

SONARI COLLEGE

Affiliated to Dibrugarh University



Supporting Documents for NAAC Self Study Report (SSR) (3rd Cycle) Period: 2018-2023

Criterion 6	GOVERNANCE, LEADERSHIP AND MANAGEMENT
Key Indicator 6.3	FACULTY EMPOWERMENT STRATEGIES
Metric No. 6.3.1	THE INSTITUTION HAS PERFORMANCE APPRAISAL SYSTEM, EFFECTIVE WELFARE MEASURES FOR TEACHING AND NON-TEACHING STAFF AND AVENUES FOR CAREER DEVELOPMENT/PROGRESSION

Submitted to



Submitted by **IQAC, Sonari College, P.O. Sonari,
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Metric No.
6.3.5

Institutions Performance Appraisal System for teaching and non- teaching staff

6.3.5 Student feedback system of Sonari College



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OFFICE OF THE PRINCIPAL SONARI COLLEGE

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Ref. No.

Students Feedback Analysis 2021-22

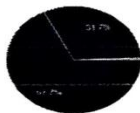
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Total responses: 189

Out of the 189 students, 67.7% students are female and 31.7% are male. 66.5% are 'OBC', 22.9% are 'General'. 6.5% students are 'SC'. 4.1% students are 'ST'.

Gender

189 responses

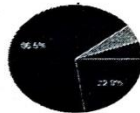


Female
Male
Other

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Category

189 responses



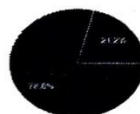
General
OBC
SC
ST

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78.8% students are from Arts Stream and 21.2% are from Science Stream. 95.2% students have Honours and 4.8% are Non-Honours (Pass Course) students.

Stream

189 responses



Arts
Science

Copy

Program/Course

189 responses



Honours
Pass Course

Copy

56.6% are 4th Semester students, 31% students are from 1st Semester, 11.6% are from 2nd Semester. 24.3% students are from the Deptt. of Education, 15.3% are from the Deptt. of

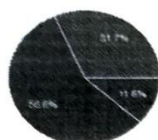
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English, 13.2% are from the Deptt. of Economics, 14.3% students are from the Deptt. of Assamese. 8.9% students are from the Deptt. of Chemistry, 7.5% are from the Deptt. of Political Science, 6.5% are from the Deptt. of Botany, 5.2% are from the Deptt. of History, 4.8% are Non-Honours students.

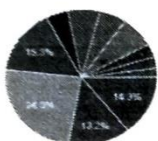
Semester
167 responses



- 1st Semester
- 2nd Semester
- 3rd Semester
- 4th Semester
- 5th Semester

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Department
167 responses



- Assamese
- Economics
- Education
- English
- History
- Political Science
- Botany
- Chemistry

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1. 51.9% students 'agreed' that teachers complete the syllabus in time. 39% 'strongly agreed'. 9.1% students 'partially agreed'.

1. Teachers complete the syllabus in time.
167 responses

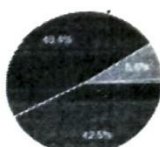


- Strongly Agree (31)
- Agree (27)
- Partially Agree (11)
- Disagree (8)

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2. 48.4% students 'agreed' that teachers communicate clearly and inspire students. 42.5% 'strongly agreed'. 8.6% 'partially agreed'.

2. Teachers communicate clearly and inspire students by his/her teaching
166 responses



- Strongly Agree (27)
- Agree (20)
- Partially Agree (11)
- Disagree (8)

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3. 51.9% students 'agreed' that teachers encourage participation and discussion in class. 42.6% 'strongly agreed'. 4% 'partially agreed' and 1.5% 'disagreed'.

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3 Teachers encourage participation and discussion in class.
163 responses



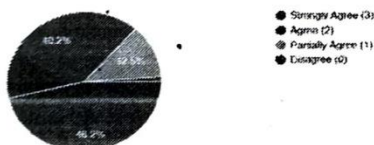
4.Regarding use of modern teaching aids by teachers, 47% students 'agreed', 20.8% 'strongly agreed', 20.2% 'partially agreed' and 12% 'disagreed'.

4 Teachers use modern teaching aids, handouts, suitable references, PowerPoint presentations, web resources etc
162 responses



5.46.2% students 'strongly agreed' that teacher's attitudes towards students are helpful and friendly. 40.2% students 'agreed', 12.5% 'partially agreed'.

5 Teacher's attitudes towards students are helpful and friendly.
154 responses



6. 57.5% students 'agreed' that the evaluation process is fair and unbiased. 30.4% 'strongly agreed' and 10.5% 'partially agreed'. 1.6% 'disagreed'.

6 The evaluation process is fair and unbiased.
161 responses



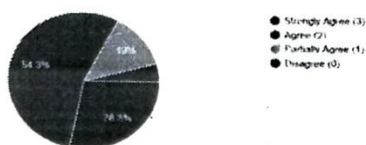
7. Regarding regular and timely feedback on student's performance, 54.3% students 'agreed', 28.3% students 'strongly agreed', 13% 'partially agreed' and 4.4% 'disagreed'.

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7. Regular and timely feedback is given on student's performance
184 responses



8. 49.2% students 'agreed' that results and attendance are displayed on time. 39.9% 'strongly agreed' and 10.9% 'partially agreed'.

8. Results and attendance records are displayed on time.
185 responses



9. 55.7% students 'agreed' that the prescribed books/reading materials are available in the library. 26.8% 'strongly agreed', 12% 'partially agreed' and 5.5% 'disagreed'.

9. The prescribed books/reading materials are available in the library.
183 responses



10. 54.9% students 'agreed' that college administration is supportive and fulfils the needs of students. 24.7% 'strongly agreed', 15.9% 'partially agreed' and 4.5% 'disagreed'.

10. College administration is supportive and fulfils the needs of students
182 responses



11. 48.4% students 'agreed' that reading space in library is satisfactory. 37.9% 'strongly agreed' and 12.6% 'partially agreed'.

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11. Reading space in library is satisfactory
182 responses

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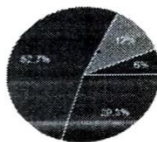


● Strongly Agree (3)
● Agree (7)
● Partially Agree (1)
● Disagree (0)

12. 52.7% students 'agreed' that the library staff is cooperative and helpful. 29.3% 'strongly agreed', 12% 'partially agreed' and 6% 'disagreed'.

12. The library staff is cooperative and helpful
184 responses

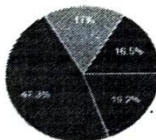
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● Strongly Agree (3)
● Agree (2)
● Partially Agree (1)
● Disagree (0)

13. 47.3% students 'agreed' that internet facilities are available in the campus, 19.2% 'strongly agreed', 17% 'partially agreed' and 16.5% 'disagreed'.

13. Internet facilities are available in the campus.
182 responses



● Strongly Agree (3)
● Agree (2)
● Partially Agree (1)
● Disagree (0)

14. 53.6% students 'agreed' that the office staff is helpful, 31.7% 'strongly agreed', 13.1% 'partially agreed' and 1.6% 'disagreed'.

14. The office staff of the college is helpful
183 responses



● Strongly Agree (1)
● Agree (2)
● Partially Agree (1)
● Disagree (0)

15. 49.2% students 'agreed' that clean drinking water is available in the campus, 34.4% 'strongly agreed'. 12.6% 'partially agreed' and 3.8% 'disagreed'.

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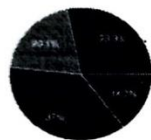
15. Clean drinking water is available in the campus.
193 responses



● Strongly Agree (3)
● Agree (7)
● Partially Agree (17)
● Disagree (68)

16. 37% students 'agreed' that toilets/washrooms are hygienic and well-maintained, 28.3% 'disagreed', 20.1% 'partially agreed' and 14.7% 'strongly agreed'.

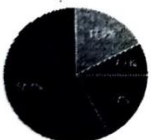
16. Toilets/Washrooms are hygienic and well-maintained.
193 responses



● Strongly Agree (15)
● Agree (22)
● Partially Agree (11)
● Disagree (10)

17. 57.7% students 'agreed' that grievances/problems are redressed /solved in time, 17% 'strongly agreed'. 17.6% 'partially agreed' and 7.7% 'disagreed'.

17. Grievances/problems are redressed/solved well in time.
193 responses



● Strongly Agree (3)
● Agree (22)
● Partially Agree (11)
● Disagree (10)

18. 50.3% students 'agreed' that the campus is green and eco-friendly, 40.4% 'strongly agreed' and 9.3% students 'partially agreed'.

18. The campus is green and eco-friendly.
193 responses



● Strongly Agree (3)
● Agree (22)
● Partially Agree (11)
● Disagree (10)

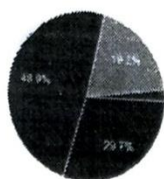
19. 48.9% students 'agreed' that the classrooms are clean and well-maintained. 29.7% 'strongly agreed', 19.2% 'partially agreed' and 2.2% 'disagreed'.

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19. The classrooms are clean and well maintained.
197 responses



● Strongly Agree (3)
● Agree (2)
● Partially Agree (1)
● Disagree (0)

20. 53.9% students 'agreed' that the campus has adequate power supply, 32.2% 'strongly agreed', 12.8% 'partially agreed' and 1.1% 'disagreed'.

20. The campus has adequate power supply.
180 responses



● Strongly Agree (3)
● Agree (2)
● Partially Agree (1)
● Disagree (0)


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Date.....

Teachers' Feedback Analysis (2021-2022)

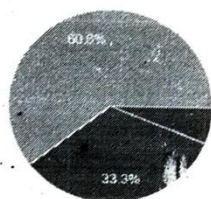
Total Responses: 33

1. Regarding contents and design of curriculum 60.6% teachers 'agreed', 33.3% responded 'neutral'. 1% teachers opted for 'disagree'.

1. Contents and design of curriculum are job-oriented and as per market demand

33 responses

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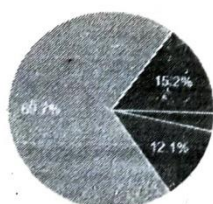
● Disagree (1)
● Neutral (2)
● Agree (3)
● Strongly Agree (4)

2. Regarding full autonomy to adopt new techniques, 69.7% teachers 'agreed', 15.2% 'strongly agreed', 12.1% remained 'neutral'. 3% opted for 'disagree'.

