



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

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>K.K. HANDIQUE GOVT. SANSKRIT COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Bandana Handique</b>	
• Designation	<b>Principal i/c</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>9101301527</b>	
• Mobile No:	<b>9101301527</b>	
• Registered e-mail	<b>principal@kkhgsc.org</b>	
• Alternate e-mail	<b>bhandique2@gmail.com</b>	
• Address	<b>Jalukbari, Guwahati-781014</b>	
• City/Town	<b>Guwahati</b>	
• State/UT	<b>Assam</b>	
• Pin Code	<b>781014</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Kumar Bhaskar Varma Sanskrit and Ancient Studies University				
• Name of the IQAC Coordinator	Dr. Nilakshi Devi				
• Phone No.	9954202206				
• Alternate phone No.					
• Mobile	9954202206				
• IQAC e-mail address	nikshi.mon@gmail.com				
• Alternate e-mail address	nikshi.mon@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://kkhgsc.org/pdf/SSR_of_KKH_GSC.pdf">https://kkhgsc.org/pdf/SSR_of_KKH_GSC.pdf</a> (This is our first AQAR, details are mentioned in the helpdesk)				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://kkhgsc.org/assets/kkhgsc_docs/2.%20a)ACADEMIC%20CALENDAR%202022-23%20New.pdf">https://kkhgsc.org/assets/kkhgsc_docs/2.%20a)ACADEMIC%20CALENDAR%202022-23%20New.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.53	2022	21/09/2022	20/09/2027
6.Date of Establishment of IQAC		19/08/2016			
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	
NA	NA	UGC	2022	0	
8.Whether composition of IQAC as per latest NAAC guidelines		Yes			

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>8</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<b>Promotion of the teachers, Orientation Programme for the students</b>	
<b>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</b>	
Plan of Action	Achievements/Outcomes
<b>Feed back taken from the students</b>	<b>assessment on that basis</b>
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
<b>Nil</b>	<b>Nil</b>
<b>14.Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2022-23	23/02/2024

### 15. Multidisciplinary / interdisciplinary

The traditional pattern of Higher Education was probably valid when Higher Education was elitist and the number of students were fewer. With, higher education become egalitarian, it is now necessary to educate a large number of students coming from different back grounds. in the changed international scenerio, the mobility of students is one of the pre-condition for recognition of qualifications for employment generation. Hence, the major changes may be brought about by introducing new system like Multidisciplinary/ Interdisciplinary courses, which will develop all capacities of students, i.e. intellectual, social, aesthetic, physical, mental and moral in an integrated way. The implementation of multidisciplinary and holistic education in the higher educational institution has become mandatory as per the New Education Policy, 2020. Further, it is to be mentioned that K.K. Handique Govt. Sanskrit College was established as a language development college. So being the only Sanskrit College of the entire North- East, it has been now emphasising on those topics based on the sciences like Yoga, Jyotisha, Karmakanda, Tantra etc.

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

The Academic Bank of Credits (ABC) offers flexibility in academic programs, helping to reduce dropout rates and improve Gross Enrollment Ratio (GER) in higher education. Students are given multiple entry and exit options, with digital entry ensuring transparency and providing unique IDs. However, limitations exist in our college due to the lack of specific funds and expertise to proceed in the case of academic bank of credit .Students may not have access to national schemes like SWAYAM, NPTEL, and V-Lab. Despite challenges, online submission of forms and payments, as well as unique IDs for students, have streamlined admission and examination procedures, especially during the Covid-19 pandemic.

### 17. Skill development:

3. Skill development is essential in education to prepare young people for various career paths and multiple job changes throughout their lives. Vocational education, also known as career and technical education, focuses on practical skills rather than just theoretical knowledge. These courses equip students with specific skills needed for their chosen careers. In the past, vocational courses were limited to certain jobs, but now they encompass a wide

range of industries, including tourism, information technology, retail, and more. Vocational education emphasizes hands-on training and helps students develop skills like self-reliance, teamwork, and problem-solving. Yoga, originating from India, is gaining global recognition as a holistic approach to physical, mental, and spiritual well-being. While efforts have been made to introduce skill-based programs like the Yoga Diploma Course, there are still challenges in gaining recognition and acceptance. In line with this vision, a Diploma in Yoga Studies was inaugurated in 2018, followed by the initiation of a Postgraduate Diploma in Yoga Studies in 2019, and subsequently, the establishment of a Master of Arts program in Yoga in 2023. It is noteworthy that all these courses have been duly recognized by K.B.V.S.A.S.U, underscoring their commitment to excellence in the field of yoga education.

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

As an institution dedicated to Sanskrit education, K.K. Handique Govt. Sanskrit College aims to preserve and promote Indian culture and heritage. We have developed a comprehensive Master Plan for both infrastructure and academic enhancements. Our plans include the construction of facilities such as an Archive, Meditation Hall, Sacrificial Fire Pit, Open Classroom, Library, and Research Center to showcase and safeguard the rich Indian cultural heritage. We are proud to mention that our college houses a Manuscript Conservation Center supported by the National Mission for Manuscripts, New Delhi. Our library contains a vast collection of manuscripts, and we continue to gather more from various sources for conservation efforts. Moreover a paper on IKS was introduced in the second semester under FYUGP.

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

Currently, there's a growing recognition of the importance of Sanskrit language and literature in education. In Assam, many institutions and individuals are working to promote this rich language, literature, and culture. Sanskrit, being the foundation of many Indian languages, is even used as a computer language now. Moreover, as the relevance of Sanskrit language and literature in various fields like Engineering, Medicine, Social Sciences, Economics, and Education is increasingly acknowledged, scholars and experts in Sanskrit may be required in various institutions such as technological, medical, engineering, and educational research centers. To meet this demand, K.K. Handique Govt. Sanskrit College aims to introduce science based subjects from ancient India, such as Spoken Sanskrit, Yoga, Astrology, Rituals, and Philosophical

Systems, as part of its curriculum.

## 20.Distance education/online education:

K.K. Handique State Open University, established under the KKHSOU Act of 2005 by the Government of Assam, is recognized by the Distance Education Council, New Delhi (now DEB, UGC). It has the authority to award degrees under Section 22 of the UGC Act, 1956. As the 14th open university in India and the only one in Northeast India, its motto is 'Education Beyond Barriers.' The university aims to provide easily accessible quality higher education and training using the latest educational technology. With flexible learning options and evaluation methods, it strives to offer equal opportunities for higher education to all, including those who may have been deprived or denied access in the past. On October 6, 2016, an agreement was signed between K.K.H.Government Sanskrit College henceforth called the host institution and KKHSOU, referred to as the University, to establish a Study Center. The main aim of the Study Center is to provide opportunities for students who are unable to attend regular classes due to various commitments. Many students have successfully completed their studies through this Study Center. The University appoints the Principal or head of the institution as the Center-In-Charge, responsible for overseeing the Study Center's operations. Additionally, a full-time teacher recommended by the Principal is appointed as the Coordinator to assist the Center-In-Charge. Both the Center-In-Charge and the Coordinator jointly manage the finances of the Study Center through a designated bank account. The University provides funding to the host institution to support the various activities of the Study Center. Counseling sessions are conducted on fifteen Sundays for a six-month course and thirty counseling sessions for a one-year course. Additionally, the Study Center offers library facilities to learners from K.K.H. Govt. Sanskrit College. The University supplies self-learning materials (SLM) to distribute among the learners. Currently, the Study Center offers a BA Arts stream with 20 students enrolled. The pass percentages for each semester are as follows: 1st semester - 90%, 3rd semester - 50%, 5th semester - 100%.

## Extended Profile

### 1.Programme

1.1

12

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

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

**2.Student**

2.1 114

Number of students during the year

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

2.2 102

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

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

2.3 34

Number of outgoing/ final year students during the year

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

**3.Academic**

3.1 12

Number of full time teachers during the year

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

3.2 34

Number of Sanctioned posts during the year

## Extended Profile

### 1.Programme

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

12

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

### 2.Student

2.1  
Number of students during the year

114

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

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

102

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

2.3  
Number of outgoing/ final year students during the year

34

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

### 3.Academic

3.1  
Number of full time teachers during the year

12

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



3.2	34
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	275.82273
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	7
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

K.K. Handique Govt. Sanskrit College, Guwahati (earlier named Assam Sanskrit College) was established in 1970 by the Govt. of Assam for the study, popularization and development of the Sanskrit Language through traditional teaching learning method under language Development Scheme. The college was established with the help of Assam Sanskrit Education Committee headed by Dr. Jogiraj Basu and Dr. Dimbeswar Sharma as the Member Secretary, and Dr. Mukunda Madhava Sharma and some scholars of that period as members. The college was earlier affiliated to the Gauhati University and now affiliated to Kumar Bhaskar Varma Sanskrit and Ancient Studies University vide memo No.AHE.370/2021/57.

Being an institution of Sanskrit education, it is the primary objective of K.K. Handique Govt. Sanskrit College to preserve, promote and spread the rich culture and tradition of Sanskrit language and literature in the entire North-Eastern region of India.

To ensure effective implementation of three objectives there are provision of weekly seminars, talks, Sanskrit debate, Spoken Sanskrit etc. These practices help our students in their personality development. The students passing out from this college could participate in National Seminars and able to make their professional carrier.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The curriculum is being implemented though a planned mode, as per the direction of the Academic Council of concerned University. Every year the University has given the academic calendar for the affiliated colleges to be followed. The academic calendar specifies the schedule of classes, working days, examination (internal and external )holidays, Summer Vacation, Annual College Week, Students' Union Election etc. Further different academic programmes organised by some other NGOs and organization like Sanskrit Bharati, Assam Sanskrit Mahasabha, Assam Sanskrit Students Union, Assam Sanskrit Adhyapak Sanmilan are also relevant with the academic year which reflect the present scenario and future prospect in the development of Sanskrit in Assam.

