



## YEARLY STATUS REPORT - 2022-2023

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	S.M.D. College, Charing
• Name of the Head of the institution	Dr.Mamoni Borah
• Designation	Principal i/c
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8011050989
• Mobile No:	8011050989
• Registered e-mail	smdcollegenaac21@gmail.com
• Alternate e-mail	smdcollege1964@gmail.com
• Address	Charing, Sivasagar
• City/Town	Sivasagar
• State/UT	Assam
• Pin Code	785661
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated UG College
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Dibrugarh University																		
• Name of the IQAC Coordinator	Hemanga Ranjan Chutia																		
• Phone No.	9954302798																		
• Alternate phone No.	8011050989																		
• Mobile	8876555325																		
• IQAC e-mail address	smdcollegenaac21@gmail.com																		
• Alternate e-mail address	hemangarchutia12@gmail.com																		
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoIn/SMDCOL_AOAR_AOAR%202021-22.pdf">https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoIn/SMDCOL_AOAR_AOAR%202021-22.pdf</a>																		
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoIn/SMDCOL_IQAC_academic%20calendar%202021-22.pdf">https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoIn/SMDCOL_IQAC_academic%20calendar%202021-22.pdf</a>																		
<b>5. Accreditation Details</b>																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C++</td> <td>66.20 (Institutional Score)</td> <td>2004</td> <td>16/09/2004</td> <td>15/09/2009</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.10</td> <td>2023</td> <td>21/04/2023</td> <td>20/04/2028</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C++	66.20 (Institutional Score)	2004	16/09/2004	15/09/2009	Cycle 2	B	2.10	2023	21/04/2023	20/04/2028
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	C++	66.20 (Institutional Score)	2004	16/09/2004	15/09/2009														
Cycle 2	B	2.10	2023	21/04/2023	20/04/2028														
<b>6. Date of Establishment of IQAC</b>	30/11/2007																		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																			

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Fee Waiver Grants	DHE, Govt. grants	31-03-2023 (2021-22)	227647
Institutional	Fee Waiver	DHE, Govt. grants	31-03-2023 (2022-23)	213716
Institutional	Infrastructure Development Grant	DHE	13-04-2023	1650000
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>	
<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>3</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>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>			No File Uploaded	
<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>				
The IQAC was able to invite NAAC Peer Team for assesment and accreditation of the HEI on 9th and 10th April, 2023.				
The N.S.S Cell of the college, under the supervision of IQAC adopted a five- day long extension activities within and around the college.				
The IQAC with the assistance of the teachers unit, was able to enhance student enrollmt in a significant way.				

The IQAC took the initiative to implement the guidelines of NEP 2020 at the college.

The IQAC organised university level one day workshop on NEP 2020 in the college.

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

Plan of Action	Achievements/Outcomes
To invite NAAC Peer Team for A&A process	The IQAC was able to invite NAAC Peer Team for assesment and accreditation of the HEI on 9th and 10th April, 2023.
To adopt extension activities by N.S.S. Cell of the college	The N.S.S Cell of the college, under the supervision of IQAC adopted a five- day long extension activities within and around the college.
To enhance the number of students of the college	The IQAC with the assistance of the teachers unit, was able to enhance student enrollment in a significant way.
To prepare and implement NEP 2020	The IQAC took the initiative to implement the guidelines of NEP 2020 at the college.
To organise workshop on NEP 2020	The IQAC organised university level one day workshop on NEP 2020 in the college on 28th Septemner 2022..

### 13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/03/2024

### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	10/02/2024

### 15. Multidisciplinary / interdisciplinary

In line with the implementation of NEP-2020, the college is preparing to transform it into a multidisciplinary one. As the location of the college is rural based, proper emphasis is given to fulfilling the demand for local needs. The institution is planning to introduce new vocational and skill based courses with the advent of NEP-2020. The institution is planning to open P.G courses in some of the subjects.

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

As the college is preparing to follow the guidelines of NEP-2020 under the guidance of its affiliated university, students are trained up and assistance is given to open their personal digilocker academic bank of credit (ABC) account so that the credits of each semester can be directly transferred to their academic account by the affiliated University.

### 17. Skill development:

The college has prepared the Institutional Development Plan (IDP) in line with NEP-2020 and as per the vision of the college. The college focuses on introducing new skill enhancement courses and vocational courses as offered by the affiliated university.