2. I have full autonomy to adopt new techniques to teach and evaluate the students

33 responses

☐ Copy



● Disagree (1)
● Neutral (2)
● Agree (3)
● Strongly Agree (4)

3. Regarding availability of books and journals, 54.5% 'agreed', 39.4% remained 'neutral'. 6.1% 'strongly agreed'.

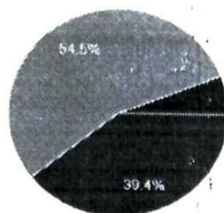
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3. The books and journals are available sufficiently for teaching and research purpose ☐ Copy

33 responses

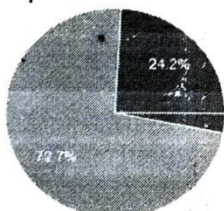


- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)

4. Regarding overall environment of the college and support of the principal, 72.7% teachers 'agreed', 24.2% 'strongly agreed'. 3.1% teachers remained 'neutral'.

4. The overall environment of the college and support of the principal are conducive to teaching and research ☐ Copy

33 responses

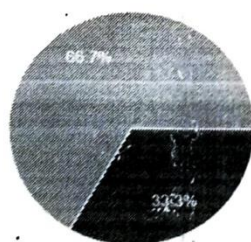


- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)

5. Regarding infrastructural facilities in the college, 66.7% teachers 'agreed', 33.3% selected the category 'neutral'.

5. Infrastructural facilities are adequate in the college ☐ Copy

33 responses



- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)


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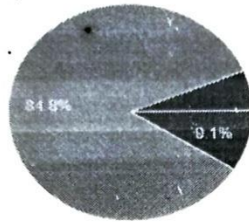
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6. 84.8% teachers 'agreed' that students are disciplined, cooperative and respectful towards the teachers, 9.1% remained 'neutral'. 6.1% 'strongly agreed'.

6. Students are discipline, cooperative and respect the teachers

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33 responses



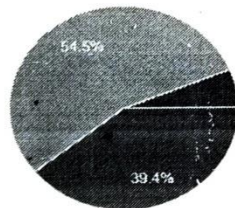
- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)

7. Regarding cleanliness and maintenance of departments, toilets, playground, classrooms and library, 54.5% teachers 'agreed', 39.4% remained 'neutral'. 6.1% 'strongly agreed'.

7. Departments, toilets, playground, classrooms, and library are clean and well maintained

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
33 responses



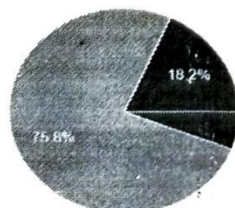
- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)

8. 75.8% teachers 'agreed' that purified drinking water is available, 18.2% 'strongly agreed'. 6% remained 'neutral'.

8. Purified drinking water is available

 Copy

33 responses



- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)


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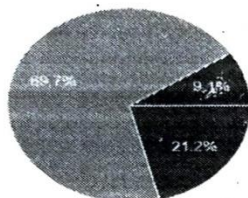

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9. Regarding timely and adequate supply of laboratory equipments, 69.7% teachers 'agreed', 9.1% 'strongly agreed' and 21.2% remained 'neutral'.

9. Laboratory requirements, viz. equipment, chemicals, and specimens are supplied timely and adequately

 Copy

33 responses



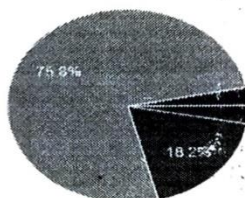
● Disagree (1)
● Neutral (2)
● Agree (3)
● Strongly Agree (4)

10. 75.8% teachers 'agreed' that ICT based teaching facilities are available, 18.2% remained 'neutral'. 3% teachers 'strongly agreed' and 3% 'disagreed'.

10. ICT based teaching facilities are available

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
33 responses



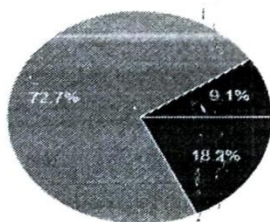
● Disagree (1)
● Neutral (2)
● Agree (3)
● Strongly Agree (4)

11. 72.7% teachers 'agreed' that effective mechanism is available for feedback, review and performance enhancement of teachers, 18.2% remained 'neutral', 9.1% 'strongly agreed'.

11. Effective mechanism is available for feedback, review and performance enhancement of teachers

 Copy

33 responses



● Disagree (1)
● Neutral (2)
● Agree (3)
● Strongly Agree (4)


12. Regarding maintenance of data and document, 84.8% teachers 'agreed', 9.1% remained 'neutral'. 6.1% teachers 'strongly agreed'.

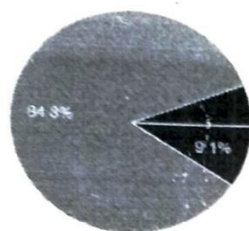

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12. Data, and documents are well maintained
33 responses


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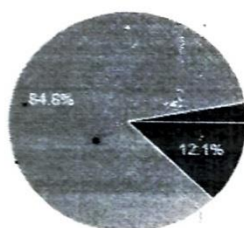


- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)

13. 84.8% teachers 'agreed' that the needs of the teachers are identified and satisfied accordingly, 12.1% remained 'neutral'. 3.1% 'strongly agreed'.

13. The needs of the teachers are identified and satisfied accordingly
33 responses


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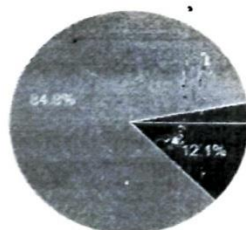


- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)

14. 84.8% teachers 'agreed' that college authority appreciates individual work, 12.1% remained 'neutral'. 3.1% 'strongly agreed'.

14. Appreciation of individual work is given by the college authority
33 responses

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- Disagree (1)
- Neutral (2)
- Agree (3)
- Strongly Agree (4)


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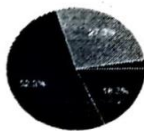
Alumni Feedback Analysis (2021-2022)

Total responses:44

1. Regarding the content and design of the curriculum 52.3% Alumni responded in the category 'satisfied'.18.2% responded in the category 'highly satisfied'. 27.3% remained 'neutral'. 2.2% responded 'unsatisfied'.

1. The content and design of the curriculum are relevant to current job and occupation

44 responses



● Highly satisfied (4)
● Satisfied (23)
● Neutral (27)
● Unsatisfied (1)

2. Regarding overall infrastructural facilities, 56.8% responded in the category 'satisfied'.18.2% responded in the category 'highly satisfied'. 25% remained 'neutral'.

2. Overall infrastructural facilities

24 responses

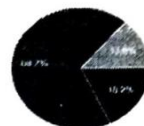


● Highly satisfied (4)
● Satisfied (14)
● Neutral (6)
● Unsatisfied (1)

3. Regarding class-room and laboratory, 68.2% Alumni responded in the category 'satisfied'. 18.2% responded 'highly satisfied'. 13.6% remained 'neutral'.

3. Class room and laboratory

22 responses



● Highly satisfied (4)
● Satisfied (15)
● Neutral (3)
● Unsatisfied (1)

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4. Regarding library, 59.1% Alumni responded in the category 'satisfied', 27.3% responded 'highly satisfied', 9.1% responded 'unsatisfied'. 4.5% remained 'neutral'.

4. Library
11 responses



5. Regarding faculty, 54.5% Alumni responded in the category 'satisfied', 36.4% responded 'highly satisfied', 7.5% remained 'neutral' and 1.6% responded 'unsatisfied'.

5. Faculty
18 responses



6. Regarding office staff, 56.8% Alumni responded in the category 'satisfied', 34.1% responded 'highly satisfied' and 9.1% remained 'neutral'.

6. Office staff
14 responses



7. Regarding hostel facilities, 45.5% Alumni responded in the category 'satisfied', 11.4% responded 'highly satisfied', 40.9% remained 'neutral'. 2.2% responded 'unsatisfied'.

7. Hostel facilities
18 responses



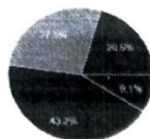
8. Regarding Canteen facilities, 43.2% Alumni responded in the category 'satisfied', 9.1% responded 'highly satisfied', 27.3% remained 'neutral' and 20.5% responded 'unsatisfied'.

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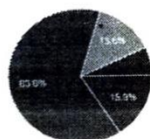
6 Canteen facilities
44 responses



- Highly satisfied (4)
- Satisfied (7)
- Neutral (7)
- Unsatisfied (1)

9. Regarding Sports facilities, 63.6% Alumni responded 'satisfied', 15.9% responded 'highly satisfied', 13.6% remained 'neutral' and 6.9% responded 'unsatisfied'.

9 Sport facilities
44 responses



- Highly satisfied (4)
- Satisfied (28)
- Neutral (12)
- Unsatisfied (1)

[Signature]
Principal
SONARI COLLEGE
SONARI

[Signature]
CO-ORDINATOR
IQAC
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[Signature]
Principal
SONARI COLLEGE
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[Signature]
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Metric No:	Heading
6.3.5	Institutions Performance Appraisal System for teaching and non- teaching staff

Samples of Action Taken Reports on Feedbacks



OFFICE OF THE PRINCIPAL SONARI COLLEGE

P.O.: Sonari, Dist.: Charaideo (Assam)

PIN 785690

e-mail:principalsonaricollege@gmail.com

Phone No .03772 256515(O)

Ref. No.

Date...06.06.2019....

Action Taken Report on Students' Feedback: 2018-2019

In the academic session 2018-2019, the IQAC, Sonari College, Sonari collected feedback from the students of BA, B.Sc. 4th Semester and 6th Semester on some specific areas such as teaching learning evaluation system, course and campus infrastructure facilities, library facilities, Institutional administrative mechanism etc. Feedbacks were collected in four responses i.e. Strongly Agree, Agree, Partially Agree and Disagree. On the basis of the comments and suggestions of the feedback, necessary actions were taken as follows:

- Depending on the feedback report, the college authority took immediate steps to improve smart classrooms of the college.
- On the basis of the comments regarding infrastructure of the college, the college authority decided to renovate the college auditorium and other classrooms to accommodate maximum no. of students in a class. The college authority also improved the existing digital conference hall so that teachers might use it for audio-visual presentation to students.
- On the basis of the feedback given by students, the college authority took steps to provide ICT facilities like smart boards in some of the classrooms.
- New tables were provided in classrooms.
- The college authority took steps to improve students' toilets (both for boys and girls). A sweeper was engaged to clean the toilets.

[Signature]
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[Signature]
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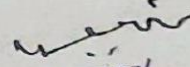
Ref. No.