The teaching staff is supported by procedural and practical measures for enhancement of teaching practice and effectively translating the curriculum in to mother tongue (or into English) for easy communication.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**Academic council/BoS of Affiliating University**

**Setting of question papers for UG/PG programs**

**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**

**Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

11

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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 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 college authority undertake different activities to integrate cross-cutting issues such as gender issues, Environmental education, Anti tobacco activities, awareness for AIDS etc. The institution being a co educational one always keeps the provision of equal representation of students of both the sexes in time of participation in various activities. There is a Women cell in the college which under the umbrella of the college authority, undertakes various programs to bring gender sensitization among the students. The Women cell observes international Women's Day on 8th March every year by holding various programs related to gender issues. As per the University guidelines environmental study is a compulsory subject in the curriculum. Hence the institution has made it mandatory for each and every student to participate in programs of field study on different Environmental issues and to submit a project report on this. The NSS wing of the institution observes International Environment Day on 5th June, every year and

have planted a number of trees inside the college campus and also done cleanliness drive. Sometimes it is extended to the community villages nearest to our college.

The Anti Tobacco Cell of K.K. H. Government Sanskrit College was established in the year 2017. It has been organising lecture programmes with a view to bring about greater awareness about the harmful effects of tobacco use and about the Tobacco Control Laws. Since 2009, the college has been declared a Tobacco Free Zone.

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

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

3

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

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

1

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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

C. Any 2 of the above

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

### 1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://kkhgsc.org/assets/kkhgsc_docs/57.Student%20Satisfaction%20Servey,2022-23.pdf">https://kkhgsc.org/assets/kkhgsc_docs/57.Student%20Satisfaction%20Servey,2022-23.pdf</a>

## 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

480

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

43

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Advanced learners are identified through their performances like sessional test, home assignments, co- curricular activities etc.

Remedial classes are done by the departments to bridge the knowledge gap for the slow learners. After attending the classes for one week class tests are taken as a part of the assessment process. Departmental Seminars for enrichment of knowledge of the students are also organized in every Thursday.

The students are given support and response in terms of knowledge and skills. Mentors are continuously monitoring the progress of all the students.

File Description	Documents
Link for additional Information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/60.%20Mentor%20list.pdf">https://kkhgsc.org/assets/kkhgsc_docs/60.%20Mentor%20list.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
114	12

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

## 2.3 - Teaching- Learning Process

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

IQAC of the college is an in-house authority for improving the quality of teaching-learning process. Class in-charge of B.A. M. A. and H.S. respectively, constantly monitor the classes and also the courses included in the curriculum.

The other is engaged in monitoring various general courses included in the curriculum. The daily progress report of every faculty member is recorded in diary. Self-appraisal report is maintained. Close contact with the students are maintained. Parents teacher meet, alumni meet are held regularly. The IQAC of the college is a responsible body for up-to-date information uploaded on academic matters. The IQAC collect the students' feedback and takes necessary remedial measures. The IQAC coordinator has awareness about the NAAC related guidelines for the overall academic and administrative development of the institution.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf</a>

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

The traditional so called "talk and chalk" method is still maintaining in the classroom teaching. Though the advanced application of ICT tools in classroom learning is essential, yet no solution has come to change the situation. It is fact that we have miles to go in order to provide such facilities as required.



Due to shortage of fund ICT tools in all the class rooms could not provided. At present, we are able to do only one digital class/conference room to break the monotony in the lecture classes and to give a scope for active learner. The conference room is partly digitalised for the purpose.

The following discussion and seminars were arranged in digital mode in last few years.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

14

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

### 2.4 - Teacher Profile and Quality

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

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
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

10

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

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

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

224 years

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

Students of our college are assessed on the basis of 2 sessional examinations, home assignments, group discussions/seminars held in a phased and robust manner in each semester by the subject teacher concerned. The marks of the internal assessment secured by the students are shown to them in the classrooms and each student is given the opportunity to ask about their performance and clear their respective doubts. Marks of all the internal assessments are recorded in a register.

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

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

A transparent, time-bound and efficient mechanism is being followed in terms of dealing with internal examinations related grievances.

The continuous examinations of students regarding home assignment, unit test, group discussions is carried out by the respective departments. Each department evaluates the paper within a week of conduction of examination and the evaluated answer scripts are then shown to the students in the class and faculty undertakes individual grievances with a student on the paper if required by the student. At the end of the semester the average ranks of internal examination or tests are calculated and verified with the students. If any discrepancies are reported by the students then these are resolved by the faculty of the internal committee, immediately.

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

## 2.6 - Student Performance and Learning Outcomes

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

Government Sanskrit college with its identifiable dedication to widening horizons of Sanskrit learning has integrated with

Sanskrit text of national repute in undergraduate level that is BA Sanskrit program. The curriculum framework has a resourceful amalgamation of indigenous knowledge with modern institutional forms. They bear definite interdisciplinary focus with an accent on employability. Learning and creative writing skills are encouraged in order to outcome concure with the vision, mission and core values of K. K. Handique Govt. Sanskrit College. Environment and Sustainability, Human Values and Professional Ethics are assimilated with the traditional systems of Sanskrit learning. Continuous assessment of the syllabus leads to periodic revisions and the syllabus of UG courses in B A Sanskrit has elective subjects life History, English, Assamese, Environmental science etc. Now CBCS mode is considerable for academic flexibility. Innovative Programs like Yoga (UG and PG), Jyotisha, certificate course in Karmakanda, Tantra, Sankhya with relevance to Sanskrit learning have been introduced. The college has an Advanced and Slow learner policy and mentor programs and providing remedial classes. Continuous evaluation and formative assessment are the core of the assessment process and with the help of the automated examination wing of each semester are held within six months.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The teaching staff and students are supported by procedural and practical measures for enhancement of teaching practice. The teacher effectively translating the curriculum in to mother tongue (or into English) for easy communication. All the Faculty Members are being granted leave (relieving from college duty) for participation in the Orientation Course, Refreshers Course, other short term courses, Seminars/Conferences/Workshops etc. After coming back from O.C., R.C and Seminars/Conferences etc. the faculty members exchange their views with the students and other members in weekly seminars. Some topics are being discussed in the weekly seminars of the college and teachers and students could easily participate in the discussion. The classes are being distributed as per the class routine. The duration of each class

is one hours.

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

### 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

34

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 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)

[Collected from pankaj kumar](#)

### 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)

3 lakhs

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

01

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
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

4

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

### 3.2 - Research Publications and Awards

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

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

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

11

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

To propagate Sanskrit language and literature the faculty members of Krishna Kanta Handique Government Sanskrit College had undertaken some awareness programmes in nearby high schools(viz. Sundarbari High School and Cambridge Public School) on 29th and 30th August, 2023.The institution Krishna Kanta Handique Government Sanskrit college is named after the reputed Sanskrit scholar and the first Vice Chancellor of Gauhati University. Originally it was established as Assam Sanskrit College in the year 1970.The college thereby has a strong grounding of social responsibility inspired by the ideology of that strong personality.

The faculty members of K K Handique Government Sanskrit College

had taken classes in nearby High schools during the year year 2016-17. The teaching and non teaching staff also provided relief to the flood victims of Morigaon district Assam through with the help of our alumni in 2018 month of August. Relief in the form of cash and other essential goods and books were provided to our students whose property were severely damaged due to the flood. NSS unit of the college has organised programs like Orchid plantation and cleanliness drive from time to time.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

01



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

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

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

25

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

### 3.4 - Collaboration

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

7

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
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.

Administrative purpose we have the following facilities:

Chamber for principal -01

Office for the administrative staff -01 IQAC office -01

Store room -01

Confidential room for examination work -01 Other facilities available in the institution are:

Girls Hostel RCC (Rented )-01 Boys Hostel Assam type -01 Girls Common Room -01 Boys common room 01 Teachers Common Room -01 Students Union office -01 College canteen -01

Room for Extension Education ( KKHSOU) -01 Lavatory for Boys -01

Lavatory for Girls -01 Lavatory for faculties -02 Lavatory for office staff -02 Pond. -01

Laboratory for Manuscript - 01 Television -01

LCD Projector -01

Running water facilities to office Lavatory Girls common room-01

Canteen-01 Girls hostel-01 Boys hostel -01

## Yoga practical room -01

For Extra curricular activities the institution has following limited facilities:

One small playground Volleyball court

Sound system in Auditorium

Career counseling and Guidance cell Grievance redressal cell

Women cell Health care room.

One room for drivers.

Institution has a Master plan for the infrastructure development which will upgrade the academic growth.

There is no separate room for separate unit like Women cell, Career Counseling and Guidance, Grievance redressal etc. As the room allotted for KKHSOU is used only Sunday, hence it is utilized for the above mentioned purposes on weekdays

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf">https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf</a>

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

The Institution always encourages its students to participate in various extra-curricular activities through the College Week Festival, Freshmen's' Social, Youth Festival, Inter-College quiz Competition, Inter- College Debating Competition, and Inter-College Sports and Cultural Activities, the Freshers' Social, College Week. Institution has a Master plan for the infrastructure development which will provide the facilities for extra-curricular activities. We have only the following facilities of Games and Sports for our students.

Interested students in games and sports are also identified and are given the opportunity to represent in various institutions of higher education in different levels of competitions. Finance is never a constraint in sending those students to such competitions. Students who bring medals or awards to the college are felicitated in the college in general meeting and their photographs are published in the College Magazine, News paper, etc. This is done not only for publicity but to inspire the achievers

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf</a>

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

1

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

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf">https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

413080

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

## 4.2 - Library as a Learning Resource

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

In today's context, library is a modern learning centre where students undertake a journey of knowledge. The K. K. H. Govt. Sanskrit College Library is no different. The library has a very rich collection of more than 15000 books dealing with a wide variety of subjects. The books include text books, reference books, journals, encyclopaedias, general dictionaries, subject dictionaries, year books and some rare books.

Besides Sanskrit, there are a good number of books on other subjects like Assamese literature, English literature, History, Political science, logic, Philosophy etc.

