective activity report and submit the same to IQAC at the end of the academic session.

Feedbacks are collected from stakeholders, analyzed and action points are noted.

All these reports are assimilated by IQAC and reports are prepared, measures for improvement are suggested and forwarded to concerned authority for action.

The IQAC organizes workshops, seminars and trainings to promote quality culture in the institution.

File Description	Documents
Paste link for additional information	<a href="https://www.aldercollege.com/1313-2/">https://www.aldercollege.com/1313-2/</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="https://aldercollege.com/wp-content/uploads/2023/08/Annual-Reports-2022-23.pdf">https://aldercollege.com/wp-content/uploads/2023/08/Annual-Reports-2022-23.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

As a co-educational institution, the college has policies and measures for the wellbeing and safety of girl students and female employees. An active Women Development Cell has been devising strategies to educate the community on various gender issues.

- International Women's Day was celebrated on 7th of March at Dr. Setu Memorial Hall with the theme "Embrace Equity" Cell. Apart from songs, dance and talks, the organizer also screened the renowned Ted Talk "We all should be feminists" by Chimamanda Ngozi Adichie at TEDxEuston.
- Presenting the two days SamaBhav International Travelling Film Festival on Gender Diversity and Inclusion was a notable accomplishment. A first of its kind in the state, the festival was organized by the college Women Development Cell in collaboration with Bodhana Trust and Mumbai based organization, Men against Violence and Abuse (MAVA). The film screenings were followed by stirring conversations with activists, filmmakers and academicians. Including guests, students from different colleges and organizations, about 200 were in attendance on both the days.
- Separate common room for girls, CCTV surveillance and gender sensitization has ensured a safe environment for female students.
- Active Grievance Redressal Cell, Anti-Ragging Cell,

Student's Union and mentoring cell has edified the community towards gender issues.

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	<a href="https://aldercollege.com/the-girls-lounge/">https://aldercollege.com/the-girls-lounge/</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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 strives to promote an environment conscious community by way of encouraging environment friendly practices. Eco- Club and NSS oversee the sanitation aspect in the campus by sensitizing the community through various initiatives.

The college has implemented policies for waste management notwithstanding the space and resource constraint.

Colour coded waste bins are provided in the campus.

Biodegradable wastes from kitchen and canteen are converted into organic manure through composting and used for the flower gardens.

A waste incinerator has been constructed. Waste paper printed on

one side are re-used for non-presentation documents.

'No single use plastic in Campus' policy is in place. Water jars and filtered tap water are opted for over pet water bottles; disposable food packets are avoided during events; students and teachers are encouraged to carry reusable food containers.

Waste water is disposed of into specific channels following directives given by the panchayat.

The college has a designated bin for E-waste which is deposited to the Municipal for proper disposal.

World Environment day is observed every year. Students are permitted to participate in related campaigns. Experts are invited to present talks and conduct workshops on waste management for students and employees.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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

<p><b>1.Restricted entry of automobiles</b>  <b>2.Use of Bicycles/ Battery powered vehicles</b>  <b>3.Pedestrian Friendly pathways</b>  <b>4.Ban on use of Plastic</b>  <b>5.landscaping with trees and plants</b></p>	
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File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

E. None of the above

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

E. None of the above

scribe, soft copies of reading material,  
screen reading

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 institutional initiatives in providing inclusiveness and pluralism to the stakeholders of the college are reflected in the mission and objectives of the college given thus: to facilitate education for all irrespective of caste, creed and culture, to make education accessible to the poorest section of the society, to foster mutual understanding between individuals and groups. Accordingly, the admission process allows creation of an inclusive and harmonious environment and is further strengthened by transparency in providing equal opportunities in hostel seat allocation, student participation and so on.

Students from various cultural, linguistic, ethnic and religious backgrounds identify themselves as students of the college while retaining their uniqueness with pride. Diverse cultures are celebrated during events such as the Annual Cultural Day, Mother Language Day, Workshops and talks on social, cultural and economic diversity. The college also organised national events under the banner of Azaadi ka Amrit Mahotsav celebrating the glorious history of India, her diverse culture and achievements.

The institution observes all national holidays listed in the state government's annual calendar and the academic calendar of the affiliating university. Employees enjoy the privilege of availing restricted holidays relevant to their communities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

To sensitize students and employees to the constitutional obligation, values, rights and duties, the institution organises talks and lectures on relevant topics; eminent personalities are invited as guest lecturers. Co-curricular activities like debate, quiz, essay writing, painting competitions etc. are centred around theme of constitutional ideals are organized.