Date. 29-05-20

Action Taken Report on Students' Feedback: 2019-2020

In the academic session 2019-2020, the IQAC, Sonari College, Sonari collected feedback from the students of BA, B.Sc. 4th Semester and 6th Semester on some specific areas such as teaching learning evaluation system, course and campus infrastructure facilities, library facilities, Institutional administrative mechanism etc. Feedbacks were collected in four responses i.e. Strongly Agree, Agree, Partially Agree and Disagree. On the basis of the comments and suggestions of the feedback necessary action were taken as follows:

- Depending on the feedback report, the college authority took immediate steps to improve smart classrooms of the college.
- On the basis of the comments regarding infrastructure of the college, the college authority renovated the college auditorium.
- On the basis of the feedback given by the students, the college authority took steps to improve drinking water facilities in college campus.


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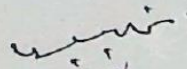
Ref. No.

Date.. 28.05.2023

Action Taken Report on Students' Feedback: 2020-2021

In the academic session 2020-2021, the IQAC, Sonari College, Sonari collected feedbacks from the students of B.A & B.Sc. 4th & 6th Semester regarding the teaching learning environment of the college. Each question of the questionnaire was set to collect factual opinion of students on completion of syllabus on time, communication skill and use of modern teaching aids by teachers, commitment and helping attitude of the teacher, transparency of the evaluation system, about regular and timely feedback, timely display of results and attendance records, availability of books and reading materials, about college administration, library facilities, internet facilities, about infrastructure in the college, clean drinking water facilities etc. Feedbacks were collected in four responses i.e. Strongly Agree, Agree, Partially Agree and Disagree. On the basis of the comments and suggestions, necessary actions were taken as follows:

- Depending on the feedback report, the college authority took immediate steps to improve smart classrooms of the college.
- On the basis of the comments regarding infrastructure of the college, the college authority renovated the college auditorium and mini conference hall.
- Toilet Blocks for students were applied and approved by ONGC, Sivasagar.
- Depending on the feedback given by students, the college authority took immediate steps for cleanliness of the classrooms. A sweeper was engaged to clean the classrooms.
- Gymnasium equipments were brought to improve the existing gym inside indoor stadium.


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Phone No .03772 256515(O)


Ref. No.

Date 04-06-23

Action Taken Report on Students' Feedback: 2021-2022

In the academic session 2021-2022, the IQAC, Sonari College, Sonari collected feedbacks from the students of BA, B.Sc. 4th Semester and 6th Semester on some specific areas such as teaching learning evaluation system, course and campus infrastructure facilities, library facilities, Institutional administrative mechanism etc. Feedbacks were collected in four responses i.e. Strongly Agree, Agree, Partially Agree and Disagree. On the basis of the comments and suggestions of the feedback necessary actions were taken as follows:

- Depending on the feedback report the college authority took immediate steps to buy smart boards (both fixed and movable) for classrooms to provide ICT based learning environment to the students.
- On the basis of the comments and suggestions of the students, the college authority decided to arrange extra-curricular activities like sports competition, music competition on some special days. Likewise, BhupendraSangeetcompetiton was held among the students in the college auditorium on 5th November, 2022 on the occasion of the death anniversary of 'Hudhakantha Dr. BhupenHazarika'.
- Campus beautification work is in progress


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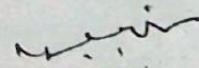
Ref. No.

Date. 04-07-2023

Action Taken Report on Students' Feedback: 2022-2023

In the academic session 2022-2023, the IQAC, Sonari College, Sonari collected feedbacks from the students of B.A & B.Sc. 4th & 6th Semester regarding the teaching learning environment of the college. Each question of the questionnaire was set to collect factual opinion of students on completion of syllabus on time, communication skill and use of modern teaching aids by teachers, commitment and helping attitude of the teacher, transparency of the evaluation system, about regular and timely feedback, timely display of results and attendance records, availability of books and reading materials, about college administration, library facilities, internet facilities, about infrastructure in the college, clean drinking water facilities etc. Feedbacks were collected in four responses i.e. Strongly Agree, Agree, Partially Agree and Disagree. On the basis of the comments and suggestions, necessary actions were taken as follows:

- Depending on the feedback report, the college authority took immediate steps to improve smart classrooms of the college and the teachers of the college were encouraged to use modern teaching techniques like PPT Presentation, Visual Aids to make teaching-learning more interesting and effective. The college authority instructed the teachers to complete their syllabus on time and also demonstrate practicals as per requirement of the syllabus.
- The college authority improved the existing digital conference hall so that teachers might use it for audio-visual presentation to students.
- Department wise CBCS textbooks and reference books were bought for central library, Sonari college. Important Journals for both Arts Stream and Science Stream were also subscribed as per the recommendations of the departments.
- On the basis of the comments and suggestions of the students, the college authority decided to arrange extra-curricular activities like sports competition, music competition on some special days. Likewise, various competitions were organized by Nehru Yuva Kendra, Sivasagar in collaboration with Sonari College on 14th June, 2023. Students from Sonari College participated in competitions like Painting Competition, Poem Writing Competition, Photography Competition, Declamation Competition and Cultural Fest (Group Event) Competition.


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Phone No .03772 256515(O)

Ref. No.


Date...20-07-2023

Action Taken Report on Alumni Feedback: 2018-2023

IQAC, Sonari College annually collects feedback from the alumni of different departments. On the basis of the feedback received from the alumni, the college authority has been taking sincere efforts to fulfill the expectations of the alumni. A survey was conducted among the alumni of the college and they responded to various questions regarding content and design of the curriculum, infrastructural facilities, classroom and laboratory facilities, library facilities, about faculty, office staff, hostel facilities, canteen facilities etc.

From the feedback and recommendations received from the alumni, the following actions were taken by the college authority.

- Some of the classrooms have been converted into smart classrooms by installing smart boards as per the requirements of students and teachers. Smart board has been installed in mini conference hall of Sonari College.
- On 5th August, 2019, the day of inaugural ceremony of Sonari College Golden Jubilee, foundation stone of Alumni RCC building of Sonari College was laid down by Sri Golap Chandra Borgohain, founder principal of Sonari College.
- In 2018, Assam Type classroom was constructed on the 3rd floor Science & Arts Building under UNTIDE Fund 2017-2018.
- In 2018-2019, Car/Cycle/Motor Cycle Garage was constructed in front of Boys' Hostel under RUSA.
- As per feedback and comments, reading space in college library was extended. Reading room in college library was constructed on ground floor under Rashtriya Uchchattar Shiksha Abhiyan (RUSA), Govt. of India. It was inaugurated by Mr. Tapan Kumar Gogoi, Honourable MP, Jorhat Lok-Sabha Constituency on 5th August, 2019.
- The damaged college road of Sonari College was re-constructed with WBM and 80 MM Paver block under Sonari Municipal Board for 2022-2023. It was constructed under 15th Finance Commission. The road was inaugurated by Mr. Tapan Kumar Gogoi, Honourable MP, Jorhat Lok-Sabha Constituency on 16th August, 2022 in the presence of Mr. Dharmeswar Konwar, Honourable MLA of Sonari LAC and Mr. Tilak Chandra Neog, Honourable Chairman of Sonari Municipal Board.
- Depending on the feedback, the college authority took immediate steps to renovate the kitchen of Sonari college girls' hostel, Satsari. Kitchen slabs were renovated with tiles.


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Ref. No.


Date...30-08-2023

Action Taken Report on Parents' Feedback: 2018-2023

An annual survey is conducted in each academic session by sending feedback forms to parents of students. The feedbacks were collected in the areas of admission procedure, examination system, evaluation of students, content and design of the curriculum, career counseling and guidance, library facilities, infrastructure and academic environment. Besides these, some suggestions were also invited from the parents to make the academic environment of the college more students friendly.

The feedback data were analysed and suggestions were considered carefully for the future activities in the college. Based on the feedback the following steps were taken for the overall development of the college.

- i) The college website has been developed in such a way that the students and their parents can easily access any information relating to academic and examination related matters.
- ii) Admission system has become fully online and transparent.
- iii) Some of the classrooms have been converted into smart classrooms by installing smart boards as per the requirements of students and teachers. Smart board has been installed in mini conference hall of Sonari College.
- iv) Toilet blocks for students have been applied and approved by ONGC, Sivasagar.
- v) Saplings of valuable trees were planted in the college campus during the Golden Jubilee Year, 2020. Every year, on 5th June saplings of medicinal plants and other valuable trees are planted in the college campus.
- vi) The infrastructure in the library has been improved. Sonari college library has been fully digitalized in the year 2023. Library WebOPAC is accessible via the internet. All the library users can search the required book from their mobiles or laptops. Besides this, college library has adopted a new technology with a barcode scanner. All library user gate entry login and logout details have been computerized.


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Metric No.	Heading
6.3.5	Institutions Performance Appraisal System for teaching and non- teaching staff
	Samples of a few Faculty Promotion letters to DHE

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PIN 785890
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Phone No. 03772 256515(O)
Fax No. 03772 256515

Ref. No.JSC/2019/..... Date.....

To
The Director of Higher Education, Assam
Kahilipara
Gowahati - 79

Sub: Prayer for Fixation of pay and Placement in to Academic Level - 11 (Assistant Professor (Sr.) of Smti Padma Kumari Gogoi, Dept. of Assamese.

Ref: DHE/CE/UGC/289/2019 dated Kahilipara, the 15-06-2019.

Madam,

Inviting a reference to the subject cited above I have the honour to submit herewith the necessary particulars of Smti Padma Kumari Gogoi, Assistant Professor, Dept. of Assamese of this College for Fixation of Pay and Placement in to Assistant Professor (Academic Level 11) and duly recommended her name for CAS Promotion in Annexure 'C' in No.25 by the Screening Committee.

That Madam, may I request you to consider the prayer favourably and oblige.

This is for favour of your information and kind perusal.

