YEARLY STATUS REPORT - 2021-2022

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. — 03702260341

- Mobile No: — 9856071763

- 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

- 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://www.aldercollege.com/wp-content/uploads/2022/11/AQAR-2020-21.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://www.aldercollege.com/wp-content/uploads/2022/12/Academic-Calendar-July-2021-June-2022.pdf

5.Accreditation Details

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

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**Grant in Aid**	**Dept. of Higher Education, Nagaland**	**2021**	**2,00,000**

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   3

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

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

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

- If yes, mention the amount

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

1. Preparation for Implementation of CBCS 2. Preparation and submission of backlog AQARS 3. Oversee the smooth transition from online to offline mode of curriculum execution. 4. Initiated the 1st Inter Collegiate Naga Wrestling competition and Alder Fest. 5. Initiated the formalizing of Mentee Profile booklet and Teacher's Log book.

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
Institution adherence to Government SOPs in regard to pandemic situation.	Online Classes were conducted for all the classes till 30th August, 2021. Following Government's order to resume contact classes, the institution saw a smooth transition to offline/ contact mode of teaching learning on 30th August, 2021.
Encourage faculty participation in FDPs	3 Faculty from English, Education and Tenyidie Department attended FDP
Conduct more extension and outreach programmes	Hosted the All Nagaland Students Union (ANCSU) General Assembly.

Design and publish Mentee Profile Book and Teacher's log book	Draft completed. Yet to be approved.
Organize an Inter-collegiate event	The 1st Edition of Alder Fest was organized from 22nd -23rd April, 2022. The 1st Inter-Collegiate Naga Wrestling was organized on 23rd April, 2022.
Preparation for implementation of CBCS	Orientation on Structure of CBCS for BA Honours and Pass Course with Ms.Narola Chuba, Asst.Professor, Nagaland University on 10th May, 2022. -Requisition of Books for CBCS - 1 Faculty from English Dept., Education Dept. and Tenyidie Dept. attended orientation at respective dept. of the affiliating university on 7th June, 8th June and 17 July, 2022 respectively.
Course Orientation to Freshers	All departments organized orientation programmes for respective students.
Mentoring programme	Mentor – Mentee Meeting was convened in the odd semester. Mentor – Parents/Guarding meeting was convened in the even semester.
Cleanliness Drive	Eco Club and NSS members organized Cleanliness drives in the campus and in the neighbourhood.
Observation of Commemoratives days	Holidays were declared on such days and concerned clubs and cells organized appropriate programmes and events.
To organize departmental semestrial Seminar	Could not be organized.

13.Whether the AQAR was placed before   Yes

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
IQAC	**09/12/2022**

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	`Alder College`
• Name of the Head of the institution	`Dr. Rukhono K. Iralu`
• Designation	`Principal`
• Does the institution function from its own campus?	`Yes`
• Phone no./Alternate phone no.	`03702260341`
• Mobile No:	`9856071763`
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• State/UT	`Nagaland`
• Pin Code	`797001`
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• Name of the IQAC Coordinator	`Ms.Jennifer Veyie`
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• if yes, whether it is uploaded in the Institutional website Web link:	https://www.aldercollege.com/wp-content/uploads/2022/12/Academic-Calendar-July-2021-June-2022.pdf	

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and compliance to the decisions have been uploaded on the institutional website?		
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• If yes, mention the amount	

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statutory body?

- Name of the statutory body

Name	Date of meeting(s)
IQAC	09/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	08/12/2022

15.Multidisciplinary / interdisciplinary

The institution has incorporated Environment Science in its BA program in keeping with the affiliating University directives.

Faculty and staffs has been oriented on CBCS through workshops organized by Nagaland University, Department of Higher Education, Government of Nagaland and the College itself.

The college has obtained permanent affiliation for the department of Tenyidie (MIL) and plans to introduce BA Honours course in the near future.

The institution plans to collaborate with other institutions to offer courses other than Arts and Humanities as and when the affiliating University issues directives.