Of late it has been regular practice of the library to scan the cover/context pages of newly arrived books, journals, magazines etc. Though process of digitalisation of the library is still going on and it is likely to be completed very soon. Thereby the modern library services and facilities have been progressively implemented to keep track with the changing scenario of library services.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/21.%20Library%20registrar.pdf">https://kkhgsc.org/assets/kkhgsc_docs/21.%20Library%20registrar.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

4

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

### 4.3 - IT Infrastructure

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

Being a government institution, we have to depend on government funding, and we have no specific fund for IT facilities. Hence, the present IT infrastructure is not quite sufficient to meet the growing needs of the time. The college authority is applying for funding in that area, but it has not yet been fulfilled. So, the

lack of funds is the major hurdle to cope with the present demand. We have only 7 computers in our college. Three are used for office administration, and the other two are used in the library. We have licensed software like Windows 7, Quick Heal, and others. Wi-Fi is provided through an MNet connection. The Government of Assam provided a one-time grant of Rs. 50,000/-, which was utilized for two years. Now, we are using the mobile network of Airtel along with the Mnet connection. Furthermore, we are requesting our higher authority, i.e., the Director of Higher Education, for facilities to increase the number of computers with LAN and internet facilities. Considering the emerging trend of IT infrastructure, the college is in the process of development and is expected to implement IT-based automation in the entire institutional system. The office of the principal has taken steps towards fully automating the office documentation process in the near future. The college library is being digitized to some extent. The admission process and examination-related tasks are being conducted online. Internet facilities are available through MNet. There is a seminar cum classroom equipped with LCD projector.

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

#### 4.3.2 - Number of Computers

7

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

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

D. 10 - 5MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

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

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

Efforts to develop infrastructure in this institution are ongoing, with a continuous endeavor to enhance it further. The institution is deeply committed to the holistic development of students, fostering physical, mental, and intellectual growth. Through interactive methods, project work, field studies, and study tours, we enrich the academic atmosphere. An ICT-enabled classroom is dedicated for seminars and workshops. Our well-equipped Yoga department encourages students to participate in state and national-level yoga competitions. Annually, our NSS wing collaborates with students performs environmental consciousness by prioritizing tree plantation to maintain an eco-friendly campus. While infrastructure and support facilities for games, sports, music, and computer knowledge are limited, our institution prioritizes student support. With a majority of students from economically weaker sections, we provide ample library facilities and remedial classes. Despite limited resources, we strive to



address the needs of our diverse student body, conducting remedial classes to bridge knowledge gaps for slow learners. Government scholarships offered as part of the language development scheme, particularly for Sanskrit education, along with scholarships from the Rashtriya Sanskrit Sansthan (now Central Sanskrit University) in New Delhi, serve as valuable assistance for eligible students. The institution fosters a culture of inclusivity, providing equal opportunities for participation in extracurricular activities, including students' union elections. The women's cell, comprising female faculty and staff, sensitizes students on gender-related issues. K.K. Handique Govt. Sanskrit College has established systems to effectively utilize physical, academic, and support facilities, ensuring a conducive environment for learning and growth.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

46

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

46

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	<a href="https://kkhgsc.org/assets/kkhgsc_docs/13.%20Extension%20activities(New).pdf">https://kkhgsc.org/assets/kkhgsc_docs/13.%20Extension%20activities(New).pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

75

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

75

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **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**

**14**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**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**

17

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

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

01

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

12

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

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

The students of the college have also been provided the opportunity to groom their leadership qualities at various levels through their involvement in the N.S.S., the N.C.C., the study Circle, games and sports, cultural activities etc. The supportive role of authority towards the members of student community is always positive in case of participation at various level.

All the senior faculties are part of the college management and administration. Inclusion of faculty members in different sub-committees speaks of the autonomy. Allowing students to form their own Union is another example of autonomy too.

The college consists of the following bodies that function independently within the college setup

1. The Study Circle (for organizing seminars, talks,debate etc.)
2. The Students' union body
3. The NSS Unit

4. Anti Ragging Committee

5. Internal Complain Committee

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/26.%20Geo%20Tag%20Photo%20of%20the%20event%20compressed.pdf">https://kkhgsc.org/assets/kkhgsc_docs/26.%20Geo%20Tag%20Photo%20of%20the%20event%20compressed.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

11

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

### 5.4 - Alumni Engagement

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

The students are the main assets of the college. Though the no of Students enrolment in our college is not significantly high, the passed out students have contributed and shined in various fields. Many of them have even helped in shaping and building human resources.

Mr. Pankaj Kumar is President of this association and mr. Satyajee Saikia is General Secretary of the same.

The Alumni Association has donated steel almirah to the college. The association constantly support us during various academic and cultural activities organised by this institution.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

### 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

Governance and management is fully under the Government of Assam and in case of academic matter, Gauhati University exercises general supervision and control. The academic matter and Academic Calendar controlled by the affiliating university i.e. Gauhati University. The academic council of Gauhati University regulates the class routine, working days, semester break, examination schedule, college week, students' election, examination results etc. Presently our college is affiliated under K B V S & A S University. The governance and management of the institution is reflective of and in tune with the vision and mission of the Institution.

There are various committees to support the vision and mission of the College, like Admission Committee, cultural and literary Committee, Internal Examination Committee, Sports Committee, College Magazine Committee, Anti-Ragging Committee etc.

The college organizes seminars, conferences and interactive programs for the students to enrich their knowledge and skills. The students participate in organizing intercollege and inter-departmental competitions and activities. Grievances of the students, if any, are resolved by concerned committee through suitable measures.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf">https://kkhgsc.org/assets/kkhgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Along with authority and College family the Union Body of students plays an integral part in College management. As the future leadership training is received by the student in very democratic way in the College environment through participation in election process of students' Union Body, thereby constituting the body and henceforth providing healthy leadership is essential one. The election of Union Body is a totally democratic one. It helps in the development of awareness among the students regarding like roles and duties as future citizens. The Institution organized programmes like Freshmen Social, Sanskrit Divas, College Foundation day celebration of environment day, woman's day, international AIDS day, Teachers day, Gandhi Jayanti, Silpi Divas, Rabha Divas, Independence Day, Republic Day etc. promotes social awareness among students which would definitely help students to be a effective leader and good citizen of the country.

Inculcation of the moral and civic values like co-operations, brotherhood, sympathy, humanity, etc. is given greater interest for their personality development.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/58.%20Annual%20Report%20of%20Celebration,%202022-23.pdf">https://kkhgsc.org/assets/kkhgsc_docs/58.%20Annual%20Report%20of%20Celebration,%202022-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The K.K.H. Govt. Sanskrit College is a Govt. academic institution fully under the administrative control of the Assam Govt. The Guwahati University frames its academic syllabus for BA Sanskrit CBCS. The 10+2 courseis now under the Assam Higher Secondary Education Council, Guwahati. Notable, now a days our college is affiliated under KBVS&AS University. Hence, the new academic session is run under the supervision of the said University.

For the smooth functioning of the college an Academic cum Administrative building (RCC two Storied) was being built up and a



Boys Hostel (Assam type) was also built with a small play ground. A Master Plan was made in 2018-19 for the future planning of the college. The Girls Hostel is under construction and now the girls boarders are accommodated in a rented building near by the college. The authority has to take approval of the Govt. for each and every matter as it is fully under the administrative control of the Assam Govt. For implementation of the projects, the teaching staff and non-teaching staff are also dedicating their services and do co-operation with the college authority for adequate planning. Seminar/Conference/Workshops are also being held for academic upliftment. Moreover, the Sanskrit scholars are also being contacted and invited to deliver speeches on various matter.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/1.1.1%20The%20Institution%20ensures%20effective%20curriculum%20delivery%20through%20a%20well%20planned%20and%20documented%20process.pdf">https://kkhgsc.org/assets/kkhgsc_docs/1.1.1%20The%20Institution%20ensures%20effective%20curriculum%20delivery%20through%20a%20well%20planned%20and%20documented%20process.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

#### APPOINTMENT:

The KKHGSC is a purely govt. institution under the c/o administration control of the Govt. of Assam. The principal is the head of this academic body. The principal and the teachers including the librarian of this college are being appointed by the govt. of Assam and they enjoy the status of class -I Gazette officers Rank (of Assam govt.) For appointment of the above personnels, the principal approaches the APSC and the APSC takes the initiative. For appointment of office staff Govt. takes the initiative.

#### ADMINISTRATION :

The Principal of the college is the administration of the college. As per the rules (Service Rule, Finance Rule, Leave Rule ect.)

and the instructions received from the Director , Higher Education , Assam and the Secretariat , Assam the principal administration the duties and responsibilities in the college . All the rules are applicable to this college ;there is no such separate Service Rules for this college . From the year 1994 the principals and the college teachers have been enjoying the UGC Scale of pay ; and from that time the regulations framed by the UGC have also been coming into force (with immediate effect ) . thus regarding the Service Rules & Regulation have also been followed ,as well as the Rules & Regulations of the assam Govt.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/35.%20Staff%20strength.pdf">https://kkhgsc.org/assets/kkhgsc_docs/35.%20Staff%20strength.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://kkhgsc.org/assets/kkhgsc_docs/53.%20oraganogram%206.2.2%20pending.pdf">https://kkhgsc.org/assets/kkhgsc_docs/53.%20oraganogram%206.2.2%20pending.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

## 6.3 - Faculty Empowerment Strategies

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

The institution relentlessly makes efforts to enhance the professional development of the faculty members and welfare measures for non teaching staff. They are encouraged to participate in various activities such as seminars, workshops, conferences, symposiums etc. etc. Most of the faculty members have been contributed to the institution through their valuable papers presented in national and international seminar.

The institution conducts curriculum related interactive sessions to keep the teaching faculty updated. The college library is the store house of various reference books arranged by the authority from time to time. The institution also extends its support to the non teaching staff so as to enhance their professional expertise for documentation, computer knowledge etc. They are attended computer training programs and office documentation workshop including the library staff. More over the library staff have been going through the process of technical up gradation in the form of digitalization.