Yours faithfully,

[Signature]
Principal,
Sonari College,
Sonari
Principal
SONARI COLLEGE
SONARI

Enclosed -

1. Appendix VIII
2. Screening Committee Notification.
3. Formal Approval Letter.
4. IPS
5. Xerox Copy of Service Book (up to date)

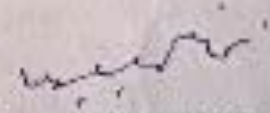
[Signature]
Principal
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APPENDIX - VIII
(See Rule 8 Note (v) (e) of Rules)
Form for Fixation of Initial Pay under Assam Services
(Revision of Pay) Rules, 2010

1. Department/Office **SONARI COLLEGE, SONARI**
2. Name of the Govt. employee **SMT. PADMA KUMARI GOGOI.**
3. Post held
- (i) Name of the post PERMANENT (Permanent/Temporary)
- (ii) Status SUBSTANTIVE (Substantive/Officiating/On Probation)
4. Date from which revised pay structure is notionally applicable : **01-04-2016.**
5. Existing Scale of Pay **Rs. 15,600 — 39,100 AGP Rs. 6,000/-**
6. Basic Pay in the Pre-revised pay scale on the date from which revised pay structure is applicable **Rs. 25,790/-**
7. Pay in the Pay Band (by applying multiplication factor of 2.67 subject to minimum of the Pay Band) **Rs. 68,900/-**
8. Academic Level : **11**
9. Adhoc Element (as per Rule 8(A)(a)(ii) of rules and as shown in Element table at Appendix VII) : **Rs.**
10. Revised Basic Pay (Total Sl. No. 6 + 9) : **Rs. 68,900.00**
11. Initial Pay (Sl. No. 10) fixed at **Rs. 68,900.00** on **24-09-2019.**
12. Date of next increment : **01-07-2018**


Signature of Head of Office
Designation of Head of Office
Principal
SONARI COLLEGE
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For use in Audit Office

- i. Initial Pay Fixed at Rs. _____ With effect from _____
- ii. Date of next increment _____

Assistant Accountant General/Accounts Officer
Office of the Accountant General, Assam.


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GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA, GUWAHATI-19.

No.DHE/CE/UGC/429/2021/20

Dated Kahilipara, the 15-02-2022

From:- Sri Dharma Kanta Mili, ACS
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To,
The Principal,
Sonari College,
P.O.: Sonari, District: Charaideo.

Sub: Fixation of Pay in Senior Scale of Pay.

Ref.:- Your letter No.DHE/SC/2020/702, Dated 05-08-2020.

Sir,

With reference to the subject cited above, I have the honour to state that the pay of the under mentioned Assistant Professor of your college is hereby fixed as below:

Name of Assistant Professor	Department	Pay fixed	Date of effect	Scale of pay	Date of next increment
Dr. Pronita Kalita	Education	Rs.68900/-	29-09-2017	Rs.68900-205500/- (Level-11)	01-07-2018

This is for your information and necessary action.

For drawal of arrear, separate order will follow subject to availability of fund.

Yours faithfully

Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Dated Kahilipara, the 15-02-2022

Memo No.DHE/CE/UGC/429/2021/20-A

Copy to:-

1. The A.C.(B) Branch of this Directorate.
2. The Audit Branch of this Directorate.
3. The Person concerned.
4. The Guard File.

Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Dated Kahilipara, the 15-02-2022

Memo No.DHE/CE/UGC/429/2021/20-B

Copy to:-

1. The Accountant General (A & E) Assam, Maidamgaon, Beltola, Guwahati -29.
2. The Treasury Officer, Sonari.

Attested
[Signature]
Principal
SONARI COLLEGE
SONARI

15/02/22
Senior Finance and Accounts Officer
O/O the Director of Higher Education, Assam
Kahilipara, Guwahati-19.

[Signature]
Principal
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[Signature]
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Est. 1970

OFFICE OF THE PRINCIPAL
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PIN 785690

e-mail: principalsonaricollege@gmail.com

Phone No. 03772 256515(0)

No. D/H/ESC/7022/414

Date 12-02-2021

To

The Director of Higher Education, Assam
Kahilipara
Guwahati - 781 001

Sub : Promotion to and placement in Selection Grade Scale of Pay (Stage III).

Sir,

With reference to the subject cited above I have the honour to submit herewith the necessary documents of Sri Jyoti Prasad Phukan, Assistant Professor, Department of Zoology for Promotion to and placement in Selection Grade Scale of Pay (Stage III).

Therefore, I request you kindly to promote him and place in the Selection Grade Scale of Pay (Stage III).

This is for favour of your kind information and necessary action.

Yours faithfully,

Enclosure :

1. G.B Resolution
2. UGC Enclosed Format
3. DPC Proceeding
4. DPC Report
5. DPC Comparative Statement
6. V.C.'s letter for formation of DPC.
7. Xerox copies of O.C. and R.C. Certificate
8. Prior & Formal Approval letters.
9. I.P.S.
10. Xerox Copy of Service Book (Up to date)
11. ACR in seal packets
12. Application of the incumbent for Promotion to and placement.
13. PBAS proforma & supporting documents.


Principal,
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OFFICE OF THE PRINCIPAL SONARI COLLEGE

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PIN 785690

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Phone No. 03772 256515(0)

Ref. No. DHE/SC/2023/50

To

The Director of Higher Education, Assam
Kahilipara,
Guwahati-19

Date 24.01.2023

Sub.: Proposal for Promotion and Placement in Associate Professor Scale of Pay (Stage IV)

Sir,

I have the honour to state that Dr. Anita Konwar Assistant Professor (Selection Grade) (Stage III), Department of English, Sonari College has applied for promotion and placement in Associate Professor Scale of Pay (Stage IV). The selection Committee comprising VC nominated members has duly selected and recommended her name for the same.

May I, therefore, request you kindly to consider the proposal of Dr. Anita Konwar, Assistant Professor (SG), Department of English, Sonari College, promote and place her in Associate Professor Scale of Pay (Stage IV). I enclose the relevant documents for favour of your kind perusal.

With best regards,

Enclosures:

1. GB Resolution
2. V.C. Nominee Letter of DPC
3. DHE Letter for Assessment of API for Stage Promotion
4. DPC Proceeding
5. DPC Report
6. DPC Checklist
7. Consolidated Interview Mark of DPC
8. Consolidated Statement of API Score for 3 Years
9. Tabular Statement by Principal
10. PBAS Proforma for 3 Years
11. Prior and Formal Approval Letters
12. Appointment Letter
13. Joining Report
14. DHE Order regarding regular pay scale
15. DHE Order regarding fixation in Senior Scale of Pay (Stage II)
16. DHE Order regarding fixation in Selection Grade Scale of Pay (Stage III)
17. DHE Order regarding Ph.D. advance increments
18. IPS (6 Nos.)
19. APR in Sealed Packets for 3 years
20. Copies of OC & RC Certificates
21. Copies of Short-Term Course Certificates
22. Copies of M.Phil. & Ph.D. Certificates
23. Xerox copy of the Paper published in UGC Care List Journal *Kala Sarovar*
24. Copy of Service Book (Up to date)
25. Statement of Immovable Property

Yours faithfully

Anita Konwar
Principal
Sonari College
Principal
Sonari College
Sonari



Anita Konwar
Principal
SONARI COLLEGE
SONARI



[Signature]
CO-ORDINATOR
IQAC
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Format for Individual Profile

PART A: GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (in Block Letters) :
2. Father's Name/Mother's Name :
3. Department :
4. Education Qualification :
5. Current Designation & Grade Pay :
6. Date of Last Promotion :
7. Which position and grade pay are you an applicant under CAS? :
8. Date of eligibility for promotion :
9. Date and Place of Birth :
10. Sex :
11. Marital Status :
12. Nationality :
13. Indicate whether belongs to SC/ST/OBC Category :
14. Address for correspondence (with PIN code) :
15. Permanent Address (with PIN code) :
Telephone Number :
E-Mail :

16. Academic Qualifications (HSLC onwards):

Examination	Name of Board/University	Year of Passing	Division/Class/Grade	Subject
HSLC				
Intermediate (10+2)				
B.A./B.Sc./B.Com./M.Mus./Others				
M.A./M.Sc./M.Com./M.Mus./Others				
Other Exams (if any)				

17. Research Degree (S)

Degree	Title	Date of Award	University
M.Phil.			
Ph.D./D.Phil.			
D.Sc./D.Litt.			


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IQA.C
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18.Appointment held prior to joining this institution

Designation	Name of Employer	Date of Joining		Salary with Grade	Reason of leaving
		Joining	Leaving		

19.Posts held after appointment at this Institution

Designation	Department	Date of Joining		Grade
		From	To	

20. Period of teaching Experience: P.G. Classes (in Years)

U.G. Classes (in Years)

21. Research Experience excluding years spent in M.Phil./Ph.D. (in Years):

22. Fields of Specialization under the Subject/Discipline (If any)

(a)

(b)

23. Academic Staff College Orientation/Refresher Course/Summer School/any other course attended:

Name of the course	Place	Duration	Sponsoring Agency

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PART B: ACADEMIC PERFORMANCE INDICATORS

CATEGORY: I. TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

- (i) Lectures, Seminars, Tutorials, Practicals, Contact Hours (give semester-wise details, where necessary)

Sl.No.	Course	Level	Mode of teaching	Hours per week allotted	% of classes taken as per documented record

Lecture (L), Seminars (S), Tutorials (T), Practical (P), Contact Hours (C)

- (ii) Reading/Instructional material consulted and additional knowledge resources provided to students

Sl.No.	Course/paper	Consulted	Prescribed	Additional Resource provided

- (iii) Use of Participatory and innovative Teaching-Learning/Audio-visual teaching aid, Updating of subject content, Course Improvement etc.

