



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		S. M. D. COLLEGE
Name of the head of the Institution		Dr. Mamoni Borah
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+919954962274
Mobile no.		9954302798
Registered Email		smdcollegenaac21@gmail.com
Alternate Email		smdcollege1964@gmail.com
Address		Charing, Sivasagar
City/Town		Sivasagar
State/UT		Assam
Pincode		785661
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Ravi Kumar Jha
Phone no/Alternate Phone no.	+918011050989
Mobile no.	8876555325
Registered Email	smdiqac1964@gmail.com
Alternate Email	jharabi25@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_AQAR%20(2017-18).pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_Academic%20Calender(%2018-19).pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C++	66.20	2004	16-Sep-2004	15-Sep-2009

6. Date of Establishment of IQAC	30-Nov-2007
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Organised lecture on research opportunities for faculties.	03-Aug-2018 01	20
Organised One day Programme on CBCS both for students and teachers	15-Jun-2019 01	109
Interaction with external experts on the introduction of new format of AQAR.	04-Sep-2018 01	15
Organised One day Programme on MOOCS and SWAYAM	14-Jun-2019 01	112
To accentuate the academic atmosphere of the college through meaningful discussion, retired teachers of the college were invited. On the same, a	24-Jan-2019 01	11
Adoption of subject related Project Works in a few subjects.	10-Sep-2018 180	36
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Excursion	State Govt	2019 1	100000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?

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

AQAR for previous academic cycles (201617) was discussed. The newly appointed coordinator, who took charge on 3rd Jan, 2018 discussed the progress work of 201718 AQAR preparation.

AQAR for the year 201819 was discussed.

The IQAC decided to prepare the AQAR for the submission at the earliest.

The I.T Cell of the college was constituted to complete the work of rectification and mistakes in the college website. The undesirable things should be removed. The necessary things should be incorporated in the website

Initiative taken to include student members in house committee/bodies of the college to involve them academically.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
To organise Library Orientation Program by SMD College Library	The program was held on 24-08-2018. The 64 numbers of B.A 1st semester students were benefited from the program.
To organise One Day Programme for adoption of subject related Projects works in a few subjects	The project work was carried out on 24th March 2019. The department of Assamese, Economics, and Political Science & Sociology adopted three projects work in encatchment area of the college.
To organise One Day Programme to constitute "Retired Teacher Forum".	The Worksop was organised on 30th January 2019. Eleven retired teachers were present in programme and "Retired Teachers Forum" was constituted.
To organise One Day Workshop on MOOCS & SWAYAM	The Worksop was organised on 14th June 2019. Prof. N.A Reddy of NEHU, Shillong was present in the Workshop as resource person. Both students and teachers were benefitted and acquired knowledge about this ICT.
To organise One Day Programme for interaction with external experts on the introduction of new format of AQAR.	The Programme was organised by IQAC on 4th September 2018. The new format of AQAR concept was discussed in detail.
To organise One Day Workshop on CBCS both for students and teachers.	The Worksop was organised on 15th June 2019. Dr. Sarat Kakoty, Prof. Of Dibrugarh University and Prof Jogen

Kalita of Gauhati University were present in the Workshop as resource person. Both students and teachers were able to understand the newly introduced CBCS system.

To organise a lecture on research opportunities for faculties

The lecture was organised on 3rd August 2018. The faculty members were greatly benefited by the speech of the resource person.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	20-Feb-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

28-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

- **Administration:** The college administration is run by the office of the Principal. The college office is equipped with computers and internet facility.
- **Examination Office:** Examination office is a separate room. The internal and external examination is controlled by this office. The examination office maintains the record of marks both of Internal and university Examinations. Other things pertaining to Examination is also kept. The records of the examination related are done in this office. The result of the internal examination is declared by the Examination Board.
- **Library Management:** The library has a Library Management Software. It is user friendly and designed to take care of all the administrative and management of the Library. The library runs under