The college authority is always motivating the employees on their roles and responsibilities through professional training programs. Both teaching and non teaching staff have granted leave for the stipulated period and also by offering duty leave and given a platform to enhance their carrier. Proposal of teacher for foreign tour is also forwarded quickly to the superior authority.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/52.%20National%20,%20international%20events.pdf">https://kkhgsc.org/assets/kkhgsc_docs/52.%20National%20,%20international%20events.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

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

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

3

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The faculty of K.K.Handique Govt. Sanskrit College, Guwahati-14 are Gazetted Officer- Class I and are appointed by the APSC. They are required to submit a Self-Appraisal Report to the College Authority for their onward promotion as per CAS guidelines. This Appraisal report consists of their academic upliftment (study and research), publication, participations in the Seminar/Conference/Workshops etc. extension activities etc. All the teachers of this college diligently discharging their duties and are committed to extend service to their best to the society. Regarding the activities (including the appraisal), the Principal maintains an Annual Confidential Report of every teacher. Besides these, the teachers mandatorily follow the guidelines of the UGC.

The Annual Confidential Report is strictly maintained by the Principal from the beginning of their service. For this promotion the service record is strictly considered by the Promotion Committee. Moreover, the college authority is the authorized person to guide teaching and the non-teaching staff as per Service Rule and Fundamental rules. The service Rules Fundamental Rules, Leave Rules, Financial Rules formed by the Govt. are duly followed by the institution

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/4.%20Handbook%20With%20Code%20Of%20Conduct.pdf">https://kkhgsc.org/assets/kkhgsc_docs/4.%20Handbook%20With%20Code%20Of%20Conduct.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

The mechanism to ensure the effective and efficient use of financial resources depend upon the source of the funds received. Because, whenever a fund is received from any external agency, the guidelines for utilization are generally laid down by the concern funding agency. Accordingly, the project is implemented within the framework of the guidelines. In the event of the utilization of funds generated out of external sources, the UD Assistant and Accountant of the College maintain cash Books and related vouchers. Some auxiliary committees like Construction Committee, Purchasing Committee etc. are formed and at every stage of implementation the committees play their respective roles. The supervision by the Administrator is done as per requirement. The receipt and expenditure of fund in the institution is executed under the supervision of the DDO, i.e. the Principal of the college.

Fund wise Receipt and Payment Account/Income and Expenditure Account should be maintained for the college so that exact fund position for all the Accounts can be easily ascertained at any time.

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

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

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

nil

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

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

The receipt and expenditure of funds in the institution is executed under the direct supervision of the DDO. Being a Government College the college receives grants from the Government. Accordingly, the grants received from the Government and the expenditures incurred are subject of verification by the auditors appointed from office of the Accountant General as per their schedule agenda.

. It is the Director of Higher Education who seeks the Utilization certificate from the Principal of all financial accounts audited either by internal auditor or by CA firm so as to get the financial status of the institution. In fact, even after doing that, the accounts remains a subject of audit by the auditor deputed by the Govt.

According to financial rules, notably, all monetary transactions should be routed

through cash book. All transactions should be entered in cash book and the cash book should be closed under the signature of DDO. The disbursements are to be supported by vouchers related to the said expenditure.

According to Rule 95 of AFR, the Head of the office is personally responsible for accounting of all moneys received and disbursed and for safe custody of cash and satisfy himself through periodical examination that the actual cash balance corresponds with the balance as per cash book. Further, the Head of office is required to maintain a cash book and verify the transactions

concerned that appeared in the cash book and authenticate analysis of closing balance.

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

## 6.5 - Internal Quality Assurance System

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

The IQAC is formed in this College, as per guidelines of the UGC for monitoring the teaching learning activities of the college. This cell (IQAC) is working as an in house authority for monitoring the academic activities. The IQAC collects the relevant information (records) of the faculty members regarding their in service training (OP/RC), participation in Seminar/Conference/Workshop, Publication of research papers (in journals and books), books etc. The records of these activities are also collected timely. Further for the personal promotion (CAS) and applying for any higher posts (placement) the recommendation of the IQAC is required and the IQAC takes adequate steps in this regard.

The IQAC time of again contacts the students for feedback regarding the performance of the teachers. Of course no adverse remarks (verbal or written) have been received till date receiving the performances of the teachers.

File Description	Documents
Paste link for additional information	<a href="https://kkgsc.org/assets/kkgsc_docs/27.%20RC%20OC,%20FDP.pdf">https://kkgsc.org/assets/kkgsc_docs/27.%20RC%20OC,%20FDP.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The IQAC periodically reviews its activities, with its own members, teaching staff and with the principal. IQAC, as the in-



house authority recommends the cases of promotion of the teachers (CAS) in a meeting with the Principal of the College. As a part of its activities the IQAC reviews the class divisions (provided to the teachers), class routine, syllabus (provided to the teachers), and reviews the teaching learning process timely. The promotion of the teachers are being done by the Higher Education department of the Govt. of Assam, following the file process system) and the IQAC is not responsible for any delay in the processing of the files in the Secretariat (Higher Education Dept.). For the promotion of the stage I & II of the last five years, seven teachers have been recommended by the IQAC and the Principal and the file is now being processed in the Secretariat. For following five years cases of seven teachers will come to the IQAC, and the IQAC will take its adequate steps, as per UGC rules and regulations. IQAC has been planning for some workshops to connect Sanskrit to the common people.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/56.%20Minutes%20of%20IQAC.pdf">https://kkhgsc.org/assets/kkhgsc_docs/56.%20Minutes%20of%20IQAC.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://kkhgsc.org/assets/kkhgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf">https://kkhgsc.org/assets/kkhgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Our institution has undertaken various initiatives aimed at promoting gender equality among all members of the community, fostering a secure and inclusive environment on campus. Over the past seven years, the women's cell has organized numerous awareness programs to educate students about their rights and facilitate gender sensitization and empowerment. These initiatives include activities focusing on interpersonal relationships, equality, and fraternity among students.

Additionally, the institution has established an Anti-Ragging cell to monitor student behavior and ensure a safe environment for all. Senior faculty and staff members are readily available to address the concerns of both male and female students, providing informal counseling to support them and help them navigate any challenges they may face during their college years. The institution also prioritizes the nomination of women faculty members to serve as convenors of various committees, based solely on their qualifications and abilities, and they have effectively fulfilled their responsibilities without gender bias, the college nominates women faculty based on their abilities as convenors of various committees and they have been discharging their duties efficiently.

File Description	Documents
Annual gender sensitization action plan	<a href="#">A lecture programme was held on 9-03-2023 by the women cell of the college on the topic of gender sensitization</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">The college also has support systems such as counseling services, support groups, and reporting mechanisms for victims of gender-based discrimination or violence</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 administration has taken proactive steps to harness solar energy, currently powering the administrative block with plans to extend this to classrooms and hostels. Energy-efficient practices such as cross-ventilation, CFL bulb usage, and switching off lights and fans when not in use further reduce energy consumption. Collaboration and teamwork initiatives in one location also contribute to energy conservation. Rainwater harvesting is another priority, with gutter systems collecting rainwater for garden irrigation, cutting water consumption by 50%. Effective e-waste management involves responsible disposal through auctions with specialized agencies, minimizing waste generation. Student-led initiatives and annual seminars raise environmental awareness. Efforts toward carbon neutrality include lush gardens, controlled vehicular access, and minimal traffic at campus entrances. Despite nearby railway tracks, pollution levels remain low. Tree planting ceremonies and eco-conscious practices

during events demonstrate the college's commitment to environmental sustainability. These efforts are evident in NSS and Social Service camps, showcasing ongoing dedication to preserving the campus's ecological balance.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 of the above

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

**7.1.5 - Green campus initiatives include**

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

B. Any 3 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	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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 Teachers with co-operation of the students holds different cultural and other activities The Institution organizes programs like Foundation Day, Republic Day, Sanskrit Divas (on the occasion of Srabani Purnima), Rakhi Bandhan, Independence Day, Teachers day, Gandhi Jayanti, Silpi Divas, Rabha Divas, Saraswati puja on Basant Panchami etc. to promote social and moral awareness among students. Again the celebration of World Environment day, Woman's day, International AIDS day, Yoga day etc. definitely help in their personality development to be good and effective citizen of the country. For inculcating the values of co- operation, brotherhood, sympathy, humanity, etc. the students' participation in extension activities also helps in the development of their leadership quality. The Institution encourages students for participation in extension activities in order to compensate the limitation of our examination-dominated academic activities. The Students are encouraged to respect and greet each other irrespective of class, creed, language or religion.

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

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

As a social institution, we recognize our responsibility to maintain a close connection with the local community, receiving positive support for our college activities in return. Our students and employees, as citizens of our nation, bear certain duties and responsibilities towards our country. The institution serves as a nurturing environment, educating young minds and instilling awareness of constitutional obligations.

To foster cultural harmony among our students and staff, we organize annual college weeks and fresher's social events. Students are encouraged to embrace respect and inclusivity,

irrespective of class, creed, language, or religion. We uphold the freedom for our students and employees to celebrate the diverse festivals of our nation, organizing events to honor these occasions.

Furthermore, the college takes proactive steps to educate students about their values, rights, duties, and responsibilities as citizens. Events such as World AIDS Day, World Environment Day, Anti-Tobacco Day, International Yoga Day, and International Women's Day are organized to raise awareness and promote meaningful engagement with important social and health-related issues. Through these initiatives, we aim to empower our students to become informed and responsible citizens, contributing positively to society.