16.Academic bank of credits (ABC):

The affiliating University is yet to introduce Academic Bank of Credits (ABC)

17.Skill development:

The institution will continue to strive for holistic development of the students. The college has been 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 through various programmes and activities organized by the different clubs and cells such as Peace Channels, Anti-Ragging Cell, Women Development Cell, NSS, Student Council, Red Ribbon Club etc.

In order to provide quality skill development training for employment the college has tied up with Bridge Point, a Skill training institute located within the college campus, which implements the skill development flagship programme DDUGKY (Deen Dayal Updhaya Grameen Kaushal Yojna) to secure a minimum of 10 seats on availability for its students.

The institution plans to resume the add-on courses in computer application, music and cooking classes which has been on hold due to the pandemic. The institution also plans to take up the Skill Enhancement Courses prescribed by the affiliating University once CBCS is implemented.

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

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 (MIL) 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 Storytelling 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. Fourthly, the college will continue to observe the National commemorative days and festivals.

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

The institution is prepared to comply with changes communicated by the affiliating University.

20. Distance education/online education:

The institution will prepare to implement the directives issued by the affiliating university. So far, directives

for implementation of distance education has not been received by the college from the University.

Extended Profile

1.Programme

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

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**267**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**60**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**99**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**22**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**22**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**12**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**3569319**
4.3 Total number of computers on campus for academic purposes	**10**

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	[View File]()
Link for Additional information	https://www.aldercollege.com/result-2021/

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

The Institution, as a regular practice, adheres to the Academic Calendar prepared by Nagaland University. Taking into account the University Calendar, the calendar is prepared by the Academic Committee and the Principal. Tentative dates for internal and external examinations are reflected in the calendar. Care is taken to include important enrichment programs and functions. The calendar is circulated among the students through respective class Whatsapp groups, uploaded in the college website and pasted on the notice boards. However, during the present academic session, strict adherence to the academic calendar was rendered impossible under the shadow of the COVID-19 situation and future uncertainty.

Teachers internally assess the students by designing the most suitable, reliable, contextual and innovative practices to assess students' learning. Efforts are made by each teacher to bring out the best internal performance from each student. Internal activities are conducted both inside and outside the classroom with a view to enhance students' learning and to ensure better grasp and mastery over the content. Attendance records of the students are meticulously maintained as regular activities such as tests, seminars, paper presentations etc. are conducted on a regular basis. Notices on academic updates, information pertaining to the mechanism of CIE and submission dates of internal assessment marks are promptly circulated.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.aldercollege.com/wp-content/uploads/2022/12/Academic-Calendar-July-2021-June-2022.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**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	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

0

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

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

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

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The institution integrates cross-cutting issues into the University Curriculum through mainstreaming relevant issues and creating learning opportunities for the students to approach them. Some courses in which such issues find emphasis are mentioned below:

Cultural Diversity and Heritage: BA Sociology (SOC-601) and BA Education (EDN-201), BA Tenyidie (EL-101)

Human Security and Development of Values: BA Education (EDN-102),

BA Education (EDU-402), Alternative English (ALTE-301)

Professional Ethics: BA Education (EDN-602), Political Science (POL/EL-601)

Gender Sensitivity: BA Education (EDN- 602), BA History (HIS-503), English Honours (ENGH-606b), English (ENGH 301)

Environmental Hazards, Sustainability and Environmental Resource Valuation: BA Environmental Studies (EVS-401 and EVS-501),BA Economics (ECO-602), Political Science (POL-502)

Human Rights: BA Political Science (POL- 502)

Human Development Index: BA Economics (ECO-602)

Human Resource Development: BA Education (EDN-303), BA Education (EDN-401)

The curriculum is supplemented by interactive sessions, talks, holistic development and other extracurricular activities organised by departments, clubs and cells. Units such as Students' Affairs, Women Development Cell and the College Fellowship present value education programmes. Keen social responsibility awareness is instilled through community-oriented programmes initiated by NSS, Red Ribbon, Youth Red Cross, Peace Channel and Eco-Club.

The institution plans for integration of more cross-cutting issues under CBCS set for implementation from 2022.