the supervision of Librarian which is helped by a Library Committee comprised of Principal and teaching faculty. IT Technical support committee monitors and maintains the computer system and networks. The computer lab is under the supervision of a committee each department is provided Computers. • Academic Council: The committee is headed by the Academic Coordinator. The Coordinator helps in facilitating the coordination between the various committees. If the situation demands, the intervention of the principal settles the issue. • Governing Body: The Governing Body is the apex body to take final decision on any matter. It takes decision on both administrative and academic matters. Every appointment, promotion and the extension of Incharge Principal needs the approval of Governing Body.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college is full-fledged one and affiliated to the Dibrugarh University imparting education in Arts faculty. The college provides degree course in almost all subjects in the arts faculty. These subjects are Assamese, English, Economics, Education, History, and Mathematics. Philosophy, Political Science and Sociology. Mathematics and Sociology are at present available to the students in the core course only. The college also runs Krishna Kanta Handique State Open University, Distance Education study centre in its premises. • The college pursues the academic activity from 9 a.m. to 4 p.m. If the situation demands the college gives service beyond the scheduled academic period. • Before the beginning of odd and even semester, the college plans the academic calendar during the academic days. The Routine Committee is entrusted with the task of allocation of appropriate class rooms for different subjects. • Every department maintains the record of classes. Every faculty member is entrusted to prepare a lesson plan for the respective papers, which they teach in the class. • The absence of the teacher is notified in advance to the students and their classes are managed by other Faculty members. • The Academic Council meetings are convened from time to time by Academic Co-ordinator. The Council checks the progress of the Course at regular intervals in its meetings. • The Academic calendar is comprehensive which mentions every minute details of the academic activity. The parent university gives the Academic Calendar but owing to the local needs, limited flexibility is given to the calendar. • Examination Board conducts the sessional and other exam related matters. • The academically weak students are given ample attention by arranging remedial class. • Seminars, Field works, Home Assignments, Group Discussion and observation of important days are the salient features of the college. • Excursions have been given importance. The State Government provides financial assistance for the excursion. • There is a Central Library in the college besides the Departmental

Library. Text Books, Reference Books, Journals and Magazines, Provisions of E-Journals are available in the Central Library. • The sessional examination of the institution is conducted by the Examination Board with the help of the respective department. The result is displayed. • The University examinations are conducted as per rules & regulations of the affiliating University. • The answer scripts are shown to the students. If any kind of anomalies is found, the rectification of marks is done immediately after following the examination procedure.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NA	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	NA	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	The department of Education made a project on " A study of Environmental Awareness in Rural Areas with special reference to Na-Pam Khanikar Gaon of Sivasagar district", on 15.03.2019	3
BA	The department of Assamese made a project on the topic "Charaideo,	30

the first capital of Ahom Kings", on 24.03.2019

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The college observes feedback system strictly to enhance academic atmosphere. The formal and informal feedbacks from students are invited. This system helps the institutions to introspect the running of conventional and professional courses. The significant things concerning feedback are examined by a committee constituted by the college authority. The college adopts structured mechanism to collect feedback from Students, Alumni, Parents and stake holders. Besides adopting these methods, the respective Heads collect feedback in various ways from the students. • The Heads and the Academic Coordinator shares feedback with the concerned teachers in a constructive manner so that further improvements can be achieved in the teaching process. • The Governing Body, the apex body of the college, takes the policy decision concerning academic and administrative affairs. The G.B. is represented by two Guardians Nominees. They give their feedback about the institution, teachers and other staffs of the college in its meeting.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Major/Core	300	205	205

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	205	Nil	29	29	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
29	8	2	4	1	1
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

• The Mentoring system has been introduced to establish a better and effective student-teacher relationship and guide the students in Academic matters. • All the teachers are involved in the process of mentoring. Each teacher is assigned with a group of students. • Every mentor collects the details like division, roll no., contact no., E-mail id relating to the mentees assigned to him/her. • The mentor chalks out the responsibilities to take care of all the mentees. He regularly provides counsel on career and personal wellbeing apart from academic support. • He also makes provision for the remedial teaching for the mentees as and when requires. • The mentor is also responsible for bringing out the hidden talent of the students in various aspects of co-curricular activities • The mentors also keep a close contact with the parents of the students and encourage the guardians to take interest in the academic activities of the college. The mentor strives to build up the confidential level of the students by mutual understanding and nurturing their talents to reach its full potential.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
205	29	1:7

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
29	28	1	Nil	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A.	1st Semester/2018	19/11/2018	13/02/2019
BA	B.A.	3rd Semester/2018	28/11/2018	13/02/2019
BA	B.A.	5th Semester/2018	30/11/2018	13/02/2019