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

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

**B. Any 3 of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

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

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

Our Institution celebrates International Women's Day, International Yoga Day, World AIDS day, World Environment Day every year. The important national days viz., Republic Day and Independence Day are also observed in true spirit. Besides these, the College organizes Anti- tobacco day on the 31st of May every year to sensitize the students regarding the evils of tobacco abuse is also observed. Teachers Day is observed on 5th sept. every year by holding talks and seminars. Saraswati Puja is celebrated on the Vasant Panchami by the students,

teachers and employees of the College. The institution is always trying to motivate students by organizing different activities so that they can become responsible to the society. Every year the NSS of the college organize collaborative programmes with the students . Accordingly and orchid plantation programme was under taken by the NSS.Environmental consciousness is enshrined as the main objective of the institution and plantation of trees is made as major concern in order to maintain an eco-friendly atmosphere inside the campus. Development of personality of the students is assigned with the the different agendas of the institution. Intellectual traits like creativity, critical thinking, scientific temper, etc. are given adequate scope for their expression and enhancement. Hence, multi-dimensional competition is organized and the Students are encouraged to take part in different state level and inter-college level competitions of games and sports, music, literature, acting, fine arts, painting, etc. File Description Annual report of the celebrations and commemorative events for the last five years



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

## 7.2 - Best Practices

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

**Best Practices I Title of the Practice: Plantation Programme:** We aim to plant more fruit trees and useful plants to benefit the environment. Promoting our plantation program can encourage more students to participate and learn about the value of plants and the environment. Our goal is to increase students' understanding and appreciation of plantation work, encouraging sincerity and dedication to tree and plant preservation. By instilling the importance of plantation, we hope to positively influence students' attitudes and habits towards nature. Planting more trees will help produce oxygen and maintain the natural cycle, improving our environment. Our efforts have already inspired over 70% of students to join our plantation program, resulting in the planting of 50 trees on campus. We look forward to experiencing the beauty of nature as these trees grow and flourish after the rainy season.

**Best practice 2 Yoga Education and Practice at the College K.K. Handique Govt. Sanskrit College** embarked on introducing Yoga education in 2014, with full implementation commencing in 2018 after securing temporary affiliation. The course's objectives are multifaceted: 1. To train students in Yoga's art, science, and philosophy, 2. To cultivate qualified Yoga teachers who embody yogic principles and can impart knowledge to students in educational institutions. 3. To produce Yoga-Therapists equipped to address psycho-somatic and psychic ailments plaguing modern society. The students have excelled in Yoga education and practice, bringing honor to the institution. The college's endeavor to integrate Yoga education and practice reflects its commitment to holistic student development and societal well-being.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

K.K. Handique Government Sanskrit College was established in 1970 and obtained permission from Gauhati University to start Upadhi courses. In 2015, it received permanent affiliation from Gauhati University and was included under sections 2f and 12B of the UGC Act. The college strives to create a conducive environment for Sanskrit learning in the North East region. Since adopting the semester system in 2014, the college has adjusted its syllabus accordingly, approved by the Academic Council of Gauhati University and KBVSAS University. Governance and management are overseen by the Government of Assam, with academic matters supervised by Gauhati University and KBVSASU. The college's Academic Calendar, based on the one prepared by KBVSAS University, regulates class schedules, semester breaks, examinations, and other activities. Weekly seminars conducted by various departments enrich students' knowledge. Despite relying on government funding, the college provides infrastructure support such as safe drinking water, sports facilities, and a library with over 15,000 books covering various subjects, including Sanskrit, literature, and history. Plans are underway for infrastructure development to enhance Sanskrit education. The college recently shifted affiliation to Kumar Bhaskar Varma Sanskrit and Ancient Universities and actively participates in university committees. The college library boasts a vast collection of rare Sanskrit texts and books on diverse subjects. With a focus on ancient Indian sciences, the college emphasizes subjects like Yoga, Jyotisha, and Tantra. Celebrating its 50th anniversary in 2020, the college received recognition as the Best College Teaching Sanskrit in Assam at the 2014 CMAI National Assam Education Summit & Awards.

## 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

K.K. Handique Govt. Sanskrit College, Guwahati (earlier named Assam Sanskrit College) was established in 1970 by the Govt. of Assam for the study, popularization and development of the Sanskrit Language through traditional teaching learning method under language Development Scheme. The college was established with the help of Assam Sanskrit Education Committee headed by Dr. Jogiraj Basu and Dr. Dimbeswar Sharma as the Member Secretary, and Dr. Mukunda Madhava Sharma and some scholars of that period as members. The college was earlier affiliated to the Gauhati University and now affiliated to Kumar Bhaskar Varma Sanskrit and Ancient Studies University vide memo No.AHE.370/2021/57.

Being an institution of Sanskrit education, it is the primary objective of K.K. Handique Govt. Sanskrit College to preserve, promote and spread the rich culture and tradition of Sanskrit language and literature in the entire North-Eastern region of India.

To ensure effective implementation of three objectives there are provision of weekly seminars, talks, Sanskrit debate, Spoken Sanskrit etc. These practices help our students in their personality development. The students passing out from this college could participate in National Seminars and able to make their professional carrier.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The curriculum is being implemented though a planned mode, as per the direction of the Academic Council of concerned University. Every year the University has given the academic calendar for the affiliated colleges to be followed. The academic calendar specifies the schedule of classes, working days, examination (internal and external )holidays, Summer Vacation, Annual College Week, Students' Union Election etc. Further different academic programmes organised by some other NGOs and organization like Sanskrit Bharati, Assam Sanskrit Mahasabha, Assam Sanskrit Students Union, Assam Sanskrit Adhyapak Sanmilan are also relevant with the academic year which reflect the present scenario and future prospect in the development of Sanskrit in Assam.

The teaching staff is supported by procedural and practical measures for enhancement of teaching practice and effectively translating the curriculum in to mother tongue (or into English) for easy communication.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

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

**B. Any 3 of the above**

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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

11

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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 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 college authority undertake different activities to integrate cross-cutting issues such as gender issues, Environmental education, Anti tobacco activities, awareness for AIDS etc. The institution being a co educational one always keeps the provision of equal representation of students of both the sexes in time of participation in various activities. There is a Women cell in the college which under the umbrella of the college authority, undertakes various programs to bring gender sensitization among the students. The Women cell observes international Women's Day on 8th March every year by holding various programs related to gender issues. As per the University guidelines environmental study is a compulsory subject in the curriculum. Hence the institution has made it mandatory for each and every student to participate in programs of field study on different Environmental issues and to submit a project report on this. The NSS wing of the institution observes International Environment Day on 5th June, every year and have planted a number of trees inside the college campus and also done cleanliness drive. Sometimes it is extended to the community villages nearest to our college.

The Anti Tobacco Cell of K.K. H. Government Sanskrit College was established in the year 2017. It has been organising lecture programmes with a view to bring about greater awareness about the harmful effects of tobacco use and about the Tobacco Control Laws. Since 2009, the college has been declared a Tobacco Free Zone.

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

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

3

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

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

1

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>C. Any 2 of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>C. Feedback collected and analyzed</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://kkgsc.org/assets/kkgsc_docs/57.Student%20Satisfaction%20Servey,2022-23.pdf">https://kkgsc.org/assets/kkgsc_docs/57.Student%20Satisfaction%20Servey,2022-23.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>480</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>



### 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

43

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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

Advanced learners are identified through their performances like sessional test, home assignments, co- curricular activities etc.

Remedial classes are done by the departments to bridge the knowledge gap for the slow learners. After attending the classes for one week class tests are taken as a part of the assessment process. Departmental Seminars for enrichment of knowledge of the students are also organized in every Thursday.

The students are given support and response in terms of knowledge and skills. Mentors are continuously monitoring the progress of all the students.

File Description	Documents
Link for additional Information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/60.%20Mentor%20list.pdf">https://kkhgsc.org/assets/kkhgsc_docs/60.%20Mentor%20list.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
114	12

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

### 2.3 - Teaching- Learning Process

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

IQAC of the college is an in-house authority for improving the quality of teaching-learning process. Class in-charge of B.A. M. A. and H.S. respectively, constantly monitor the classes and also the courses included in the curriculum.

The other is engaged in monitoring various general courses included in the curriculum. The daily progress report of every faculty member is recorded in diary. Self-appraisal report is maintained. Close contact with the students are maintained. Parents teacher meet, alumni meet are held regularly. The IQAC of the college is a responsible body for up-to-date information uploaded on academic matters. The IQAC collect the students' feedback and takes necessary remedial measures. The IQAC coordinator has awareness about the NAAC related guidelines for the overall academic and administrative development of the institution.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf</a>

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

The traditional so called "talk and chalk" method is still maintaining in the classroom teaching. Though the advanced application of ICT tools in classroom learning is essential, yet no solution has come to change the situation. It is fact that we have miles to go in order to provide such facilities as required. Due to shortage of fund ICT tools in all the class rooms could not provided. At present, we are able to do only one digital class/conference room to break the monotony in the lecture classes and to give a scope for active learner. The

conference room is partly digitalised for the purpose.

The following discussion and seminars were arranged in digital mode in last few years.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 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

14

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

### 2.4 - Teacher Profile and Quality

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

12

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
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****10**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers****224 years**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

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

Students of our college are assessed on the basis of 2 sessional examinations, home assignments, group discussions/seminars held in a phased and robust manner in each semester by the subject teacher concerned. The marks of the internal assessment secured by the students are shown to them in the classrooms and each student is given the opportunity to ask about their performance and clear their respective doubts. Marks of all the internal assessments are recorded in a register.

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

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

A transparent, time-bound and efficient mechanism is being followed in terms of dealing with internalexaminations related grievances.

The continuous examinations of students regarding home assignment, unit test, group discussionsis carried out by the respective departments.Eachdepartment evaluates the paper within a week of conduction of examination and the evaluated answer scripts are then shown to the students in the class and faculty undertakes individual grievances with a student on the paper if required by the student. At the end of the semester the average ranks of internal examination or tests are calculated and verified with the students. If any discrepancies are reported by the students then these are resolved by the faculty of the internal committee, immediately.