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

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

2

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

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

218

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.aldercollege.com/feedback-2021-2022/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

500

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

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

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

266

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

2.2 - Catering to Student Diversity

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

The institution adopts an inclusive admission policy. Students learning level were assessed at entry point i.e. HSSLC marks percentage and also through formative assessments activities designed by subject teachers to identify the slow and advance learners. These were implemented through tests, presentations, assignments, role play, case studies, project works, field works etc.

Slow learners were nurtured through extra classes, additional activities, re-test, revisions etc. Special attentions were given through individual counseling to identify their problem areas. Such students were given guidance and encouraged to work in the problematic areas to enable them to improve in their academic performances.

Advanced learners are given more academic responsibilities in peer learning activities. Counseling was given to encourage them to excel in their academic endeavours. They were given opportunities to represent the institution in various intra and inter institutional activities and competitions to enhance their abilities further

File Description	Documents
Link for additional Information	0
Upload any additional information	View File

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

Number of Students	Number of Teachers
267	**22**

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

2.3 - Teaching- Learning Process

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

The institution emphasizes on student-centric methods as its best practise. Learning experiences were enhanced by executing various methods.

The final semester students of Environmental Studies undertook a field trip to Nsonji Lake, Sendenyu, Tsemenyu District on Lake Ecosystem for the final year students providing the students a hands-on learning experience. Each student presented PPT presentation on the same following the trip enabling them to get acquainted with the use of ICT in learning.

English department engages its students in role plays. One such classroom activity was touched up and performed at the Alder Fest by the 2nd semester students on their prescribed drama 'Twelfth Night'.

Education department organized a nature walk with the honours students to Khonoma village to orient them on traditional jhum and terrace cultivation.

Participative learning was carried out through case studies, debates, group discussions, group projects, extempore etc. Students were given opportunities to practice microteaching and simulated teaching to help them achieve the specified learning objectives.

Catering to varying students abilities to comprehend and absorb, teachers facilitate learning by allowing each individual student to comprehend at their personal level by ensuring their involvement through varied student-centric activities.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	[0](#)

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

Teachers employ ICT enabled tools for efficient and productive teaching-learning process. In addition to the conventional mode of education, attempts are made to incorporate e-learning in the classroom. In order to help pupils develop new skills and become more competent in ICT, teachers employ ICT enabled learning tools like ppt, WhatsApp, YouTube lessons, documentary, films etc.

Students are encouraged to prepare PPT for their internal assessment projects. Students are encouraged to visit epathshala, inflibnet resources and other online study materials to avail more classroom time for discussion and lectures. Curriculum related documentary films are screened which are then reviewed and summarised by students.

The institution has four (4) ICT enabled classrooms and four (4) LCD projectors, a screening room equipped with TV and audio output, ample computers are available for academic use apart from library use and computer classes. The institution's digital library is efficiently managed and accessible to educational websites and search engines. Wifi connectivity is provided facilitating access to internet resources and catering to the need of downloading study materials for reprography and printing.

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

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

2.3.3.1 - Number of mentors

13

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

2.4 - Teacher Profile and Quality

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

22

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

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

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

0

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

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

2.4.3.1 - Total experience of full-time teachers

274

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

2.5 - Evaluation Process and Reforms

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

The institution follows a transparent examination and evaluation system, overseen by the Examination Committee. The institution adheres to the university norms for 30 marks internal assessment which include activities such as assignments, paper presentations, class test, seminars, project-works, field visits, Role-play, viva, case studies etc. Feedbacks were provided by the evaluator on students performances to ensure achievement of the assessment objective and improvement. Classroom discussions on the question paper or topic were 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 begging of each semester. Students were 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 were forwarded to appropriate authority. Re-exams and re-scheduling were permitted depending on the genuineness of the case.

File Description	Documents
Any additional information	View File
Link for additional information	0

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

The Examination Committee ensure timely, effective and smooth conduct of internal examinations. Orientation on the examination system is provided to the freshers 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.

Submission dates for internal marks are communicated to teachers well ahead of time. Assessment scores were declared and communicated at the stipulated time through notice board and online platforms vis. 9th November 2021 (Odd Semester) and 9th May 2022 (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 were made at the institutional level.