BA	B.A.	2nd Semester/2019	30/05/2019	16/07/2019
BA	B.A.	4th Semester/2019	31/05/2019	16/07/2019
BA	B.A.	6th Semester/2019	24/05/2019	16/07/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• Internal Evaluation of the students is important because it forms the basis of their continuous evaluation process under the semester system. The marks secured by the students in internal evaluation are calculated and forwarded to the Parent University as internal assessment, later which becomes the part of their final mark sheet. • As the internal evaluation system for various courses and programmes is being monitored by the guidelines recommended by the affiliating university, it is not possible to undertake massive reforms in the CIE system. Apart from the sessional examinations, departments also adopt certain internal evaluation procedures like student seminars, group discussions, class tests, home assignments, Projects works etc. • It is ensured that sessional examinations, as envisaged by the university as part of the CIE are carried on smoothly in a hassle free manner. • An Internal Examination Board is constituted by the principal under the leadership of a coordinator. He is responsible for all the exam oriented matters. • Under special circumstances students who fail to appear in the Sessional Examination, the Board entrusts the particular department to hold a particular examination to those students. • The answer scripts are evaluated at the departmental level. The scripts are shown to the students. If any anomalies are detected in the answer scripts, necessary rectifications are done after the approval of examination board. • The results of the students are displayed on the Notice Board of the college. • The End Semester examination is conducted in the college under the supervision of affiliating university. The whole area remains under the cover of CCTV. The Principal of the college acts as the Officer-in-Charge of the centre. The Officer-in-Charge appoints the Assistant Officer-in-Charge (Confidential) for the concern End-Semester examination. He is responsible for carrying the question papers to the centre and sending the scripts to the place as directed by the parent University. The invigilators are appointed to run the exam smoothly. The university appoints External Supervisor for the exam.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The affiliating university offers a comprehensive Academic Calendar to be followed in the college. The prescribed Calendar is slightly edited to fit the localized activities and needs without hampering the spirit of the calendar. • Keeping in view the diverse local needs of the students and the community, the calendar incorporates various events and activities to be observed at the institutional level. The events like observation of College Foundation Day, Extension activities adopted by various wings and cells, observation of important days, holding of Freshmen Social, Annual Sports weeks etc. are fitted into the fabric of the academic calendar. • The college follows the tentative schedule of the various internal examination outlined by the affiliating university. • The calendar also incorporates the teaching days and holidays into it.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

[https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL IOAC 2.6.1%20\(18-19\).pdf](https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL IOAC 2.6.1%20(18-19).pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.A.	BA	B.A. 6th Semester	69	39	56.52
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL IOAC 2.7.1.\(18-19\).pdf](https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL IOAC 2.7.1.(18-19).pdf)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	0	Nil	Nil
Minor Projects	0	0	Nil	Nil
Interdisciplinary Projects	0	0	Nil	Nil
Industry sponsored Projects	0	0	Nil	Nil
Projects sponsored by the University	0	0	Nil	Nil
Students Research Projects (Other than compulsory by the University)	0	0	Nil	Nil
International Projects	0	0	Nil	Nil
Any Other (Specify)	0	0	Nil	Nil
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NA	Nil	0
International	NA	Nil	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	2
Assamese	2
Library	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	0	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	33	Nil	Nil
Presented papers	Nil	6	1	Nil
Resource persons	Nil	1	Nil	Nil
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Observation of International Day of Yoga	N.S.S..	10	60
Celebration of Swachta hi Sewa (2nd October)	N.S.S.	21	75
Celebration of World Environment Day	N.S.S.	10	45
Swacha Bharat Abhiyan	N.S.S.	10	55
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swach Bharat Scheme	NSS	Awareness regarding	12	70

		cleanliness		
Workshop on "The role of Women Education in the warding the menace of alcohol"	Women Studies Cell	Awareness regarding Health and Hygiene	12	80
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NA	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	1454021

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing

Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Library Management System (LMS ELIB)	Partially	SOUL 2.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19797	Nill	4	1480	19801	1480
Reference Books	1734	Nill	6	Nill	1740	Nill
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	32	Nill	Nill	Nill	32	Nill
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	17	Nill	Nill	Nill	17	Nill
Library Automation	1	Nill	Nill	Nill	1	Nill
Weeding (hard & soft)	Nill	Nill	Nill	Nill	Nill	Nill
Others(s pecify)	Nill	Nill	Nill	Nill	Nill	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
N.A.	N.A.	N.A.	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	39	14	3	0	0	5	9	0	8
Added	0	0	0	0	0	0	0	0	0
Total	39	14	3	0	0	5	9	0	8

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
N.A.	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
418000	417500	145800	145300