Sl.No.	Short Description
	Total Score (Max. Score: 20

- | | |
|------|---|
| (iv) | Examination Duties Assigned and Performed |
|------|---|

Sl.No.	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)

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**CATEGORY : II CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT
RELATED ACTIVITIES**

Sl.No.	Type of Activities
	(i) Extension, Co-curricular & Field based activities.
	(ii) Contribution to Corporate Life and Management of the Institution
	(iii) Professional Development Activities

CATEGORY-III: RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS

(A) Published Papers in Journals

Sl. No.	Title with page No.	Journal	ISSN/ISBN No	Whether peer reviewed. Impact factor, if any	No. of Coauthors	Whether you are the main author

B (i) Articles/ Chapters published in Books

Sl. No.	Title with page No.	Book title, Editor and Publisher	ISSN/ISBN No	Whether peer reviewed.	No. of Coauthors And Date of Publication	Whether you are the main author

[Signature]
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(ii) Full papers in Conference Proceedings

Sl. No.	Title with page No.	Details of conference publications	ISSN/ISBN No	No. of Coauthors And Date of Publication	Whether you are the main author

(iii) Books published as single author or as editor

C) Ongoing and Completed Research Projects and Consultancies

(i & ii). Ongoing Research Projects and Consultancies

Sl.No.	Title	Agency	Period	Grant/Amount mobilized (Rs Lakhs)

(iii & iv). Completed Research Projects and Consultancies

Sl.No.	Title	Agency	Period	Grant/Amount mobilized (Rs Lakhs)	Whether policy document/patent as outcome

D) Research Guidance

Sl.No.	Number Enrolled	Thesis Submitted	Degree Awarded
M. Phil or Equivalent			
Ph.D or Equivalent			


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E(i) Training Courses, Teaching-Learning-Evaluation Technology Programmes, Faculty Development Programmes (Not less than one week duration)

Sl.No.	Programme	Duration	Organised by

E (ii) Papers presented in Conferences, Seminars, Workshops, Symposia

Sl.No.	Title of the paper presented	Title of Conference/ Seminar etc	Date(s) of the event	Organised by	Whether International/ National/State/Regional /University or College Level

E(iii) Invited Lectures and Chairmanships at National or international Conference/ Seminars

Sl.No.	Title of Lecture/ Academic Session	Title of Conference/ Seminar etc	Date(s) of the event	Organised by	Whether International/ National/State

Signature of the Faculty with Designation

Place:

Date:


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Metric No.
6.3.1

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

6.3.1

Employees Welfare Policy of Sonari College

 EMPLOYEES WELFARE POLICY PREPARED BY IQAC SONARI COLLEGE SONARI	<ol style="list-style-type: none">1. Hostel Facility: There is a separate building providing accommodation to the female teaching staffs including contractual teachers.2. Digital Centre Facility: There is a digital centre where employees can avail the facilities such as typing, printing, photocopy and other need base requirements.3. Free Wi-Fi Facility: College has a central Wi-Fi facility where all the teaching and non-teaching staffs can avail free internet service.4. Biometric attendance and Id Card: There is biometric attendance system for its teaching and non-teaching staffs.5. Canteen Facility: College has a canteen which provides space for the teachers for the celebration and refreshments of various functions within college.6. Parking Facility: Space is allotted for the parking of various vehicles for both the teaching and non-teaching staffs.7. Paternity, Maternity and Child care leave: College provides leaves as per the Assam State Govt. rules and regulations.8. Monitoring Committee: The college has an active monitoring committee such as Grievance Cell and Sexual harassment committee which checks and monitors any kind of harassment to all its employees.
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9. **Sports and Yoga Facilities:** College has an indoor stadium and a gym which provides the employees free utilization of space and instruments for workouts.

10. **Auditorium Facility:** College has an auditorium which provides space for the celebration of various events and functions to its employees

11. **Credit Society:** College has constituted a credit society under the title SCTS duly registered to provide financial facilities for the upliftment of both teaching and non-teaching staff.

ENFORCEMENT AND IMPLEMENTATION:

This policy is adopted on 1st January, 2018. The welfare policy is explained to the newly joined employees by the authority for its implementation in meetings.

MONITORING AND REVIEW:

Sonari College has its own monitoring system which monitors the functioning of the policies in the college. These policies are reviewed from time to time and updated whenever necessary.

(M. Gogoi)

Coordinator, IQAC
Sonari College

CO-ORDINATOR
IQAC
SONARI COLLEGE

(Dr. H. C. Gogoi)

Principal
Sonari College
Sonari

Principal
SONARI COLLEGE
SONARI



CO-ORDINATOR
IQAC
SONARI COLLEGE

THRIFT SOCIETY FOR TEACHING AND NON-TEACHING STAFF OF SONARI

Government of Assam

CERTIFICATE OF REGISTRATION

(Rule)- 6 (3)

Certificate of Registration No CH-153 OF 2017 in the office of the Assistant Registrar of Co-operative Societies, Charaideo,

UNDER

Assam Co- operative Societies Act, 2007 (Assam Act. IV of 2012)

In the matter of the application of SRI DILIP RANJAN BORUAH and 9 others for Registration of a Co-operative Society at SONARI COLLEGE TEACHER'S CO-OPERATIVE THRIFT SOCIETY LTD., P.O.-SONARI, P.S.- SONARI, in the Charaideo sub division at district of Charaideo (Assam).

I do hereby certify that pursuant to Section 11 (b) of Assam Co-operative Societies Act, 2007 (Assam Act No. IV of 2012) the said society has been Registered in the office of the Assistant Registrar of co-operative societies, Charaideo as a Co- Operative Society with limited liability under name and title of SONARI COLLEGE TEACHER'S CO-OPERATIVE THRIFT SOCIETY LTD. and numbered as No. CH-153 Of 2017 dated the Twenty Three day of November Of THE YEAR TWO THOUSAND SEVENTEEN Anno Domini.

The Bye-laws adopted by the said society have also been Registered.

The Following is the area of operation of the society.

SONARI COLLEGE, SONARI

Dated Sonari the 23th Nov. 2017.

REGISTERED
Sonwar
23/11/2017
Asstt. Registrar
Of Co-op. Societies
Charaideo.
(K.Konwar)

Asstt. Registrar of Co-operative
Societies, Charaideo

REGISTRATION CERTIFICATE


Principal
SONARI COLLEGE
SONARI




CO-ORDINATOR
IQAC
SONARI COLLEGE

সোনাৰী কলেজ
টিচাৰ্চ কোপাৰেটিভ থ্ৰিফট
ছচাইটি লিমিটেডৰ
উপবিধি

সোনাৰী, চৰাইদেউ।



[Signature]
Principal
SONARI COLLEGE
SONARI



[Signature]
CO-ORDINATOR
IQAC
SONARI COLLEGE

THRIFT SOCIETY RULES AND GUIDELINES

সোনাৰী কলেজ টিচাৰ্ট কোপাৰটিভ থ্ৰিফট ছটাইটি বন্ধৰ উপবিধি

সোনাৰী কলেজ প্ৰেচিডেন্সী ২০১৪-১৫
তাৰিখে দিৱস ২২ বজাত বহা সোনাৰী কলেজ টিচাৰ্ট কোপাৰটিভ থ্ৰিফট ছটাইটি
লিমিটেডৰ প্ৰাৰম্ভিক সাধাৰণ সভাৰ কাৰ্য্যবিবৰণ

উপস্থিত সভাৰ তালিকা

- ১। শ্ৰী যুগুত বান্ধিত কুমাৰ বুঢ়োহোই ব
সভাপতিত্বত সভাৰ কাৰ্য্য আৰম্ভ কৰা হয়।
- ২। শ্ৰী যুগুত বিনোদ ৰায় চান্দী যে সভাৰ, উদ্দেশ্য ও
প্ৰস্তাৱিত উপবিধিসমূহ ব্যাখ্যা কৰি দিয়ে।
- ৩। সোনাৰী কলেজ টিচাৰ্ট কোপাৰটিভ থ্ৰিফট ছটাইটি সমবায় সমিতি লিমিটে নামেৰে এখন
সমবায় সমিতি গঠন কৰা হয় আৰু উক্ত সমিতি পৰিচালনাৰ কাৰণে প্ৰস্তাৱিত উপবিধি
সমূহ অনুমোদন কৰে।
- ৪। সভাই সমিতিৰ এলেকা সোনাৰী কলেজ
..... আবদ্ধ থাকিব বুলি প্ৰস্তাৱ গৃহীত কৰে।
- ৫। প্ৰত্যেক সভাৰ ভৰ্তি মাছুল ১০.০০ (দহ) টকা ধাৰ্য্য কৰা হয়।
- ৬। প্ৰত্যেক অংশৰ মূল্য ৫০০.০০ (পাঁচশ) টকা ধাৰ্য্য কৰা হয়। অংশৰ টকা সম্পূৰ্ণ কৰা সভা
মনোনীত হোৱাৰ তিনি দিনৰ ভিতৰত আদায় দিব লাগিব।
- ৬। সাধাৰণ সভাৰ প্ৰথম বাৰ্ষিক অধিবেশন নপতালৈ সমিতিৰ অংশপ্ৰাপ্ত মূলধনৰ পৰিমাণ
অতি বেচি দুই লাখ টকা ধাৰ্য্য কৰা হয়।
- ৮। চলিত বছৰত জমাথোৱা টকাৰ ওপৰত শতকৰা টকা হাৰে সুদ দিবলৈ স্থিৰ
কৰি প্ৰস্তাৱ গ্ৰহণ কৰা হয়।
- ৯। সমিতিৰ জমা টকা নিৰাপদে ৰাখিবলৈ ত চলিত আমানত খুলিবলৈ
সহকাৰী ৰেজিষ্ট্ৰাৰৰ অনুমতি বিচাৰি প্ৰস্তাৱ লোৱা হ'ল। বেক্ষৰ লগত টকা-পইচাৰ লেন-
দেন সভাপতি আৰু সম্পাদকে যুটীয়াভাৱে কৰিব। সম্পাদকৰ হাতত নগদ
(পাঁচশ) টকাতকৈ বেচি ৰাখিব নোৱাৰিব।
- ১০। শ্ৰী যুগুত দিলীপ বৰুৱা ক সমিতিৰ সভাপতি
আৰু শ্ৰী যুগুত ৰাজেশ্বৰ কাকী ক উপ সভাপতি
নিৰ্বাচিত কৰা হয়।

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THRIFT SOCIETY RULES AND GUIDELINES

অসম সমবায় সমিতি সমূহৰ ২০০৭ (I-IV আইন, ২০১২) অনুসৰি সমবায় সমিতি ৰেজিষ্ট্ৰেচনৰ কাৰণে কৰা আবেদন।

সমবায় সমিতি সমূহৰ চৰাইদেউ মহকুমাৰ সহকাৰী ৰেজিষ্ট্ৰাৰ মহোদয়।

আমি নিম্ন স্বাক্ষৰকাৰী সকলে অসম সমবায় সমিতিসমূহৰ ২০০৭ (I-IV আইন, ২০১২) চনৰ আনিৰ মতে তলত দিয়া সীমাবদ্ধ দায়িত্ব সম্পন্ন সমিতিখন ৰেজিষ্ট্ৰাৰ কৰিবলৈ আবেদন জনালো।