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

## 2.6 - Student Performance and Learning Outcomes

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

Government Sanskrit college with its identifiable dedication to widening horizons of Sanskrit learning has integrated with Sanskrit text of national repute in undergraduate level that is BA Sanskrit program. The curriculum framework has a resourceful amalgamation of indigenous knowledge with modern institutional forms. They bear definite interdisciplinary focus with an accent on employability. Learning and creative writing skills are encouraged in order to outcome concure with the vision, mission and core values of K. K. Handique Govt. Sanskrit College. Environment and Sustainability, Human Values and Professional Ethics are assimilated with the traditional

systems of Sanskrit learning. Continuous assessment of the syllabus leads to periodic revisions and the syllabus of UG courses in B A Sanskrit has elective subjects like History, English, Assamese, Environmental science etc. Now CBCS mode is considerable for academic flexibility. Innovative Programs like Yoga (UG and PG), Jyotisha, certificate course in Karmakanda, Tantra, Sankhya with relevance to Sanskrit learning have been introduced. The college has an Advanced and Slow learner policy and mentor programs and providing remedial classes. Continuous evaluation and formative assessment are the core of the assessment process and with the help of the automated examination wing of each semester are held within six months.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The teaching staff and students are supported by procedural and practical measures for enhancement of teaching practice. The teacher effectively translating the curriculum in to mother tongue (or into English) for easy communication. All the Faculty Members are being granted leave (relieving from college duty) for participation in the Orientation Course, Refreshers Course, other short term courses, Seminars/Conferences/Workshops etc. After coming back from O.C., R.C and Seminars/Conferences etc. the faculty members exchange their views with the students and other members in weekly seminars. Some topics are being discussed in the weekly seminars of the college and teachers and students could easily participate in the discussion. The classes are being distributed as per the class routine. The duration of each class is one hours.

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

### 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

34

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 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)

[Collected from pankaj kumar](#)

### 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)

3 lakhs

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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

01

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
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

4

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



**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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**

11

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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**

To propagate Sanskrit language and literature the faculty members of Krishna Kanta Handique Government Sanskrit College had undertaken some awareness programmes in nearby high schools(viz. Sundarbari High School and Cambridge Public School) on 29th and 30th August, 2023.The institution Krishna Kanta Handique Government Sanskrit college is named after the reputed Sanskrit scholar and the first Vice Chancellor of Gauhati University. Originally it was established as Assam Sanskrit College in the year 1970.The college thereby has a strong grounding of social responsibility inspired by the ideology of that strong personality.

The faculty members of K K Handique Government Sanskrit College had taken classes in nearby High schools during the year year 2016-17. The teaching and non teaching staff also provided relief to the flood victims of Morigaon district Assam through with the help of our alumni in 2018 month of August. Relief in the form of cash and other essential goods and books were provided to our students whose property were severely damaged due to the flood. NSS unit of the college has organised programs likeOrchidplantation and cleanliness drive from time to time.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

01

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

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

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

25

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

### 3.4 - Collaboration

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

7

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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**

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
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.

Administrative purpose we have the following facilities:

Chamber for principal -01

Office for the administrative staff -01 IQAC office -01

Store room -01

Confidential room for examination work -01 Other facilities available in the institution are:

Girls Hostel RCC (Rented )-01 Boys Hostel Assam type -01 Girls Common Room -01 Boys common room 01 Teachers Common Room -01 Students Union office -01 College canteen -01

Room for Extension Education ( KKHSOU) -01 Lavatory for Boys -01

Lavatory for Girls -01 Lavatory for faculties -02 Lavatory for office staff -02 Pond. -01

Laboratory for Manuscript - 01 Television -01

LCD Projector -01

Running water facilities to office Lavatory Girls common room-01

Canteen-01 Girls hostel-01 Boys hostel -01

Yoga practical room -01

For Extra curricular activities the institution has following limited facilities:

One small playground Volleyball court

Sound system in Auditorium

Career counseling and Guidance cell Grievance redressal cell

Women cell Health care room.

One room for drivers.

Institution has a Master plan for the infrastructure development which will upgrade the academic growth.

There is no separate room for separate unit like Women cell, Career Counseling and Guidance, Grievance redressal etc. As the room allotted for KKHSOU is used only Sunday, hence it is utilized for the above mentioned purposes on weekdays

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf">https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf</a>

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

The Institution always encourages its students to participate in various extra-curricular activities through the College Week Festival, Freshmen's' Social, Youth Festival, Inter-College quiz Competition, Inter- College Debating Competition, and Inter-College Sports and Cultural Activities, the Freshers'

Social, College Week. Institution has a Master plan for the infrastructure development which will provide the facilities for extra- curricular activities. We have only the following facilities of Games and Sports for our students.

Interested students in games and sports are also identified and are given the opportunity to represent in various institutions of higher education in different levels of competitions. Finance is never a constraint in sending those students to such competitions. Students who bring medals or awards to the college are felicitated in the college in general meeting and their photographs are published in the College Magazine, News paper, etc. This is done not only for publicity but to inspire the achievers

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/1.3.1.pdf</a>

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

1

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

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf">https://kkhgsc.org/assets/kkhgsc_docs/7.%20Tabulated%20List%20of%20Class%20Room%20(2).pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year

(INR in Lakhs)

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

413080

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

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

In today's context, library is a modern learning centre where students undertake a journey of knowledge. The K. K. H. Govt. Sanskrit College Library is no different. The library has a very rich collection of more than 15000 books dealing with a wide variety of subjects. The books include text books, reference books, journals, encyclopaedias, general dictionaries, subject dictionaries, year books and some rare books.

Besides Sanskrit, there are a good number of books on other subjects like Assamese literature, English literature, History, Political science, logic, Philosophy etc.

Of late it has been regular practice of the library to scan the cover/context pages of newly arrived books, journals, magazines etc. Though process of digitalisation of the library is still going on and it is likely to be completed very soon. Thereby the modern library services and facilities have been progressively implemented to keep track with the changing scenario of library services.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/21.%20Library%20registrar.pdf">https://kkhgsc.org/assets/kkhgsc_docs/21.%20Library%20registrar.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**E. None of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

4



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

### 4.3 - IT Infrastructure

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

Being a government institution, we have to depend on government funding, and we have no specific fund for IT facilities. Hence, the present IT infrastructure is not quite sufficient to meet the growing needs of the time. The college authority is applying for funding in that area, but it has not yet been fulfilled. So, the lack of funds is the major hurdle to cope with the present demand. We have only 7 computers in our college. Three are used for office administration, and the other two are used in the library. We have licensed software like Windows 7, Quick Heal, and others. Wi-Fi is provided through an MNet connection. The Government of Assam provided a one-time grant of Rs. 50,000/-, which was utilized for two years. Now, we are using the mobile network of Airtel along with the Mnet connection. Furthermore, we are requesting our higher authority, i.e., the Director of Higher Education, for facilities to increase the number of computers with LAN and internet facilities. Considering the emerging trend of IT infrastructure, the college is in the process of development and is expected to implement IT-based automation in the entire institutional system. The office of the principal has taken steps towards fully automating the office documentation process in the near future. The college library is being digitized to some extent. The admission process and examination-related tasks are being conducted online. Internet facilities are available through MNet. There is a seminar cum classroom equipped with LCD projector.

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

#### 4.3.2 - Number of Computers

7

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

**4.3.3 - Bandwidth of internet connection in the Institution****D. 10 - 5MBPS**

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

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

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

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

**Efforts to develop infrastructure in this institution are ongoing, with a continuous endeavor to enhance it further. The institution is deeply committed to the holistic development of**

students, fostering physical, mental, and intellectual growth. Through interactive methods, project work, field studies, and study tours, we enrich the academic atmosphere. An ICT-enabled classroom is dedicated for seminars and workshops. Our well-equipped Yoga department encourages students to participate in state and national-level yoga competitions. Annually, our NSS wing collaborates with students performs environmental consciousness by prioritizing tree plantation to maintain an eco-friendly campus. While infrastructure and support facilities for games, sports, music, and computer knowledge are limited, our institution prioritizes student support. With a majority of students from economically weaker sections, we provide ample library facilities and remedial classes. Despite limited resources, we strive to address the needs of our diverse student body, conducting remedial classes to bridge knowledge gaps for slow learners. Government scholarships offered as part of the language development scheme, particularly for Sanskrit education, along with scholarships from the Rashtriya Sanskrit Sansthan (now Central Sanskrit University) in New Delhi, serve as valuable assistance for eligible students. The institution fosters a culture of inclusivity, providing equal opportunities for participation in extracurricular activities, including students' union elections. The women's cell, comprising female faculty and staff, sensitizes students on gender-related issues. K.K. Handique Govt. Sanskrit College has established systems to effectively utilize physical, academic, and support facilities, ensuring a conducive environment for learning and growth.

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

## 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

46

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

46

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

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

**B. 3 of the above**

File Description	Documents
Link to institutional website	<a href="https://kkhgsc.org/assets/kkhgsc_docs/13.%20Extension%20activities(New).pdf">https://kkhgsc.org/assets/kkhgsc_docs/13.%20Extension%20activities(New).pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

75

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

75

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

14

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

17

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

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

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

**government examinations) during the year****01**

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****12**

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

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

The students of the college have also been provided the opportunity to groom their leadership qualities at various levels through their involvement in the N.S.S., the N.C.C., the study Circle, games and sports, cultural activities etc. The supportive role of authority towards the members of student community is always positive in case of participation at various level.

All the senior faculties are part of the college management and administration. Inclusion of faculty members in different sub-

committees speaks of the autonomy. Allowing students to form their own Union is another example of autonomy too.

The college consists of the following bodies that function independently within the college setup

1. The Study Circle (for organizing seminars, talks, debate etc.) 2. The Students' union body 3. The NSS Unit

4. Anti Ragging Committee

5. Internal Complain Committee

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/26.%20Geo%20Tag%20Photo%20of%20the%20event%20compressed.pdf">https://kkhgsc.org/assets/kkhgsc_docs/26.%20Geo%20Tag%20Photo%20of%20the%20event%20compressed.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

11

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

### 5.4 - Alumni Engagement

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



The students are the main assets of the college. Though the no of Students enrolment in our college is not significantly high, the passed out students have contributed and shined in various fields. Many of them have even helped in shaping and building human resources.