The institution has enthusiastically enabled the students to participate in various national campaigns and programs, such as Fit India Movement, Swachh Bharat Mission, Azadi ka Amrit Mahotsav etc., to inculcate sense of responsibility, duty and oneness. The college has a fully functional NSS unit encouraging students' participation in various government led community service activities and programmes with the primary objective of developing the personality and character of the students through voluntary service.

The electoral process of the country is emulated in the annual students' union elections in an effort to instill appreciation for democratic ideals. The college has provided platform to "Clean Election" campaigns on several occasions.

In keeping with the institution's vision of producing responsible citizens, the mentoring program seeks to nurture students at personal level. Workshops, special classes on work ethics, soft skills and communication skills are conducted for student and employees to foster healthy learning and working environment.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- **The college remained closed on 8th November, 2022 on account of Guru Nanak Jayanti**
  - **Students of BA 1st Semester attended the IEC Awareness Programme-cum-Training on Waste Segregation and Plastic Waste Management at Capital Convention Centre (25th August 2022)**
  - **The college hosted the Israel-Nagaland Film Festival presented by TaFMA, Nagaland in collaboration with Israel in India on 19th October, 2022**

- The college remained closed on 24th October, 2022 on account of Diwali.
- College remained closed from 6th - 10th April 2023 on account of Easter.
- The College remained closed on account of Republic Day 26th January, 2023.
- Two students from Alder College represented Nagaland University at the All India Inter-University Judo Championship (12nd -12th January, 2023) at Lovely Professional University, Punjab.
- The Office of DC & DEO, Kohima in collaboration with Doordarshan, New Delhi organized SVEEP Campaign at the College on 22nd February, 2023.
- International Women's Day was celebrated on 8th March, 2023.
- Hosted SAMA BHAV International Travelling Film Festival on Gender Diversity and Inclusion (27th & 28th April 2023)
- Celebrated Teachers Day on 5th September, 2023.
- Two students participated in the Nagaland Olympics and Paralympic Games (22nd to 27th August, 2023)

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	<a href="#">View File</a>
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. Mentoring Programme

### 2. 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 Book of each mentee is maintained. Mentors convenes periodic meeting with mentees and parents.

#### Evidence of Success

Help identify different skills and learning abilities.

Decrease disciplinary referrals.

Enhance transparency between student and parent/guardian.

Problems encountered and resources required

Students did not take the programme seriously initially..

#### Notes

Proved to be fruitful and the institution plans to continue and strengthen the program.

### 3. Grievance Redressal System

#### 4. 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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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

Naga Wrestling as the distinctive feature of Alder College has been a success story so far. This can be attributed to the interest shown by the students and the commitment put in by the college authority to promote the sport among the students' community of the college and also the encouragement we receive from the Naga Wrestling Association by way of deputing professional referee from the Angami Wrestling Association, its affiliated member, to the college. Hence, although initially conceived as an experimental intra-institutional event, it has become a permanent feature today.

In April 2023, we have successfully organized the second edition of the Inter Collegiate Naga Wrestling Competition where 6 colleges participated. A year before in 2022, a protégé of our college Mr. Azhalhou Kire, participated at the Naga Wrestle Mania 9 (King of the Ring Series 2022) held on October 20-22, 2022 at Indira Gandhi Stadium, Kohima and was secured the second

place in the light weight category. We are hopeful that the initiative undertaken at the college in promoting Naga Wrestling among the students will be a microcosm which will act as a catalyst in the growth and promotion of the traditional Naga Sport.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

- To incorporate traditional practices in teaching-learning process for which syllabus will be worked out.
- To bring in resource persons to impart knowledge on traditional craft and Skills
- To conduct a Seminar on Student- Centric Teaching Methods
- To continue organising departmental semestrial seminar
- To continue organising frequent Cleanliness drives
- To encourage Departments to design innovative programs for students enhancement
- To organise more student's outreach activities
- To develop a long term perspective plan
- To have more collaborative programmes
- To encourage students to participate in cultural program/activities.
- To enable teachers to attend Faculty Development Programs
- Organise a Staff Development program
- Digitalize question bank
- To organise a mental Health Education/training for teachers
- Recommend the reformation of Grievance Redressal Cell
- Recommend formation of the SSC
- To devise strategies to enhance student enrolment.
- To reorganise and strengthen the Alumni Association
- To foster a research environment
- Encourage more incorporation of ICT
- To purchase a wrestling mat
- Implementation of the existing e-management system
- Organize a talk on Internet etiquette and cyber safety
- Amend the mentoring policy
- Make more effort in conducting remedial classes
- Orientation on new BA programs for teachers and students