File Description	Documents
Any additional information	View File
Link for additional information	0

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.

Learning outcomes are drawn from the course objectives embedded in the curriculum and were communicated to the students and teachers in the following ways:

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

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

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

Formative and continuous evaluations were 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 such as paper presentations, test, debates, case studies, role play, assignments, seminars, book and film reviews, museum visits, field trips and project works for each course. The student's scores were 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 effective monitor the progress of students. The institution encourages exchange of learning goals among the students and teachers. Students were also encouraged to self-assess, critically evaluate their own progress and peer assess. Efforts are made to develop meta-cognitive skills in students to enable them to organize their thought processes and solve problems.

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	https://www.aldercollege.com/results/

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

99

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://www.aldercollege.com/wp-content/uploads/2017/06/annual-report-2021-22-1.pdf

2.7 - Student Satisfaction Survey

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

https://www.aldercollege.com/wp-content/uploads/2022/12/Student-Satisfaction-SurveySSS.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

3

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

3.2 - Research Publications and Awards

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

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

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The college is actively involved in many community extension and outreach programmes, where the students are exposed to cross-cutting issues, through innovative workshops, seminars and events. The college promotes awareness on Gender sensitization, environmental consciousness, cultural harmony, health and hygiene, sports, etc. Various commemorative days /weeks are celebrated, some of which includes 'International women's Day' celebrated on 8 March with the theme 'Gender equality for a sustainable tomorrow', The 1st Intercollegiate Naga wrestling (Kene) competition was hosted by the college on 23rd April which is a huge step in promoting the indigenous sports among the student. The children from neighbouringTabitha Enabling Academy, a school for special

children and Day Spring, a pre-school were invited to participate at the Alder Fest. The college commitment towards a healthy community is reflected on its various programmes initiated through the NSS and eco club, where the students usually do social work for the community with the intent to learn and spread environmental awareness and strengthened for redressal at societal level. One of the college objectives is to maintain a productive relationship with the different institutions beyond the campus through different projects such as seminars, webinars, various intercollegiate competitions, workshops, etc.

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/category/activities/
Upload any additional information	View File

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

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

0

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

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

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

7

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

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

2

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

3.4 - Collaboration

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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

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

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

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

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

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

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

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

`4`

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

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

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

`65010`

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

4.2 - Library as a Learning Resource

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

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

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

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

`the students.`

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

The traditional system of circulation is followed by keeping a record in the Accession Register of issuing and returning books.

There are four Computers accessible to students, one printer accessible to students for photocopying and printing out study materials.

The Library has an internet band width of 50 Mbps and for LAN is 100Mbps speed till 2.5 TB.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.aldercollege.com/library/

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

30,319

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

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

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

351

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

4.3 - IT Infrastructure

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

The college has a well-equipped IT infrastructure to meet the requirements of students and staff. 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 25 computers for students and faculty with access to internet.

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

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	[View File](View_File)
Student – computer ratio	[View File](View_File)

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

300336

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

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

The institution has well a 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	**No File Uploaded**
Paste link for additional information	https://www.aldercollege.com/policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

230

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

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

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

0

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

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	**E. none of the above**

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

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

0

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

0

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
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	View File

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

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

government examinations) during the year

`0`

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

5.3 - Student Participation and Activities

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

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

`10`

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

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

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

administrative, co-curriculars and extracurricular activities. Alder College students also initiate in the Editorial board. Two Class Representatives from each class serve to coordinate with the different agencies in the college.

Fresher's Social, Cultural cum Parting Social, Teachers Day celebration, Annual Sports Week were organized by the ACSU. The Union also hosted the 1st Union Assembly of the All Nagaland College Students Union. Weekly Wednesday fellowships and Pre-Christmas program were organized by Alder College. The Union executives along with volunteers representing respective classes assisted the organizing committee in managing the first edition of Alder Fest.