Mr. Pankaj Kumar is President of this association and mr. Satyajee Saikia is General Secretary of the same.

The Alumni Association has donated steel almirah to the college. The association constantly support us during various academic and cultural activities organised by this institution.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf">https://kkhgsc.org/assets/kkhgsc_docs/51.Registration%20of%20AA%202.3.1%20&amp;%205.4.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

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

## 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

Governance and management is fully under the Government of Assam and in case of academic matter, Gauhati University exercises general supervision and control. The academic matter and Academic Calendar controlled by the affiliating university i.e. Gauhati University. The academic council of Gauhati University regulates the class routine, working days, semester break, examination schedule, college week, students' election, examination results etc. Presently our college is affiliated under K B V S & A S University. The governance and management of the institution is reflective of and in tune with the vision

and mission of the Institution.

There are various committees to support the vision and mission of the College, like Admission Committee, cultural and literary Committee, Internal Examination Committee, Sports Committee, College Magazine Committee, Anti-Ragging Committee etc.

The college organizes seminars, conferences and interactive programs for the students to enrich their knowledge and skills. The students participate in organizing intercollege and inter-departmental competitions and activities. Grievances of the students, if any, are resolved by concerned committee through suitable measures.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf">https://kkhgsc.org/assets/kkhgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Along with authority and College family the Union Body of students plays an integral part in College management. As the future leadership training is received by the student in very democratic way in the College environment through participation in election process of students' Union Body, thereby constituting the body and henceforth providing healthy leadership is essential one. The election of Union Body is a totally democratic one. It helps in the development of awareness among the students regarding like roles and duties as future citizens. The Institution organized programmes like Freshmen Social, Sanskrit Divas, College Foundation day celebration of environment day, woman's day, international AIDS day, Teachers day, Gandhi Jayanti, Silpi Divas, Rabha Divas, Independence Day, Republic Day etc. promotes social awareness among students which would definitely help students to be a effective leader and good citizen of the country.

Inculcation of the moral and civic values like co-operations, brotherhood, sympathy, humanity, etc. is given greater interest for their personality development.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/58.%20Annual%20Report%20of%20Celebration,%202022-23.pdf">https://kkhgsc.org/assets/kkhgsc_docs/58.%20Annual%20Report%20of%20Celebration,%202022-23.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The K.K.H. Govt. Sanskrit College is a Govt. academic institution fully under the administrative control of the Assam Govt. The Guwahati University frames its academic syllabus for BA Sanskrit CBCS. The 10+2 course is now under the Assam Higher Secondary Education Council, Guwahati. Notable, now a days our college is affiliated under KBVS&AS University. Hence, the new academic session is run under the supervision of the said University.

For the smooth functioning of the college an Academic cum Administrative building (RCC two storied) was being built up and a Boys Hostel (Assam type) was also built with a small play ground. A Master Plan was made in 2018-19 for the future planning of the college. The Girls Hostel is under construction and now the girls boarders are accommodated in a rented building near by the college. The authority has to take approval of the Govt. for each and every matter as it is fully under the administrative control of the Assam Govt. For implementation of the projects, the teaching staff and non-teaching staff are also dedicating their services and do co-operation with the college authority for adequate planning. Seminar/Conference/Workshops are also being held for academic upliftment. Moreover, the Sanskrit scholars are also being contacted and invited to deliver speeches on various matter.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/1.1.1%20The%20Institution%20ensures%20effective%20curriculum%20delivery%20through%20a%20well%20planned%20and%20documented%20process.pdf">https://kkhgsc.org/assets/kkhgsc_docs/1.1.1%20The%20Institution%20ensures%20effective%20curriculum%20delivery%20through%20a%20well%20planned%20and%20documented%20process.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

#### APPOINTMENT:

The KKHGSC is a purely govt. institution under the c/o administration control of the Govt. of Assam . The principal is the head of this academic body . The principal and the teachers including the liabrarian of this college are being appointed by the govt. of Assam and they enjoy the status of class -I Gazette officers Rank(of Assam govt. ) For appointment of the above personnels ,the principal approaches the APSC and the APSC takes the initiative.For appointment ofoffice staff Govt. takes the innitiative.

#### ADMINISTRATION :

The Principal of the college is the administration of the college . As per the rules (Service Rule , Finance Rule , Leave Rule ect.) and the instructions received from the Director , Higher Education , Assam and the Secretariat , Assam the principal administration the duties and responsibilities in the college . All the rules are applicable to this college ;there is no such separate Service Rules for this college . From the year 1994 the principals and the college teachers have been enjoying the UGC Scale of pay ; and from that time the regulations framed by the UGC have also been coming into force (with immediate effect ) . thus regarding the Service Rules & Regulation have also been followed ,as well as the Rules & Regulations of the assam Govt.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/35.%20Staff%20strength.pdf">https://kkhgsc.org/assets/kkhgsc_docs/35.%20Staff%20strength.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://kkhgsc.org/assets/kkhgsc_docs/53.%20oraganogram%206.2.2%20pending.pdf">https://kkhgsc.org/assets/kkhgsc_docs/53.%20oraganogram%206.2.2%20pending.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The institution relentlessly makes efforts to enhance the professional development of the faculty members and welfare measures for non teaching staff. They are encouraged to participate in various activities such as seminars, workshops, conferences, symposiums etc. etc. Most of the faculty members have been contributed to the institution through their valuable papers presented in national and international seminar.

The institution conducts curriculum related interactive sessions to keep the teaching faculty updated. The college library is the store house of various reference books arranged by the authority from time to time. The institution also extends its support to the non teaching staff so as to enhance

their professional expertise for documentation, computer knowledge etc. They are attended computer training programs and office documentation workshop including the library staff. More over the library staff have been going through the process of technical up gradation in the form of digitalization.

The college authority is always motivating the employees on their roles and responsibilities through professional training programs. Both teaching and non teaching staff have granted leave for the stipulated period and also by offering duty leave and given a platform to enhance their carrier. Proposal of teacher for foreign tour is also forwarded quickly to the superior authority.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/52.%20National%20,%20international%20events.pdf">https://kkhgsc.org/assets/kkhgsc_docs/52.%20National%20,%20international%20events.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

**1**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

3

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The faculty of K.K.Handique Govt. Sanskrit College, Guwahati-14

are Gazetted Officer- Class I and are appointed by the APSC. They are required to submit a Self-Appraisal Report to the College Authority for their onward promotion as per CAS guidelines. This Appraisal report consists of their academic upliftment (study and research), publication, participations in the Seminar/Conference/Workshops etc. extension activities etc. All the teachers of this college diligently discharging their duties and are committed to extend service to their best to the society. Regarding the activities (including the appraisal), the Principal maintains an Annual Confidential Report of every teacher. Besides these, the teachers mandatorily follow the guidelines of the UGC.

The Annual Confidential Report is strictly maintained by the Principal from the beginning of their service. For this promotion the service record is strictly considered by the Promotion Committee. Moreover, the college authority is the authorized person to guide teaching and the non-teaching staff as per Service Rule and Fundamental rules. The service Rules Fundamental Rules, Leave Rules, Financial Rules formed by the Govt. are duly followed by the institution

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/4.%20Handbook%20With%20Code%20Of%20Conduct.pdf">https://kkhgsc.org/assets/kkhgsc_docs/4.%20Handbook%20With%20Code%20Of%20Conduct.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

The mechanism to ensure the effective and efficient use of financial resources depend upon the source of the funds received. Because, whenever a fund is received from any external agency, the guidelines for utilization are generally laid down by the concern funding agency. Accordingly, the project is implemented within the framework of the guidelines. In the event of the utilization of funds generated out of external sources, the UD Assistant and Accountant of the College maintain cash Books and related vouchers. Some



auxiliary committees like Construction Committee, Purchasing Committee etc. are formed and at every stage of implementation the committees play their respective roles. The supervision by the Administrator is done as per requirement. The receipt and expenditure of fund in the institution is executed under the supervision of the DDO, i.e. the Principal of the college.

Fund wise Receipt and Payment Account/Income and Expenditure Account should be maintained for the college so that exact fund position for all the Accounts can be easily ascertained at any time.

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

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

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

nil

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

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

The receipt and expenditure of funds in the institution is executed under the direct supervision of the DDO. Being a Government College the college receives grants from the Government. Accordingly, the grants received from the Government and the expenditures incurred are subject of verification by the auditors appointed from office of the Accountant General as per their schedule agenda.

. It is the Director of Higher Education who seeks the Utilization certificate from the Principal of all financial accounts audited either by internal auditor or by CA firm so as to get the financial status of the institution. In fact, even after doing that, the accounts remains a subject of audit by the auditor deputed by the Govt.

According to financial rules, notably, all monetary transactions should be routed

through cash book. All transactions should be entered in cash book and the cash book should be closed under the signature of DDO. The disbursements are to be supported by vouchers related to the said expenditure.

According to Rule 95 of AFR, the Head of the office is personally responsible for accounting of all moneys received and disbursed and for safe custody of cash and satisfy himself through periodical examination that the actual cash balance corresponds with the balance as per cash book. Further, the Head of office is required to maintain a cash book and verify the transactions concerned that appeared in the cash book and authenticate analysis of closing balance.

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

## 6.5 - Internal Quality Assurance System

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

The IQAC is formed in this College, as per guidelines of the UGC for monitoring the teaching learning activities of the college. This cell (IQAC) is working as an in house authority for monitoring the academic activities. The IQAC collects the relevant information (records) of the faculty members regarding their in service training (OP/RC), participation in Seminar/Conference/Workshop, Publication of research papers (in journals and books), books etc. The records of these activities

are also collected timely .Further for the personal promotion (CAS) and applying for anyhigher posts(placement) the recommendation of the IQAC is required and the IQAC takes adequate stepsin this regard.