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

The institution is trying its level best to impart traditional knowledge and ancient values. The college has already run a well-equipped yoga centre. The college organizes yoga camps, and training is provided to the students to inculcate the practice of Yoga and benefit from it. Besides, regular theoretical and practical classes are taken by the teacher concerned at the Yoga Centre of the college.

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

The institution is flexible enough for the students to opt for the courses offered by its affiliated university and the institution. The institution has begun some vocational courses that are based on the concept of OBE. The institution believes that it can offer job opportunities to rural youth and for that, the institution is planning to introduce some job-oriented and self-reliant courses in

the near future.

## 20.Distance education/online education:

The college has a distance education centre under Krishna Kanta Handique State Open University offering Diploma (Graduate in Yoga), U.G., and Post-Graduate ( in Assamese, Economics, Education, Political Science, and Sociology) programs. The centre has been well functional in the college since 2013. The college has no online/hybrid mode of education till now, except for offering online education by faculty members in the unprecedented COVID-19 period.

## Extended Profile

### 1.Programme

1.1	04
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	77
Number of students during the year	

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

2.2	68
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	37
Number of outgoing/ final year students during the year	

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

**3.Academic**

3.1	26
Number of full time teachers during the year	

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

3.2	37
Number of Sanctioned posts during the year	

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

**4.Institution**

4.1	20
Total number of Classrooms and Seminar halls	

4.2	3967930
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	26
Total number of computers on campus for academic purposes	

**Part B****CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

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

The college has a well-flourished Academic Council to look after academic matters. Academic council is headed by an academic coordinator. The council cautiously monitors the curriculum delivery and completion of the course as per the syllabus. The HoDs of various departments are the members of the council. It also looks

after the grievances of the students. The council takes the initiative to prepare the general routine semester-wise.

The council advises the departments to prepare a course plan. The council insists on and looks after the progress of the syllabi, the holding of unit test, sessional examinations, assignments, group discussions, departmental seminars, project work regularly. The college follows a good mentor mentee system under the guidance of the academic council.

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 college prepares its academic calendar regularly at the beginning of the academic session, and it is attached to the prospectus of the college. Generally, the college follows the academic calendar of its affiliated university, with slight modifications if needed as per the needs of the locality. The college strictly conducts the internal examinations (sessional examinations) as stated in the academic calendar for continuous internal evaluation (CIE). The college timely declared the result of the sessional examinations.

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**

**B. Any 3 of the above**

<b>Courses Assessment /evaluation process of the affiliating University</b>	
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
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
01	
File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
00	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
00	

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

00

File Description	Documents
Any additional information	No File Uploaded
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 department of Education offers courses related to gender and education, methods and techniques of teaching, emerging trends in education like environmental education and sustainable development etc. and also mental health issues as in the syllabus of the course. The department of Sociology also offers courses on gender and violence. The curriculum of department of Philosophy covers professional ethics in applied ethics paper and also human values. Environmental science is also taught as a compulsory subject in the college. So the curriculum of the course offered by different departments addresses issues related to professional ethics, gender, human values, and environmental issues.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

01

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

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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
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)	<a href="#">View File</a>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil
<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>	
300	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
68	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
The institution assesses the learners' progress as part of the continuous evaluation process. The performance of the students is identified by the teachers through regular classroom tests, and the marks that they have obtained in the sessional examinations. Three	

categories of students are identified: slow learners, average learners. advanced learners. The faculty members of every department devise their own strategy to upgrade the level of slow and average learners. For the slow learners, remedial classes are arranged to clear their examination successfully. The mentor gives special attention to upgrading the level of the show learners. The departments organized frequent group discussions to boost the levels of slow and average learners. Notes and reference books are provided to these students as additional efforts. The teachers tried to cater to the needs of every student to upgrade their learning level.

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

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

Number of Students	Number of Teachers
77	26

File Description	Documents
Any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

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

The teaching and learning process of the institution emphasized student-centric methods, particularly experiential learning, participative learning, problem-solving methodologies. Experiential learning: As experiential learning is a process of learning by doing, The institution has placed stress on field trips, community surveys, educational tours, and project work. In this way, students are exposed to a rich panorama of education and learning opportunities. Participative learning: Participative learning is the body of a lesson, where learners are involved as actively in the learning process as possible. Some participatory learning practices that are applied in our teaching-learning process are- Group discussion, brainstorming, critical reflections, concept mapping, seminar presentations, peer teaching, etc. These methods give them ample chances to develop their knowledge and personalities. Problem

**Solving Method:** The faculty of the college exercised the problem-solving method for the purpose of extending the knowledge of students, helping them to solve various puzzled questions to learn through the act of reasoning.