১। প্রস্তাৱিত সমিতিৰ নাম :- সোনাৰী কলেজ টিচাৰ্চ কোপাৰটিভ থ্ৰিফট ছচাইটি লিমিটেড।

২। সমিতিৰ ঠিকনা :- সোনাৰী কলেজ, ডাক :- সোনাৰী, চৰাইদেউ (অসম), পিন :- ৭৮৫৬৯০

৩। সমিতিৰ সভ্যসকলৰ দায়িত্ব সীমাবদ্ধ হ'ব।

৪। সমিতিৰ এলেকা :- সোনাৰী কলেজ।

৫। সমিতিৰ উদ্দেশ্য :-

(ক) সভ্যসকলৰ মাহিলি বা সাপ্তাহিক বেতনৰ পৰা এটা অংশ বাধ্যতামূলক হিচাবে কাটি সমিতিত নিৰাপদ ও লাভজনকভাৱে জমা ৰাখি সভ্যসকলক সঞ্চয় কৰিবলৈ উদ্বিগ্ন দিয়া।

(খ) আৱশ্যক অনুযায়ী সভ্যসকলক কম সুদত টকা ধাৰে দিয়া।

(গ) মৃত সভ্যসকলৰ পৰিয়ালক সাহায্য দিয়া।

(ঘ) সভ্যসকলক তেওঁলোকৰ দৈনন্দিন লাগতীয়াল বস্তুৰ যোগান ধৰা আৰু তাৰ কাৰণে সমিতিৰ এলেকাৰ ভিতৰত বা বাহিৰত দোকান ঘৰ আদিৰ ব্যৱস্থা কৰা।

(ঙ) সভ্যসকল ও তেওঁলোকৰ পৰিয়ালৰ লোকৰ সুবিধাৰ কাৰণে কেণ্টিন আদি স্থাপন কৰা।

(চ) সভ্যসকলৰ আৰ্থিক ও সামাজিক উন্নতিৰ কাৰণে কাৰণে ও উপৰোক্ত উদ্দেশ্যসমূহ কৃতকাৰ্য কৰাৰ কাৰণে লাগতীয়াল ব্যৱস্থা গ্ৰহণ কৰা।

৬। কি ভাষাত সমিতিৰ খাটা পত্ৰ ও হিচাব ৰখা হ'ব :- অসমীয়া/ইংৰাজী।

৭। প্রত্যেক সভ্যৰ ভৰ্তি মাছুল ১০ (দহ) টকা হ'ব আৰু প্রত্যেক অংশৰ মূল্য ৫০০.০০ (পাঁচশ) টকা হ'ব।

প্রত্যেক সভ্যই অন্ততঃ এটা অংশৰ মূল্য সভ্য মনোনীত হোৱাৰ তিনি দিনৰ ভিতৰত আদায় দিব লাগিব।

৮। প্রাৰম্ভিক সাধাৰণ সভাৰ সভাপতিৰ চহীৰ সৈতে প্রস্তাৱিত উপবিধিৰ ৪ টা নকল এই দৰ্খাস্তৰ লগত পঠোৱা হ'ল।

৯। প্রাৰম্ভিক সাধাৰণ সভাৰ কাৰ্য্য বিৱৰণীৰ ৪টা নকল আৰু সমিতি ৰেজিষ্ট্ৰাৰ কৰিবলৈ কৰা দৰ্খাস্তৰ ৪টা নকল দৰ্খাস্তকাৰী সকলৰ চহী ও বিৱৰণীৰ সৈতে ইয়াৰ লগতে পঠোৱা হ'ল।

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THRIFT SOCIETY RULES AND GUIDELINES

আচুতীয়া ভৰাল :-

- ৪৯। ওপৰত উল্লেখিত ধনৰ অসম সমবায় আইনৰ ৩৩ নং ধাৰামতে সকলো ভৱিষ্যতীয়া জৰিমনা আৰু বাজেয়াপ্ত হোৱা অংশৰ ধন আচুতীয়া ভৰালত জমা হ'ব। আচুতীয়া ভৰালৰ ধন সমিতিৰ ব্যৱসায়ত খটোৱা।
- ৫০। আচুতীয়া ভৰাল আৰু সন্দেহজনক ঋণ পৰিপূৰক ভৰালৰ টকা সহকাৰী সমবায় বেজিষ্ট্ৰাৰ অনুমোদন ক্ৰমে আন সমিতি বা বেঙ্কত জমা ৰাখিব।
- ৫১। সহকাৰী বেজিষ্ট্ৰাৰে আগতীয়াকৈ অনুমতি লৈ কোনো বছৰত সমিতিৰ লোকচানৰ বাবে মূলধনৰ ঘাটি পৰা টকা আচুতীয়াকৈ ভৰালৰ পৰা পূৰণ কৰিব পাৰিব যদিহে সেই বছৰত আদায়কৃত অংশৰ ওপৰত দিবলগা লাভ্যাংশ বিতৰণ কৰা হোৱা নাই।

হিচাব ও বহী পত্ৰ :-

- ৫২। সহকাৰী বেজিষ্ট্ৰাৰে নিৰ্দিষ্ট কৰি দিয়া ফৰম ও বহী পত্ৰত সঞ্চালকমণ্ডলীৰ প্ৰয়োজন অনুসৰি সাল-সলনি কৰি সমিতিৰ হিচাব পত্ৰ ৰাখিব। সভাপতি ও সম্পাদকে যুটীয়া ভাৱে সমিতিৰ হকে দলীল পত্ৰ চহী কৰা, ৰচিদ দিয়া আৰু চেয়াৰ চাৰ্টিফিকেট দিয়াৰ ক্ষমতা থাকিব।

সমিতিৰ বহী পত্ৰ পৰিদৰ্শন কৰা :-

- ৫৩। যিকোনো সভাই সমিতিৰ কাৰ্যালয়ত সমিতি খোলা থকা সময়ত তেওঁৰ সমিতিৰ লগত থকা নিজা লেন-দেন সম্পৰ্কীয় বহী-পত্ৰ চাব পাৰিব।

বছেৰেকীয়া হিচাব ও ৰিপোৰ্ট যুগুত :-

- ৫৪। বছৰ শেষ হোৱাৰ লগে লগে সঞ্চালক মণ্ডলীয়ে সমিতিৰ বছেৰেকীয়া জমা খৰচ, দেনা পাওনা আৰু লাভ লোকচানৰ হিচাব যুগুত কৰিব। ইয়াৰ এটা নকল এপ্ৰিল মাহৰ প্ৰথম সপ্তাহৰ ভিতৰত বিভাগীয় হিচাব পৰীক্ষকৰ হাতত দিব লাগিব।

- ৫৫। কোনো সভাই যদি তেওঁৰ পাচবুক বা কোনো ৰচিদৰ নকল বিচাৰে তেনেহ'লে প্ৰত্যেকখনৰ বাবদ পঞ্চাশ পইচা জমা দি ল'ব পাৰিব।

Organized by me
[Signature]

Sr. Inspector / Auditor
of Co-Op Societies

[Signature]
সভাপতি
প্ৰাৰম্ভিক সাধাৰণ সভা

(১৭)

REGISTERED
Jyommar
23/11/2017
Asstt. Registrar
of Co-op. Societies
Gharaidoo.

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Principal
SONARI COLLEGE
SONARI



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CO-ORDINATOR
IQAC
SONARI COLLEGE

MEMBERS OF SONARI COLLEGE THRIFT SOCIETY

To,
The Branch Manager
SBI, Sonari Branch

MONTH OF OCTOBER-2023



Please deduct the following amounts from Bank Accounts of person
concern and transfer to SCTC Thrift Society A/c No. 11393195715 as listed below

PAN AAXAS 00000

Sl. No.	Name of Promoters	A/C No.	Amount	Signature of A/C Holder
1	Mintoo Gogoi		0000.00	Mintoo Gogoi
2	Sunil Dutta		0000.00	Sunil Dutta
3	Dipanjali Gogoi		0000.00	
4	Sushil Kr. Suri		0000.00	
5	Rana Konwar		0000.00	Rana Konwar
6	Ravita Dutta		0000.00	
7	Amrit Kr. Borpuzari		0000.00	Amrit
8	Suchitra Narayan Rajkhowa	11393261837	30784.00	
9	Manoranjan Konwar	11393239981	19900.00	Manoranjan
10	Binud Rajkhanikar	11393223631	47435.00	Binud
11	Parman Konwar	11393223653	6131.00	Parman Konwar
12	Chakrapani Patir	11393228095	55822.00	Chakrapani Patir
13	Raghunath Kagyung	11393284833	7984.00	Raghunath
14	Jyoti Pd. Phukan	11393369295	25300.00	Jyoti
15	Anita Konwar	30703777316	5400.00	Anita Konwar
16	Lindy Goodwin	20080482003	21500.00	Lindy
17	Dibyajyoti Konwar	11393278603	24050.00	Dibyajyoti
18	Pranita Kalita	30584510625	28094.00	Pranita
19	Padma Kumari Gogoi	11393352623	10840.00	
20	Lucky Chetia	32041883398	21800.00	
21	Bishnu Dutta	11393312908	11437.00	Bishnu Dutta
22	Ranjit Boruah	11393239674	18183.00	
23	Dula Dutta	30723961903	21575.00	Dula
24	Dibyadhar Changmai	34180098619	13186.00	
25	Amrita Mech	37634289431	11300.00	Amrita Mech
26	Suman Gogoi	20238403502	5400.00	Suman Gogoi
27	Pranati Gogoi	31109419570	5400.00	Pranati Gogoi
28	Kaushik Dehingia	38542889692	17940.00	Kaushik Dehingia
29	Bikash Kr. Sarmah	31040258259	15800.00	Bikash
30	Kabyasri Hazarika	40613528324	5400.00	Kabyasri Hazarika
31	Mridusmita Patowary	20060068888	16400.00	Mridusmita Patowary
32	Gitika Talukdar	31294202954	17150.00	Gitika Talukdar
33	Swapnali Saitla	20152879262	3000.00	Swapnali Saitla
34	Ankita Bhagwanthi	20160101868	1400.00	Ankita Bhagwanthi
35	Jyoti Dutta	41719451352	3660.00	Jyoti
36	Dil Bd. Chetry	31529473466	4770.00	
37	Arup Das	32569033770	4400.00	Arup Das
38	Nabadeep Konwar	36476942976	2100.00	Nabadeep Konwar
39	Manash Dutta	38276576771	1700.00	Manash Dutta
37	Hiranmay Dulakacharia	41722497608	3600.00	Hiranmay
38	Gitashree Shyam	20060025690	1100.00	Gitashree Shyam
Total			719150.00	