The IQAC time of again contacts the students for feedback regarding the performance of the teachers. Of course no adverseremarks (verbal or written) have been received till date receiving the performances of the teachers.

File Description	Documents
Paste link for additional information	<a href="https://kkhgsc.org/assets/kkhgsc_docs/27.%20RC%20OC,%20FDP.pdf">https://kkhgsc.org/assets/kkhgsc_docs/27.%20RC%20OC,%20FDP.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The IQAC periodically reviews its activities, with its own members, teaching staff and with the principal.IQAC, as the in-house authority recommends the cases of promotion of the teachers (CAS) in a meetingwith the Principal of the College. As a part of its activities the IQAC reviews the class divisions (providedto the teachers), class routine, syllabus (provided to the teachers), and reviews the teaching learningprocess timely. The promotion of the teachers are being done by the Higher Education department of theGovt. of Assam, following the file process system) and the IQAC is not responsible for any delay in theprocessing of the files in the Secretariat (Higher Education Dept.). For the promotion of the stage I & II ofthe last five years, seven teachers have been recommended by the IQAC and the Principal and the file is nowbeing processed in the Secretariat. For following five years cases of seven teachers will come to the IQAC,and the IQAC and the will its adequate steps, as per UGC rules and regulations. IQAC has been planningfor some workshops to connect Sanskrit to the common people.

File Description	Documents
Paste link for additional information	<a href="https://kkgsc.org/assets/kkgsc_docs/56.%20Minutes%20of%20IQAC.pdf">https://kkgsc.org/assets/kkgsc_docs/56.%20Minutes%20of%20IQAC.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://kkgsc.org/assets/kkgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf">https://kkgsc.org/assets/kkgsc_docs/55.%20Annual%20Report%20-2022-2023.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

**Our institution has undertaken various initiatives aimed at promoting gender equality among all members of the community, fostering a secure and inclusive environment on campus. Over the past seven years, the women's cell has organized numerous awareness programs to educate students about their rights and facilitate gender sensitization and empowerment. These initiatives include activities focusing on interpersonal**

relationships, equality, and fraternity among students.

Additionally, the institution has established an Anti-Ragging cell to monitor student behavior and ensure a safe environment for all. Senior faculty and staff members are readily available to address the concerns of both male and female students, providing informal counseling to support them and help them navigate any challenges they may face during their college years. The institution also prioritizes the nomination of women faculty members to serve as convenors of various committees, based solely on their qualifications and abilities, and they have effectively fulfilled their responsibilities without gender bias, the college nominates women faculty based on their abilities as convenors of various committees and they have been discharging their duties efficiently.

File Description	Documents
Annual gender sensitization action plan	<a href="#">A lecture programme was held on 9-03-2023 by the women cell of the college on the topic of gender sensitization</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">The college also has support systems such as counseling services, support groups, and reporting mechanisms for victims of gender-based discrimination or violence</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 administration has taken proactive steps to harness solar energy, currently powering the administrative block with plans to extend this to classrooms and hostels. Energy-efficient practices such as cross-ventilation, CFL bulb usage, and switching off lights and fans when not in use further reduce energy consumption. Collaboration and teamwork initiatives in one location also contribute to energy conservation. Rainwater harvesting is another priority, with gutter systems collecting rainwater for garden irrigation, cutting water consumption by 50%. Effective e-waste management involves responsible disposal through auctions with specialized agencies, minimizing waste generation. Student-led initiatives and annual seminars raise environmental awareness. Efforts toward carbon neutrality include lush gardens, controlled vehicular access, and minimal traffic at campus entrances. Despite nearby railway tracks, pollution levels remain low. Tree planting ceremonies and eco-conscious practices during events demonstrate the college's commitment to environmental sustainability. These efforts are evident in NSS and Social Service camps, showcasing ongoing dedication to preserving the campus's ecological balance.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

**C. Any 2 of the above**

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

**7.1.5 - Green campus initiatives include****7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**E. None of the above**



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

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

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 Teachers with co-operation of the students holds different cultural and other activities The Institution organizes programs like Foundation Day, Republic Day, Sanskrit Divas (on the occasion of Srabani Purnima), Rakhi Bandhan, Independence Day, Teachers day, Gandhi Jayanti, Silpi Divas, Rabha Divas, Saraswati puja on Basant Panchami etc. to promote social and moral awareness among students. Again the celebration of World Environment day, Woman's day, International AIDS day, Yoga day etc. definitely help in their personality development to be good and effective citizen of the country. For inculcating the values of co- operation, brotherhood, sympathy, humanity, etc. the students' participation in extension activities also helps in the development of their leadership quality. The Institution encourages students for participation in extension activities in order to compensate the limitation of our examination-dominated academic activities. The Students are encouraged to respect and greet each other irrespective of class, creed, language or religion.



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

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

As a social institution, we recognize our responsibility to maintain a close connection with the local community, receiving positive support for our college activities in return. Our students and employees, as citizens of our nation, bear certain duties and responsibilities towards our country. The institution serves as a nurturing environment, educating young minds and instilling awareness of constitutional obligations.

To foster cultural harmony among our students and staff, we organize annual college weeks and fresher's social events. Students are encouraged to embrace respect and inclusivity, irrespective of class, creed, language, or religion. We uphold the freedom for our students and employees to celebrate the diverse festivals of our nation, organizing events to honor these occasions.

Furthermore, the college takes proactive steps to educate students about their values, rights, duties, and responsibilities as citizens. Events such as World AIDS Day, World Environment Day, Anti-Tobacco Day, International Yoga Day, and International Women's Day are organized to raise awareness and promote meaningful engagement with important social and health-related issues. Through these initiatives, we aim to empower our students to become informed and responsible citizens, contributing positively to society.

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

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

**4. Annual awareness programmes on Code of Conduct are organized**

**B. Any 3 of the above**

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

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

Our Institution celebrates International Women's Day, International Yoga Day, World AIDS day, World Environment Day every year. The important national days viz., Republic Day and Independence Day are also observed in true spirit. Besides these, the College organizes Anti- tobacco day on the 31st of May every year to sensitize the students regarding the evils of tobacco abuse is also observed. Teachers Day is observed on 5th sept. every year by holding talks and seminars. Saraswati Puja is celebrated on the Vasant Panchami by the students,

teachers and employees of the College. The institution is always trying to motivate students by organizing different activities so that they can become responsible to the society. Every year the NSS of the college organize collaborative programmes with the students . Accordingly and orchid plantation programme was under taken by the NSS.Environmental consciousness is enshrined as the main objective of the

institution and plantation of trees is made as major concern in order to maintain an eco-friendly atmosphere inside the campus. Development of personality of the students is assigned with the the different agendas of the institution. Intellectual traits like creativity, critical thinking, scientific temper, etc. are given adequate scope for their expression and enhancement. Hence, multi-dimensional competition is organized and the Students are encouraged to take part in different state level and inter-college level competitions of games and sports, music, literature, acting, fine arts, painting, etc. File Description Annual report of the celebrations and commemorative events for the last five years

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

## 7.2 - Best Practices

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

**Best Practices I Title of the Practice: Plantation Programme:** We aim to plant more fruit trees and useful plants to benefit the environment. Promoting our plantation program can encourage more students to participate and learn about the value of plants and the environment. Our goal is to increase students' understanding and appreciation of plantation work, encouraging sincerity and dedication to tree and plant preservation. By instilling the importance of plantation, we hope to positively influence students' attitudes and habits towards nature. Planting more trees will help produce oxygen and maintain the natural cycle, improving our environment. Our efforts have already inspired over 70% of students to join our plantation program, resulting in the planting of 50 trees on campus. We look forward to experiencing the beauty of nature as these trees grow and flourish after the rainy season.

**Best practice 2 Yoga Education and Practice at the College K.K. Handique Govt. Sanskrit College** embarked on introducing Yoga

education in 2014, with full implementation commencing in 2018 after securing temporary affiliation. The course's objectives are multifaceted: 1. To train students in Yoga's art, science, and philosophy, 2. To cultivate qualified Yoga teachers who embody yogic principles and can impart knowledge to students in educational institutions. 3. To produce Yoga-Therapists equipped to address psycho-somatic and psychic ailments plaguing modern society. The students have excelled in Yoga education and practice, bringing honor to the institution. The college's endeavor to integrate Yoga education and practice reflects its commitment to holistic student development and societal well-being.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

K.K. Handique Government Sanskrit College was established in 1970 and obtained permission from Gauhati University to start Upadhi courses. In 2015, it received permanent affiliation from Gauhati University and was included under sections 2f and 12B of the UGC Act. The college strives to create a conducive environment for Sanskrit learning in the North East region. Since adopting the semester system in 2014, the college has adjusted its syllabus accordingly, approved by the Academic Council of Gauhati University and KBVSAS University. Governance and management are overseen by the Government of Assam, with academic matters supervised by Gauhati University and KBVSASU. The college's Academic Calendar, based on the one prepared by KBVSAS University, regulates class schedules, semester breaks, examinations, and other activities. Weekly seminars conducted by various departments enrich students' knowledge. Despite relying on government funding, the college provides infrastructure support such as safe drinking water, sports facilities, and a library with over 15,000 books covering various subjects, including Sanskrit, literature, and history. Plans are underway for infrastructure development to enhance Sanskrit education. The college recently shifted affiliation to Kumar Bhaskar Varma Sanskrit and Ancient Universities and actively participates in university

committees. The college library boasts a vast collection of rare Sanskrit texts and books on diverse subjects. With a focus on ancient Indian sciences, the college emphasizes subjects like Yoga, Jyotisha, and Tantra. Celebrating its 50th anniversary in 2020, the college received recognition as the Best College Teaching Sanskrit in Assam at the 2014 CMAI National Assam Education Summit & Awards.

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

7.3.2 - Plan of action for the next academic year

Nil