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

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

In this new age of technologies, the new generation of teachers is well educated to use the ICT tools effectively in classroom teaching and extraclassroom teaching. The institution has digital classroom, projectors, computers, internet facility devices, display screen and other necessary devices to offer ICT enabled classroom services to the students.

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**

26

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>

<b>2.4 - Teacher Profile and Quality</b>	
<b>2.4.1 - Number of full time teachers against sanctioned posts during the year</b>	
26	
<b>File Description</b>	<b>Documents</b>
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	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
01	
<b>File Description</b>	<b>Documents</b>
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
26	
<b>File Description</b>	<b>Documents</b>
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	

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

The college has a Board of Examinations to look after the internal examinations. The board conducts two sessional examinations as per the academic calendar. The BoE notified about the structure of the question papers to set for the sessional examinations. It also determines the marks and time allotted for the examinations. The invigilator duties are assigned to the teachers as prepared and notified by the BOE. The BOE also fixed the rules and decision of the declaration of sessional results timely and notified the result on the notice board of the college after evaluation and getting the marksheet from the examiners. So, the college exercises a functional internal assessment through the Board of Examinations and it follows a transparent process.

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

The institution follows a transparent, time-bound, and efficient mechanism to address issues related to internal examination. Generally, no major issues occurred in the internal examinations. If any student fails to appear in the examination as per the schedule, the HoDs are instructed by the BoE to conduct the examination on a convenient date for those students. The answer scripts are shown to the students, and if any anomalies are detected, the marks of the students are corrected. Later on, it is informed to the BoE by the respective department. There is no grievances received from the students about internal examination during this year.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The institution offers a three year degree course in arts. The students are aware that after successful completion of the course, they will be awarded a Bachelor of Arts (B.A). Students are aware that they can pursue a graduate degree with honours and general graduate degree while they take admission in the college. The students are advised by the teachers to pursue higher degrees after graduation. They are inspired by the teachers to appear in the competitive examinations to get jobs.

The college offers bachelor degree (honours and core) in the following subjects-Assamese, Economics, Education, English, History, Mathematics, Philosophy, Political Science . In mathematics and sociology, the programme is offered as a core course only . The Choice Based Credit System (CBCS) has been implemented since the session 2019-20 by its affiliated university, and the college also follows it. Teachers and students at the college are well aware of the courses offered by the institution. Teachers always emphasize and encourage the students to achieve better results each semester.

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 institution always emphasizes getting a better result among the colleges of its affiliated university. The principal of the college called staff meetings and interacted with the teachers to improve the results of the students at the university level. The results of the institution are analyzed regularly. The institution always looks after the passing percentage of the students. The Principal gives instructions to the HoDs to maintain a good record of results.

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

<b>2.6.3 - Pass percentage of Students during the year</b>	
<b>2.6.3.1 - Total number of final year students who passed the university examination during the year</b>	
<b>34</b>	
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	<b>No File Uploaded</b>
Paste link for the annual report	<b>Nil</b>
<b>2.7 - Student Satisfaction Survey</b>	
<b>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)</b>	
<a href="https://drive.google.com/file/d/1pPgU72jjDBhCXSM5cExCIWDCUBiALFiH/view?usp=sharing">https://drive.google.com/file/d/1pPgU72jjDBhCXSM5cExCIWDCUBiALFiH/view?usp=sharing</a>	
<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>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)</b>	
<b>00</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
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**

00

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	No File Uploaded
Paste link to funding agency website	Nil

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

01

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

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

06

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

09

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

The Carrer Counseling Cell of the college, under the guidance of IQAC, has conducted a socio-economic survey in Duarah Goan, Charing with a goal to uplift the living standard of the people during February 2023. After the survey, the report was submitted to the president of the Charing Goan Panchayat for taking the necessary action.

File Description	Documents
Paste link for additional information	Nil
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

00

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	No File Uploaded

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

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

01

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

21

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
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**

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
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	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The institution has adequate infrastructure and physical facilities in terms of classrooms, laboratories, computers, Zerox machines, printers, etc. The college has provided classroom accommodations for every subject. The classroom is equipped with an uninterrupted electric supply, proper ventilation for flow of natural light and air. The classrooms are arranged with adequate numbers of desk benches,

blackboards,, marker white boards for the traditional teaching process. The smart board is available for the students when necessary. The department of Education has its own laboratory in its own classroom.