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

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

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

8

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

5.4 - Alumni Engagement

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

The Alder College Alumni Association was formed on 15th May 2012, however the association is yet to be registered. . The alumnus of the college have been actively contributing in assisting in the field of sports, writing in magazines, providing media coverage, giving valuable advices to the current students, acting as a resource person in the various programs, awareness programs, contributing financially out of their own joy to the prizes that were awarded to competitors of various events etc. By engaging with the Alumni Association, the Alumnus can give back to their alma mater and impart the skills they have honed and share their experiences in the real world.

The 1st Alderians (1992-94) batch of Alder College, Kohima gathered for a reunion on 15-10- 2021 at Khruomo Mechiiki Tsiatsiiphe, Kohima. The office bearers composed of the President, the VP, GS, AGS, Treasurers and Advisors. The alumnus of the college on the occasion stood in front of their batches and stressed on the need to carry out some charitable works, institute Trust Fund to help needy people, live up to the truthfulness in life, assist one another be it emotionally, physically or mentally.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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

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

Its main mission is to impart quality education irrespective of caste, creed and culture and also to make education accessible to the poorest section of society and the remotest corner of Nagaland and beyond.

The Institution adopted the system of decentralization and participatory governance in all its functioning where powers and responsibilities are fairly shared by different bodies/committees. It also emphasises collaborative administration by incorporating all its stakeholders.

The teachers play pro-active role in decision-making processes in the Institution. No major decision is taken without the consent of the teachers. The Institution has set up various committees (Statutory and Non-Statutory) for administration and academic. All teachers are made to be in-charge of different cells/committees basing on their capabilities and expertise. Authorities and responsibilities are delegated to teachers accordingly so that they manage their respective cells/committees.

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

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

The College promotes and upholds decentralization and participative management in its functioning and management to ensure more accountability and efficiency. The Institution has adopted a well-structured organisational arrangements where powers and functions pertaining to administration and academic are divided and delegated to various bodies/committees. Various statutory and non-statutory committeeswereset up and delegated different responsibilities.

The Management and IQAC formulates policies, frame the perspective plans and take major decisions pertaining to administrative, academic and developmental activities.

The Principal assumesoverall responsibility ofadministration and academic activities. The Principal presides the over the meetings, coordinates different committees and supervise their functioning.

The Academic Committee comprising of the Principal andthe HoDsprepare and design policy for quality education, charts out the academic calendar, frames theaction plans.

All the teaching and non-teaching staffs are actively engaging in their respective committees to ensure holistic development of the Institution.

The Institution under its policy of collaborative governance, gives paramount importance to all the stakeholders such as the Students' Council (ACSU), the Alumni and the parents/guardians to give inputs and feedbacks through feedback mechanism, alumni meet and mentor-parents/guardians meet in order to improve and upgrade its standard constantly.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In keeping with the mission and objective to develop and hone various interests and talents of the students, platforms in the form of art programmes, literary programmes, games and sports programmes are designed and organised. One such strategic plan effectively deployed was the Alder Fest 2022 which was planned and organised as per IQAC's decision.

The first edition of Alder Fest was organized from22nd-23rd April 2022.The Fest was conceptualized to provide a platform for those students with keen entrepreneurial and showmanship skills, at the same time to also foster community spirit through fun activities. Events such as open mic, mukbang, karoake. traditional fire makingwere organizedtaking into accountthe enthusiasm of the students community with the current trend. Stalls for games andfood were set up by students, faculties and staff. Art pieces, decorative itemswere also displayed. The Fest also witnessed the 1st inter-college Naga wrestling competition organised in

collaboration with Nagaland Wrestling Association. It may be noted that the Naga Wrestling competition isone of the distinctive featureof the College. The Fest concluded with a musical concert by an artist of national renown.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.aldercollege.com/alder-fest-2022/
Upload any additional information	No File Uploaded

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

The Institution being an affiliated College follows and abides by the general policies laid down by the UGC, Nagaland University and Higher Education Department, Government of Nagaland. It has well defined guidelines and policies in place which are strictly adhered to by all the administrative and academic committees in discharging their duties.