Rs. 7,19,150/- (Seven lakh, Ninetee thousand, One hundred and Fifty) only

B. R. Khawaja
Secretary
Sonari College Teachers'
Co-Operative Thrift Society
SCTC Sonari Branch

Principal
SONARI COLLEGE
SONARI



CO-ORDINATOR
IQAC
SONARI COLLEGE

MEMBERS OF SONARI COLLEGE THRIFT SOCIETY

SONARI COLLEGE TEACHERS' CO-OPERATIVE THRIFT SOCIETY LIMITED
REGD. NO. CH-153 OF 2017 DATED 23RD NOVEMBER 2017
PAN - AAXAS 9909 G
CONTRIBUTION FOR THE MONTH OF OCTOBER-2023 AND DEDUCTED IN NOV. 2023

Stamp: Sonari College Teachers' Co-Operative Thrift Society Ltd. 2017

Sl. No.	Name of Promoters	Contribution	Principal	Interest	L.C.	Unit Fee	Poor Fund	Others	Total
1	Mintoo Gogoi	5000	30000	2200	8070	200	100	100	43670
2	Dr. Sanku Datta	5000	0	0	2171	200	100	100	2571
3	Dr. Dipanjali Gogoi	5000	15000	13890	0	200	100	100	34290
4	Sri Sachin Kr. Sori	5000	10000	1200	1978	200	100	100	25578
5	Rana Konwar	5000	30000	2100	881	200	100	100	38301
6	Dr. Renua Dutta	5000	0	0	15645	200	100	100	21045
7	Anand Kr. Boruah	5000	25000	4600	4290	200	100	100	36090
8	Sachin Rajkumar	5000	20000	4400	584	200	100	100	30784
9	Manojan Konwar	5000	10000	4500	0	200	100	100	19900
10	Bimal Rajkumar	5000	20000	4800	17235	200	100	100	47435
11	Dr. Parman Konwar	5000	0	0	731	200	100	100	1331
12	Dr. Chhagan Patra	5000	30000	4645	15777	200	100	100	56822
13	Dr. Sanku Rajkumar	5000	0	0	2584	200	100	100	2984
14	Jyoti M. Phukan	5000	10000	8360	1600	200	100	100	25360
15	Dr. Anita Konwar	5000	15000	3000	0	200	100	100	23400
16	Udaya Loo Goodwin	5000	10000	6100	0	200	100	100	21500
17	Dipanjali Konwar	5000	10000	7000	1630	200	100	100	24030
18	Dr. Pranita Kalita	5000	10000	9600	4094	200	100	100	29294
19	Pradip Kumar Gogoi	5000	0	0	5440	200	100	100	10640
20	Lucky Chetia	5000	10000	6400	0	200	100	100	21800
21	Bibhu Datta	2000	5000	3446	881	100	0	0	11437
22	Ranjit Boruah	4000	6000	5280	2803	100	0	0	18183
23	Diku Datta	5000	5000	10400	1079	100	0	0	21579
24	Diby Chandra	2500	6000	3470	1116	100	0	0	13186
25	Armita Mech	5000	5000	900	0	200	100	100	11300
26	Suman Gogoi	5000	0	0	0	200	100	100	5400
27	Pranati Gogoi	5000	0	0	0	200	100	100	5400
28	Kaushik Chetia	5000	8000	4540	0	200	100	100	17940
29	Sikshi Ky. Sarmah	5000	10000	480	0	200	100	100	15800
30	Kalyani Hazarika	5000	0	0	0	200	100	100	5400
31	Mridusmita Patowari	5000	10000	1060	0	200	100	100	16460
32	Omika Tekerdar	5000	10000	1750	0	200	100	100	17150
33	Swapnil Sanku	3000	0	0	0	0	0	0	3000
34	Anika Bhagwati	5000	0	0	0	200	100	100	5400
35	Jyoti Datta	1000	1000	1560	0	100	0	0	3660
36	Dr. Id. Chetry	2000	2000	670	0	100	0	0	4770
37	Anup Das	1500	2000	700	0	200	0	0	4400
38	Nabadeep Konwar	2000	0	0	0	100	0	0	2100
39	Manish Datta	1500	0	0	0	200	0	0	1700
40	Kamini Deleharita	1000	2000	500	0	100	0	0	3600
41	Gitanjali Sarmah	1000	0	0	0	100	0	0	1100
Total		171500	327000	118751	88999	7100	2900	2900	719150

Rs. 7,19,150/- (Seven lakh, Nineteen thousand, One hundred and Fifty) Only.

B. R. Khanikar
Secretary
Sonari College Teachers' Co-operative Thrift Society

Secretary
SCTCTS LTD
Sonari College, Sonari

SONARI COLLEGE TEACHERS' CO-OPERATIVE THRIFT SOCIETY LIMITED
REGD. NO. CH-153 OF 2017 DATED 23RD NOVEMBER 2017
PAN - AAXAS 9909 G
CONTRIBUTION FOR THE MONTH OF OCTOBER-2023 AND DEDUCTED IN NOV.-2023

Non Sanctioned

Sl. No.	Name of Promoters	Contribution	Principal	Interest	L.C.	Unit Fee	Poor Fund	Total
1	Ranu Borah	1200	2500	1285	0	0		4985
2	Pradeep Baldya	2200	2500	500	0	0		5200
3	Dudul Phukan	4000	0	0	0	0		4000
4	Mandeepa Rajkumar	4000	0		0	0		4000
5	Anju Ara Begum	4000	5000	2510	0	0		11510
6	Sagar Barar	1200	1000	470	0	0		2670
7	Nirjumon Changma	1200	0		0	0		1200
8	Dipjyoti Borah	700	1500	1075	0	0		3275
9	Priyanka Borgohain	700	0		0	0		700
10	Sajal Dev	1200	0		0	0		1200
11	Jayanta Modi	500			0	0		500
12	Mridupawan gogoi	5000	2000	980	0	0		7980
13	Bimal Gogoi	0	0		0	0		0
14	Amarjyoti dutta	500	0		0	0		500
15	Dhanade Konwar	2000	0		0	0		2000
Total		28400	14500	6820	0	0		49720

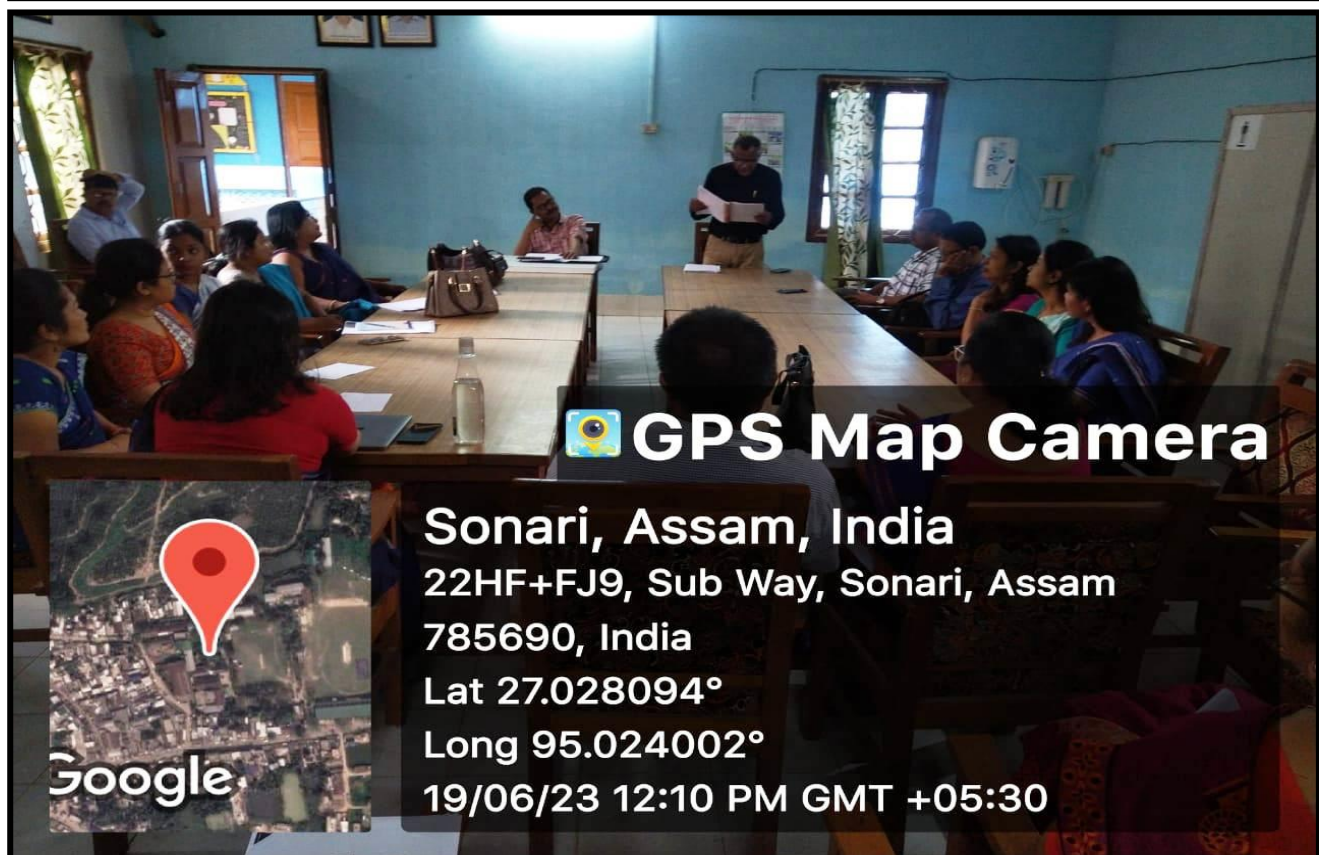
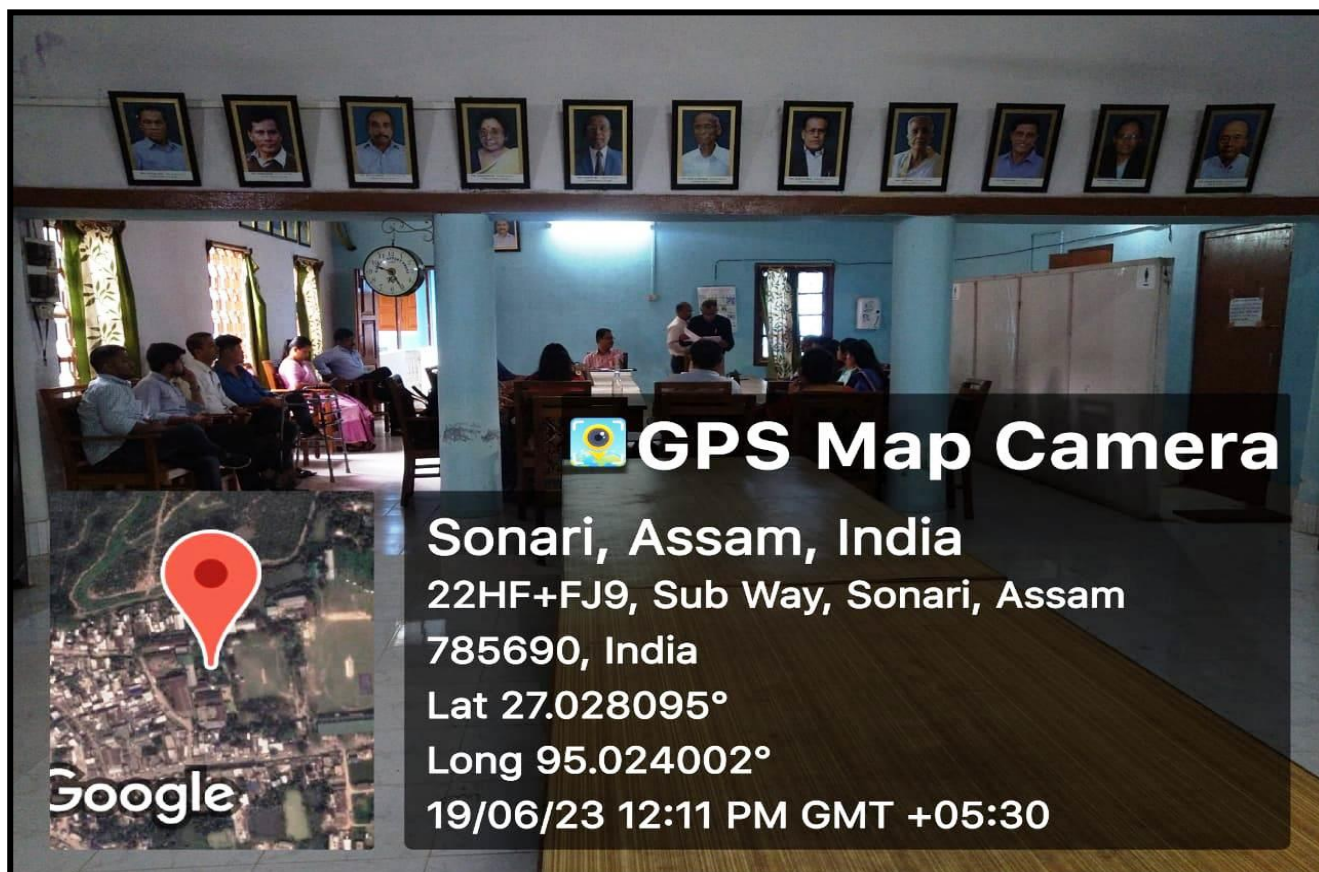
B. R. Khanikar
Secretary
SCTCTS
Sonari College