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

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

The institution has adequate facilities for cultural activities, Sports, Games, Gymnasium, yoga etc. The college has a temporary auditorium (a combination of three large classrooms with a folding system in the separation wall) to perform cultural activities by the students. The students performed their cultural activities during the college week and other events of the college as part of the inauguration function. These activities include dancing, singing, mono-acting, dress competition etc.,.

The college has an incomplete indoor stadium where students can participate in the college's indoor games. Outdoor game events are played in the attached playground of the college.

The institution has one sophisticated gymnasium and one Yoga centre room to exercise Yoga practices equipped with Yoga mats.

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

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

04

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

04

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

2505404

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

The library is automated by using SOUL 2.0 software developed by UGC- INFLIBNET Centre. The SOUL 3.0 (upgraded version of SOUL 2.0) software has been installed by the library during the period 2022-2023. The cataloguing of books and barcode labelling of the library books have been almost completed. The library has also designed 24x7 (24 hrs in a week) Web OPAC facility useful for SOUL 3.0 which is named as Swahid Maniram Dewan College Library Online-OPAC.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://www.smdcollegelibrary.co.in/">https://www.smdcollegelibrary.co.in/</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**

**C. Any 2 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)**

**15902**

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

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

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

**06**

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The college has workable IT facilities. The IT cell looks after IT-related issues for the upgrade of college websites and other services. The college has poor internet signal strength, and suitable devices are installed from time to time to meet the demand for internet facilities.

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

#### 4.3.2 - Number of Computers

10

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

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

E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

### 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)****341523**

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)	No File Uploaded

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.

There are established system and procedures for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports, Computers, classrooms, etc. The infrastructure committee of the college engaged in the repair, renovation and maintenance work of the college campus and classrooms. If the nature of the work is major or any kind of new construction in the college premises, the matter is placed before the Governing Body of the college. There is a Building committee in the college that decides the administrative decision and necessary steps to be followed by the committee. To ensure the security of the college's campus, CCTV cameras are installed at strategic locations. The Educational & Psychological laboratory and Computer laboratory are maintained by the concerned departments. The general maintenance of the classrooms is done regularly under the supervision of the infrastructure development committee.

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**

27

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

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

00

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

D. 1 of the above

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

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

00

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

00

File Description	Documents
Any additional information	No File Uploaded
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**

**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

4

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

02

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

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

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

**examinations) during the year**

00

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.**

04

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 college has an elected student's body. The members of the student's body are actively involved in organizing different events at the college. Members of the student's body are included in the admission, freshmen social, infrastructure, and grievance-related matters in the institution.

The college students Union organizes college week and celebrates various cultural programmes under the supervision of the chairperson. The sports and games competition is organized among the students.. The Student Union ensures the discipline of the college

with the college administration. College uniform and other relevant things are monitored by the Union body. They also persuade the students to participate in the curricular and extracurricular activities of the college. They give their service in community work under the flagship of NSS wing of the college.

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

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

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

31

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

## 5.4 - Alumni Engagement

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

The college has no registered Alumni association. But the alumni association, namely 'S.M.D. College Alumni Association', is formed with its own president and secretary as its executive body. This committee is in close touch with the developmental work of the college. They also render fruitful help and suggestions when time necessitates it.

The Alumni association of the college actively participated in the NAAC peer team visit in the college on 9th & 10th April, 2023 and 10,

2023, and interacted with the NAAC peer team members. The Alumni Association of the college has donated a concrete scripture of Swahid Maniram Dewan (to whom the college was dedicated) to the college, inaugurated by NAAC peer team chairperson at the college campus.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	<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

The college practices healthy governance. The college runs in the direction of the Governing Body. All the major and crucial decisions are taken by the governing body and implemented by the Principal of the college. Besides it, the Principal of the college is empowered to constitute different bodies, cells, committees, centres and wings to run the college smoothly. The Principal with the help of proper coordination with the staff, is able to lead the college in tune with the vision and mission of the college.

File Description	Documents
Paste link for additional information	Nil
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.