The structure of the institution is based on the hierarchical system and powers and functions are delineated as indicated by the organogram. The management of the institution is divided into administration and academics under which various committees are set up to perform different tasks and to take care of different aspects to ensure holistic development of the students.

All appointments are made in compliance with the affiliating university and UGC guidelines.

The institution has well-defined service rules for teaching and non-teaching staffs which cover areas like the code of conduct, discipline, leaves, appointment and regularization, promotion, retirement and termination.

Effective feedback mechanism is in place to guide the institution in striving for continuous growth and excellence.

File Description	Documents
Paste link for additional information	https://www.aldercollege.com/policies/
Link to Organogram of the Institution webpage	https://www.aldercollege.com/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

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

6.3 - Faculty Empowerment Strategies

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

The institution has taken welfare measures for its teaching and non-teaching staffs. The welfare measures are designed to uplift and benefit faculty and staff. The existing welfare measures are mentioned below:

1. **Staff welfare union: All teaching and non-teaching staffs are members of this union mandatorily. The union looks after the welfare of its members and also takes care of Grievance Management System (GMS)**
2. **Leave: Both faculty and staff are eligible for availing casual leave, maternity leave. On the other hand faculty can avail study leave and staffs are entitled to earned leave.**
3. **Substitute teacher: In the case of extended leave on medical ground or further studies, a reliever is arranged in the form of substitute teacher temporarily.**
4. **Financial assistance: TA/DA is sanctioned to attend official**

programmes like seminars or examination related duties representing the college.

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

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

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

1

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

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

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

0

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

4

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

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

The institution exercises annual performance appraisal and annual self-appraisal for all employees by adopting the state government and university appraisal formats. The appraisal format includes the peronal details, area of specialization, appointment etc.

Teachers furnished details of their professional and academic activities, their participation in design of curriculum, question setting, innovation in teaching methods, participation in co curricular activities and professional competencies such as participation in seminars, workshop, research work etc.

Appraisals are carried out annually, reviewed by the principal and recorded as confidential report. The principal initiates strategies for the professional growth of the teachers and accordingly communicates feedbacks to the teachers. The system facilitates discussions on work output, and at the same time give provisions to teachers to highlight the professional challenges they face.

The appraisal format for the non-teaching staff covers keys areas such as competence, contribution and skills. The principal evaluates and reviews the report. The exercise is followed up by discussion and counselling to strive for excellence. The appraisal system adopted in the institution is based solely on performance and is free of any bias.

File Description	Documents
Paste link for additional information	[0](0)
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The institution carries outinternal and external financial audits . All the financial transaction are handled and recorded by the accountant. At the close of every financial year, the accountant prepares the annual income and expenditure statement which is then approved by the chairman, treasurer and principal. The same is then audited by a Chartered Accountant at the close of the financial year.

Apart from the external audits, monthly internal audits are carried out by the treasurer and accountant. The treasurer is the custodian of cheques books and release cheques for big transaction. The accountant prepares monthly anticipated expenditure which is put up by the principal, forwarded to the

chairman and released by the treasurer. The income of internal
audit are usually receive through the admissions and tuitions fee
of the students whereas the expenditures goes on various works
such as stationary, vehicle maintenance, bills, academics, college
occasion such as Alder fest, fresher day, TA-DA and refreshment
etc.

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

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

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

0

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

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

The funds are internally mobilized and managed as per the
requirement of the college. The main source of funds mobilization
for the institution is received through the yearly admission fees
and monthly tuition fees collected from the students. The funds
received from the students are utilised for payment of salary and
wages of the employees, office expenses, material supply and
machinery equipment.

In the year 2021-2022 the institution have receive Grants- in- aid
amounting to 2,00,0000/- (Rupees two Lakhs) from the department of
Higher Education, Nagaland in the month of April, 2021. The fund
has been utilized to meet the shortfall in staff salary.