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has an established system procedure for maintaining different infrastructural facilities like Library, Education Laboratory, Sports ground, class rooms, generators, office equipments etc. The college has a Infrastructure Committee aided by the Technical Support to see the overall maintenance of the infrastructure need of the institution. • The head of the Infrastructure Committee acts as Estate Officer for the college. He keeps an eye on the college and maintains the college premises and campus. The Infrastructure Committee also looks the repairs work of the college assets. • Repair and maintenance work is done in and around the campus when it becomes necessary by Infrastructure Committee. • In case the nature of the work is Major or any kind of new construction of building is required, the matter is referred to Governing Body of the college. The Building Committee completes the task of new construction. • The duty of the House keeping staffs and gardener is to maintain cleanliness, beauty and greenery of the campus. • To ensure the security in the campus of the college CC TV cameras are installed at strategic locations. The College has the Chowkidar employee to guard the college at night. The college remains in vigil of the entire campus 24x7. • In order to provide a good and functional library, the college has a Library. The college has a Library Committee. The Library also provides a suggestion cum complaint box in order to get the feedback of the users. Binding of old and torn books are done periodically. The Library management committee holds meeting, whenever the situation warrants. • The computer systems of the college are managed and maintained by in house Committee headed by the HoD of the department of Mathematics and also IT Chief. • The college has installed a Generator to meet the power cuts.

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CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	<ul style="list-style-type: none"> • PMS for OBC Students • MLA Scholarship • Financial assistance from Labour Union 	61	425000
Financial Support from Other Sources			
a) National	0	Nil	0
b) International	0	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
International Day of Yoga	21/06/2019	20	NSS
Remedial class for academically challenged students.	29/10/2018	35	Concerned Department
Career Counselling	01/08/2018	35	Career Counselling Guidance Cell
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	N.A.	Nil	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	10	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
N.A.	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.A	Political Science	PG Classes of J.B College (Autonomous), Jorhat	M.A.
2019	1	B.A.	Philosophy	Sankardev University, Nowgong	M.A.
2019	2	B.A.	English	Dibrugarh University	M.A.
2019	2	B.A.	Education	Dibrugarh University	M.A.
2019	1	BA	Economics	Dibrugarh University	M.A.
2019	5	B.A	Assamese	Dibrugarh University	M.A.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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Literary Competition	Institutional	55
Cultural Competition	Institutional	56
Sports Week	Institutional	160
Quiz Competition	Institutional	36
Wall magazine competition	Institutional	6
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Gold	National	1	Nill	03	Kabita Khanikar
2019	Bronze	National	1	Nill	03	Kabita Khanikar
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Union of the SMD College is the elected body of the students. The students elected their own representative through direct voting. The Student Union is constituted by the elected members of the students. The Principal of the college is the President of the body. The students are responsible for looking after the portfolios in which they contest. After their election they are helped by the Teacher Advisors. The Student Body meets from time to time along with their Advisors to chalk out various issues. They work in tandem with the college authority. They organise the Cultural and Sports functions of the college during the College Week. They also ensure the discipline in the college. They follow the constitution of the college. The Student Union is the nursery of the students to develop their leadership quality. The Student Union work selflessly for enhancing the academic atmosphere of the college and raise the feeling of the brotherhood and peace. The Election Committee of the college conducted the election of student union, according to the Academic plan directed by the University. The Student Union Body is constituted after the election. The first general meeting of the Student's Union with all the students decided to work selflessly for enhancing the academic atmosphere of the college and raise the feeling of brotherhood and peace. The following agenda was set for the meeting. To inculcate the feeling of human values and to promote the cardinal feeling, Student Union requested the students to inculcate values in their life. The Students Union constitutes with the following office bearers - President (Ex-officio member, Principal of the College, Vice-President, General Secretary, Assistant General Secretary, Outdoor Games Secretary, Indoor Games Secretary, Literary Secretary, Magazine Secretary, Cultural Secretary, Boys Girls Common Room Secretary and Social Service Secretary. The functions of Union are -

- To conduct the Annual Sports Week
- To celebrate the various festivals
- To address the different problems of the students.
- To maintain discipline and cleanliness within the college campus.
- To assist the college authority in different aspects of administration.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has organized recently the get together of former students who passed from this college. The alumni association is formed having their own president and secretary. This committee is in close touch- with the developmental works of the college. They also render fruitful help when time necessitate. Though the college tries it best to give every kind of facility to the students belonging to rural base, but it is striving to achieve its excellence in various fields. The student's common room is not adequately arranged to provide service. The SMD college has Alumni Association which is unregistered. The aims and objectives of the Association are as follows. • To upgrade and improve the facilities of the college. • To promote the welfare of the college students and the college as a whole. • To support the endeavours of the college in achieving its goal. • To encourage the alumni members, faculty and students to foster a lifelong relationship with the college. • The Association holds its Executive Committee meeting whenever need arises and the Annual General meeting once a year. Since its inception the Association contributes to help the Institution through financial and non financial means. • Under the umbrella of Association several kinds of Academic activities have been initiated. Several awards have been sponsored by Alumni Association.