The institution practices and follows decentralisation and

participatory management policies. Each member of the college is assigned to do different tasks for the development of the college. The teaching and non-teaching staff of the college follow the direction of the Principal of the college. So, effective leadership is visible in the college as works are divided among the members through the formation of committees to complete the tasks.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution formulates strategies from time to time to implement the plans for the development of the institution and achieve its goal. The Governing Body, Office of the Principal, Academic Coordinator, IQAC, Head of the Departments, NSS, Women Studies Cell, Career Counselling & Guidance Cell, Anti-ragging Cell, Sexual Harassment Cell, and Grievance Redressal Cell work collectively with proper coordination to execute any plan for the development of the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The college is led by the head of the institution under the direction of the Governing Body in administrative matters. The college has an administrative office with three L.D.A., one U.D.A. and two fourth grade employees. The academic coordinator looks after academic matters. Other internal institutional bodies look after their respective jobs accordingly. The institution follows the service rule of "The Assam College Employee (Provincialization) Act, 2005". Appointments and promotions are made as per UGC and Govt.

of Assam directives by following proper procedures.. In case of new appointments, both the rules of the UGC and the DHE, Govt. of Assam are followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

C. Any 2 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	<a href="#">View File</a>
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 is a provincialized college under the Govt. of Assam. So, it adopts all the welfare measures for teaching staff and non-teaching staff as per the government rules. GPF, NPS, GIS, gratuity, and other post-retirement benefits are offered to the employees. The employees can avail Casual leave, Medical leave, child care leave, study leave as admissible as per government rules.

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

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

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

00

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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

09

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	<a href="#">View File</a>
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 institution maintains Annual Confidential Report (ACR) of the employee whenever he or she applies and appears in the interview for the next level of promotion in service carrier. Every employee of the college is assessed on the basis of their performance in terms of their contribution to the college academic enhancement ,corporate life, relationships with colleagues and adherence to professional ethics. On the basis of their performance on those certain indicators, their contributions are categorized as -outstanding, Excellent, Very Good , Good, and average.

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

## 6.4 - Financial Management and Resource Mobilization

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

The college has an efficient account section which monitors financial transactions. As the college is provincialized one, its main source of income is the Government fund. At present, the college receive grant from the Govt. of Assam The accounts of the college are duly audited by the auditor, appointed by the Govt.of Assam as per the provisions of the State Government. Internal Audit are also conducted as and when required, as per decision of the GB of the college. The college has not received any UGC and central Government grant after 2016.

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

#### 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)

00

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 institution seeks to mobilize government grants for the improvement of institutional infrastructure and knowledge resources. It welcomes donations, memorial prizes and endowments from staff members, alumni and guardians towards prize & endowment funds. The paddy field of the college is utilised fully. The college generates lumsum amount of revenue from its paddy field by giving it in rent on yearly basis tonearby farmers.

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 of the college works dedicatedly during this period for the assessment and accreditation process of NAAC, The members of the IQAC, despite the disturbed poor internet signal strength in the college able to submit the IIQA, SSR and DVV clarification part within the stipulated time period to invite the NAAC peer team members to the college. The IQAC succeeded in inviting the honourable NAAC peer team members and the inspection was successful on April 9 & 10th, 2023. The college is able to get Grade B in this second cycle.

File Description	Documents
Paste link for additional information	Nil
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 institution has continued its regular analysis of the students performance in the unit test, sessional examinations, project works and also makes a regular tally with performance in the university administered final examinations. The IQAC of the college has always tried to maintain and boost quality enhancement and enrichment for the students, teaching staff, and non-teaching staff through its regular activities during the year .

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

<b>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)</b>	<b>C. Any 2 of the above</b>
---	------------------------------

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The college has a women's study centre, an anti-sexual harassment cell and a grievance redressal cell. As most of the students at the college are girls, these cells are active enough to address gender equity issues. The women's study centre of the college organizes International women's day every year for the promotion and awareness of gender equity.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">A. Safety and security</a> , <a href="#">B. Counseling</a> . <a href="#">C. Common Rooms</a> , <a href="#">D. Day care Centre</a>