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

6.5 - Internal Quality Assurance System

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

In keeping with its objective of quality assurance, the Alder College IQAC has contributed to institutionalizing the Mentoring Program and the Grievances Redressal System. IQAC ensures the inclusion of the Mentor-Mentee meetings and Parent-Mentor meetings in the annual academic calendar. IQAC examines the mentor-mentee assignment prepared by the programme incharge and make suggestions to keep it at desirable ratio. It also examines mentors record annually. It has initiated to draft a more systematic and formal Mentee Profile book. The IQAC ensures inclusion of Grievance Redressal meetings in the academic calendar. The IQAC has prompted the idea of a suggestion box for free expression of grievances from all students. Feedbacks are reviewed and acted upon. One such instance is the launching of a two day fest – Alder Fest - an expressed desire of the students to provide a platform for fostering community feeling among stakeholders, neighbours and well-wishers.

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

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

The IQAC endeavours to have its quarterly meetings to set target and goals as well as review and take action. The IQAC's proposal to publish a systematic teachers Log book and Mentee Profile book has been drafted and awaiting publication. The need for such books was felt to enable a more systematic method of reviewing teaching

and learning process. IQAC also make recommendations and suggestions for innovative teaching-learning methods. It has also impressed upon the management the importance for upkeep and update of teaching tools and the need to closely monitor the use of infrastructure for optimisation. IQAC receive the course completion reports from the HODs at the end of each semester and ensures that student-teacher feedbacks are obtained each academic year.

File Description	Documents
Paste link for additional information	[0](#)
Upload any additional information	No File Uploaded

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

File Description	Documents
Paste web link of Annual reports of Institution	https://www.aldercollege.com/wp-content/uploads/2017/06/annual-report-2021-22-1.pdf
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has taken up measures to sensitize its staffs and

students on gender equity. There is no discrimination in the admission process. All courses are offered to students irrespective of their gender. A Women Development Cell functions to sensitize the students on gender issues, educate women on their rights and responsibilities, present opportunities to empower and orient them with various life skills etc. The college actively promotes and creates awareness on gender equity. Interested female students are allowed to contest in any post to the students union office without any barrings. Mention may be made that the post of women coordinator is reserved only for female students. There is a 'girls only' lounge with ample privacy for girl students within the campus.

International Women's Day was celebrated on March 8, 2022 with the theme 'Gender Equity for a Sustainable Tomorrow'.

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

File Description	Documents
Annual gender sensitization action plan	0
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.aldercollege.com/the-girls-lounge/

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

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

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

Hazardous chemicals and radioactive waste management	

The college Eco- Club strives to create environmental consciousness in and off campus through its various programs and activities. Rain water is harvested; Kitchen waste is composed and used as plants feeds in the flower garden, printing of rough work is done on used paper. A waste incinerator is constructed to dispose wastes responsibly. The college has initiated a "No single use Plastic" campaign in the campus. World Environment day is observed every year. The college advocates the three R's policy and incorporates measures into everyday routine. To reduce waste, staffs and students are encouraged to carry reusable water bottles, buffet tables are set instead of serving bento meal boxes, reusable cutlery and serving utensils are used in the canteen, reusable wash clothes and napkin are used in the kitchen, campus wastes are segregated and cleanliness drives are frequently organised.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

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

7.1.5 - Green campus initiatives include	

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 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, scribe, soft copies of reading material, screen reading	E. None of the above

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

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

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

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

Fresher's Day cum Cultural Day was observed on 24th September 2021. Alder Fest was held from 22nd -23rd April. BA 2nd Semester Students of Education Department organized a trip on April 27th to State Museum and visited a two-day book exhibition/ sale at the Department of Art and Culture, Government of Nagaland. BA 6th semesters went on a field trip to Makhel, Manipur on April 30th 2022. Three students participated in the 1st BIENNIAL Intercollegiate Naga Wrestling Competition organized by Sazolie College,Phezhu, Jotsoma held on 6th May 2022.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

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

The objective of the institution is to train the students to be a responsible citizen. Values of varied kinds are being inculcated in the minds of the students through academic activities and other extra-curricular activities. National holidays are being observed as highlighted in the academic calendar. The importance and educational implications as such are instructed to the students through course contents as well.The annual election for Alder College student body exercised thier right to vote and justice. Social works are conducted from time to time to inculcate the sense of duty and labour and also cleanliness drive. Mentor mentee program is an excellent effort and practise from teachers to students relationshipto learn from each other and remind them thier duties ,values and responsibilties toward the college and to oneself.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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	C. Any 2 of the above

students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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