Principal
SONARI COLLEGE
SONARI



CO-ORDINATOR
IQAC
SONARI COLLEGE

COMMON CUM REFRESHMENT ROOM FOR STAFF



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Principal
SONARI COLLEGE
SONARI



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CO-ORDINATOR
IQAC
SONARI COLLEGE

SONARI COLLEGE CANTEEN FOR BOTH TEACHERS AND STUDENTS



MENU

Sonari College Canteen

Black Tea : 5/-

Milk Tea (Small) : 5/-

Milk Tea (Big) : 10/-

Paratha : 20/-

Ruti : 20/-

Omelette : 15/-

Bread Chop : 10/-

Aloo Chop : 10/-

Egg Chop : 15/-

Piyazi : 10/-

Pakoda : 10/-

Maggi : 20/-

Veg Chow (Half) : 20/-

Egg Chow (Half) : 30/-

Chicken Chow (Half) : 40/-

Veg Fried Rice (Half) : 20/-

Chicken Fried Rice (Half) : 40/-

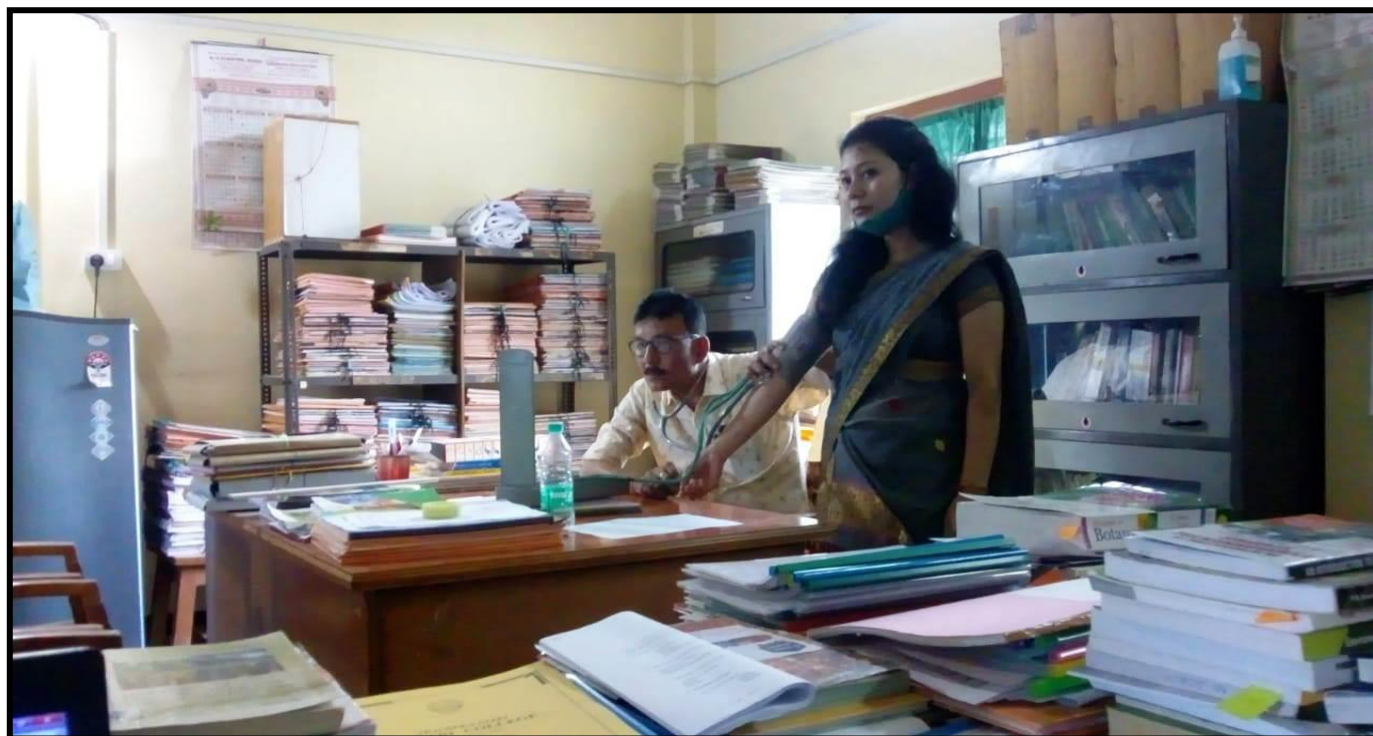


Principal
SONARI COLLEGE
SONARI



CO-ORDINATOR
IQAC
SONARI COLLEGE

Blood pressure check up of Employees



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Principal
SONARI COLLEGE
SONARI



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CO-ORDINATOR
IQ&C
SONARI COLLEGE

FELICITATION OF RETIRED STAFF BY COLLEGE FAMILY



Felicitation of Nabin Gogoi (Physics Dept.) and Phanindra Kr. Boruah (Botany Dept.)



GPS Map Camera

Sonari, Assam, India

22HF+7R8, Sonari, Assam 785690, India

Lat 27.02827°

Long 95.024334°

31/03/23 11:54 AM GMT +05:30

Principal
Principal
SONARI COLLEGE
SONARI



CO-ORDINATOR
CO-ORDINATOR
IQAC
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FELICITATION OF RETIRED STAFF BY COLLEGE FAMILY



Felicitations of Vice Principal Dilip Kr. Baruah



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Principal
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SONARI



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SONARI COLLEGE

FELICITATION OF RETIRED STAFF BY COLLEGE FAMILY



FELICITATION OF RINA BORTHAKUR (PHYSICS DEPARTMENT)



FELICITATION OF LAB ASSISTANT NABIN DUTTA (PHYSICS DEPARTMENT)

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Principal
SONARI COLLEGE
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FELICITATION OF RETIRED STAFF BY COLLEGE FAMILY



FELICITATION OF 4TH GRADE MINESWAR LAHON



FELICITATION OF LAB ASSISTANT JAGANNATH GOGOI (BOTANY DEPARTMENT)

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Principal
SONARI COLLEGE
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CO-ORDINATOR
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SONARI COLLEGE

FELICITATION FOR PROMOTION OF HEAD OF THE DEPARTMENT



FELICITATION FOR GETTING DOCTORATE DEGREE




Principal
SONARI COLLEGE
SONARI




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IQAC
SONARI COLLEGE

INDOOR STADIUM FOR STAFF AND STUDENTS



SPORTS FACILITIES FOR STAFF AND STUDENTS




Principal
SONARI COLLEGE
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INDOOR GAME FACILITIES FOR STAFF AND STUDENTS




Principal
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SONARI




CO-ORDINATOR
IQ&C
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STAFF ATTENDING FAMILY FUNCTIONS OF OTHER STAFF MEMBERS



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Principal
SONARI COLLEGE
SONARI



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IQAC
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CELEBRATION OF NEW YEAR BY TEACHING AND NON TEACHING MEMBERS



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Principal
SONARI COLLEGE
SONARI



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CO-ORDINATOR
IQ&C
SONARI COLLEGE

TEACHERS TAKING PART IN CULTURAL AND SPORT ACTIVITIES



CULTURAL RALLY BY ASSAMESE DEPARTMENT



CHORUS REHEARSAL BY TEACHING STAFFS OF VARIOUS DEPARTMENTS

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Principal
SONARI COLLEGE
SONARI



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CO-ORDINATOR
IQAC
SONARI COLLEGE