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>C. Any 2 of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 439 550 506">File Description</th> <th data-bbox="550 439 1473 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 550 573">Geo tagged Photographs</td> <td data-bbox="550 506 1473 573" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 573 550 645">Any other relevant information</td> <td data-bbox="550 573 1473 645" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged Photographs	<a href="#">View File</a>	Any other relevant information	<b>No File Uploaded</b>			
File Description	Documents								
Geo tagged Photographs	<a href="#">View File</a>								
Any other relevant information	<b>No File Uploaded</b>								
<p>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</p>									
<p>The college is located in an environment-friendly, pollution free atmosphere in the lap of nature. The college did not face serious threats from solid waste management, liquid waste management, biomedical waste management, and e-waste management. A specific designated corner has been allotted for keeping solid waste products at the college. The college has small canals to pour out the overly rainy water. So it has a proper drainage system. The cleaning of the campus is done every day. Biomedical waste management is not applicable at this college. The college safeguards its damaged electronic equipment and electric devices in the storeroom and sells them with the permission of the authority. The switch board is replaced with an electric supply. The college has no recycling system and no treat from any hazardous chemicals and radioactivity.</p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1429 550 1496">File Description</th> <th data-bbox="550 1429 1473 1496">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1496 550 1675">Relevant documents like agreements/MoUs with Government and other approved agencies</td> <td data-bbox="550 1496 1473 1675" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1675 550 1821">Geo tagged photographs of the facilities</td> <td data-bbox="550 1675 1473 1821" style="text-align: center;"><a href="#">e-store room &amp; drainage system geo-tagged photos</a></td> </tr> <tr> <td data-bbox="86 1821 550 1888">Any other relevant information</td> <td data-bbox="550 1821 1473 1888" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Relevant documents like agreements/MoUs with Government and other approved agencies	<b>No File Uploaded</b>	Geo tagged photographs of the facilities	<a href="#">e-store room &amp; drainage system geo-tagged photos</a>	Any other relevant information	<a href="#">View File</a>	
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Any other relevant information	<a href="#">View File</a>								
<b>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</b>	<b>C. Any 2 of the above</b>								

<b>of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol>	<b>B. Any 3 of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<p><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 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</b></p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Like every year , the college celebrated Independence Day this year in a colorful manner.The Freshmen Social Program is celebrated by the college student's union to welcome the newcomers andto bringharmony between the newcomers and the old students of the college. The student's body election was held toelect the profoliosfor the student's union where studentsactively participate in this democratic process. The faculty members of the college represent different vibrant cultures and ethnic identities that reflect an inclusive environment to work as a team spirit for the development of the college.

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

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

The institution is conscious to educate the students about country's constitutional values, rights, duties and the responsibility of the citizens. The dept. of Political Science of the college organized to observe National Constitutional Day on 26/11/2022 in the college where the faculty members of other departments and students participated.

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

**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

C. Any 2 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	No File Uploaded

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

The college celebrates the Swaraswati puja annually .The institution celebrated International Women's Day on March 8, 2023. The institution celebrated the death anniversary of Swahid Maniram Dewan (to whom the college is dedicated), the first martyr of Assam in India's Freedom Struggle movement, on February 26, 2023. The institution celebrated the birth anniversary of Swahid Maniram Dewan on April 17, 2023.

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.

**1.Title of the practice : Socio Economic survey in Duarah Goan,Charing**

**Goal: to help the deprived sect of villagers to avail of government schemes.**

**Context : As most of the villagers of Charing Duarah Goan belong to the BPL section,.A socio-economic survey is needed to help the villagers avail of government schemes.**

**Practice:** Some faculty members, under the guidance of the IQAC of the college, take the initiative for the field survey in the village and prepare the questionnaires.

The team collected data such as EPIC number, Aadhar, Pan Card, bank account number, etc from every household.

The team took geo-tagged photographs of each householder and submitted the final survey report to the president of Charing Goan Panchayat for necessary action.

**2. Title of the practice:** Four-day special workshop on Yoga (18-21 June 2022)

**Goal :** to educate students in Yoga Practices.

**Context:** The practice of Yoga is considered an essential part of today's stressful life. Yoga means union, the union of body, mind and soul consciousness. It is an aid to bringing concentration to human life to work with proper consciousness.

**Practice :** The institution organized a three-day training program, and more than thirty students participated and got benefits from the training programs.

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

The college has a sound infrastructure in terms of rural existence. The college is dedicated to the first martyr from Assam in India's freedom struggle movement. The college has been relentlessly serving the locality and the people of nearby areas in terms of providing higher education since its inception in 1964. The institution in its long and glorious journey offering quality education and has produced many eminent personalities. Situated in a totally pollution free area, it plays a vital role in the upliftment of the educational status and socio-economic condition of the locality. The college serves as a platform to build quality human resources as it provides

the opportunity to fulfill the aspirations of students coming from different backgrounds with evidence showing in its university level examinations. The college, with its big campus, develops day by day and is ready to serve the locality in the changing scenario of higher education worldwide.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

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

1. To assist the college in effectively implement of the newly introduced four-year undergraduate program as per NEP-2020.
2. To develop the infrastructure of the college along with a new building for the digital classroom.
3. To enhance computer literacy among the students of the adjacent villages.
4. To organize a digital literacy awareness program in the nearby feeder schools .
5. To implement the recommendations made by the NAAC PEER TEAM visited in the last year.