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

- **Red Ribbon Club in collaboration with the Nagaland Aids Control Society, Kohima, organized a One-Day Awareness Programme on 23rd September 2021.**
- **Two NSS members participated the seminar "Not me But you" a three day Seminar organized by NSS Cell, Department of Youth Resources and Sports, Government of Nagaland in collaboration with Regional Directorate NSS under Ministry of Youth Affairs and Sports, Government of India from 9th -11th September 2021 at St. Joseph College, Jakhama.**
- **A Pencil Sketching Competition 'Give A Little Save a Life' was organized by Red Ribbon Club on Blood Donation day on 17th November,2021.**

- **Orientation programme on "Peer Mediation Forum" was held on 17th November 2021 for the members of Peace Channel Club.**
- **International Women's Day was celebrated on March 8, 2022 on the theme "Gender Equality Today for a Sustainable Tomorrow", organized by the Women Development Cell.**
- **National holidays were observed as indicated by the affiliating University Calendar.**
- **Restricted holidays/optional holidays were availed by faculties on tribal festival days.**

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

7.2 - Best Practices

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

1.Title of the best practise: Mentoring Programme

Objectives of the practice - to help students identify their strength, weaknesses - to minimize dropouts - to keep parents/guardians updated. Context Students need guidance to progress in their academics, personality development and interpersonal relationships.

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

Evidence of Success: Helped identify different skills and learning abilities. Decreased disciplinary referrals. Transparency between student and parent/guardian.

Problems encountered and resources required: Students did not take the programme seriously initially.. Notes It has proved to be fruitful and the institution plans to continue with it.

2.Title of the best Practice: Grievance Redressal System

Objectives - To enable students to express their grievances and problems;

- to provide a mechanism for settlement of grievances.

Context: Young adult's frustrations and resentments get aggravated if they are not addressed. Practice Aggrieved students can confide in their mentors, teachers, CR or drop their complaints in the 'Suggestions Box'. GRC meetings are convened to resolve issues.

Evidence of Success: Several complaints have been received and addressed.

Problems Encountered:

- time consuming.

- delayed resolution due to formalities

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

At Alder College, we strive to provide opportunities to students for a holistic development through co-curricular activities. In this endeavour, Naga wrestling has become identical with it. In fact, over the years, it has emerged as the distinctive feature of the college. While we are cautious that it would be presumptuous to assume that it results in a large students' admission into the college for lack of quantifiable data, its vindication is not untrue either.

A result of the painstaking efforts undertaken, Naga wrestling has become synonymous with Alder College. The Naga wrestling which is a traditional sport of the Tenyimia tribes of Nagaland witnessed an increase in participation from 12 in 2013 to 28 in 2021. During the Alder Fest 2021, the first ever ANNUAL INTER-COLLEGIATE WRESTLING COMPETITION, 22 participants from 11 colleges including two from non-Tenyimia students, an Ao and a Lotha participated in the competition.

An achievement worth mentioning is that Mr. Azhalhou Kire, the winner for the first Annual Inter-collegiate Naga wrestling competition, went on to win the runner-up position in the first Biennial Naga Wrestling Competetion organized by Sazolie College, Jotsoma on the 6th of May 2022.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Organise a workshop on Mentoring for mentors.
2. Organise programme on gender issue.
3. Organise a seminar on Student- Centric Teaching Methods.
4. Organise more cleanliness drive.
5. Organise semestrial seminar.
6. Design ways to incorporate traditional crafts in teaching practices.
7. Have more student's outreach Activities.
8. Amend the ACSU constitution.
9. Organise cultural day.
10. Publish guidelines for Alder college staff welfare union.
11. Prepare new teachers log book.
12. Design and publish mentee profile book.
13. Develop long term perspective plan.
14. Prepare and submit AQAR 2022 on time.