5.4.2 – No. of enrolled Alumni:

60

5.4.3 – Alumni contribution during the year (in Rupees) :

12000

5.4.4 – Meetings/activities organized by Alumni Association :

• Executive Body Meeting: The SMD College Alumni Association was able to hold its Executive body meeting on 10/02/2019. • Annual General Meeting: The Annual General Meeting of the SMD College Alumni Association was held on 18/08/2018 in the seminar hall of the college. The meeting begins with the welcome address from secretary of the Alumni. He presented the brief report of the last year. The Treasure of the Alumni presented the report of earning and expenditure. The committee selected a new General Secy. by voice vote. The formal handling of charge was transferred. Various kinds' activities were discussed.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution follows the democratic process of participative management which evolve through collective leadership. The institution seeks to achieve synergy between an academic practices and co-curricular responsibilities so that all stakeholders are benefitted. Given below are the two institutional practices of decentralisation and participative management: 1. The functions of Board of Examination (BoE) in the participative management process : The college has constituted a Board of Examination to see the smooth functioning of CIE (Continuous Internal Evaluation). A faculty member is the coordinator of the Board of Examination with two other members. The Board members are responsible for finalizing all internal exam related activities. They are given the responsibility to conduct two sessional examinations. Beside the examination the members are also given the responsibility to see the conduct of seminars and home assignments in various departments. The attendance of the students is also monitored by them along with the respective HoDs. The Board of

Examination is the permanent Examination body of, The BoE is one of the academic committees to give their observation and opinion on CIE. During the period of external examination the members of the BoE serve as a link between college office and examination committee for smooth conduct of examination. The functions of Career Counselling Guidance Cell in the participative management process: The Career Counselling Guidance Cell of the college serves as catalyst to upward mobility of the college. The students are given career counselling from time to time for their career advancement. The Career Counselling Guidance Cell identifies the talented students and helps them to make right choice in their path. The Cell runs under the Supervision of One Co-Ordinator.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	At the beginning of the academic year, the Principal convenes a staff meeting to discuss the academic activities for the particular semester. The college encourages the teachers to participate in career oriented programmes like OC, RC, Induction course, seminars, and workshops for their career development. In doing so, the interest of the institution is given top priority. The teachers also advise the library committee in purchasing different reference books for the course.
Teaching and Learning	<ul style="list-style-type: none"> • Departmental meetings are held before the commencement of the semester classes. A fruitful deliberation takes place on distribution of syllabus among the teachers of the department. • Students are encouraged to participate in various activities like assignments, group discussions, field Studies, departmental seminars etc. The faculty also mentors the students to acquaint them with the options available after the completion of course.
Examination and Evaluation	The Institution ensures that students and faculty are aware of the evaluation process by various means- <ul style="list-style-type: none"> • A planning is done on the implementation of teaching plan, sessional examination, Unit test, seminars, group discussion project work/ Field studies by the Academic Council. • The Principal along with the heads and members of the Examination Board decides on the methodology of paper setting and the evaluation process for the continuous evaluation of the students • The

academic calendar is circulated among the students mentioning the dates of examination. • The Examination Board conducts the sessional examination and the departments concerned also conduct unit test, seminars, projects work, assignments, and internal assessment as a part of continuous evaluation process. The departments also monitor the attendance of students, remedial classes and mentoring sessions are also held to facilitate students.

Research and Development

The college encourages faculty members to pursue individual work in research. The Faculty members are regularly publishing Reference books for the UG syllabus at semester level. The research articles have been regularly contributed by the teachers in research books and journals The seminars, workshops and research programmes are regularly pursued by the teachers. SLMs have been written for the UG programme of affiliating university by teachers of the college. Some teachers have been drafted as the paper setter at PG level as well as Graduate level.

Library, ICT and Physical Infrastructure / Instrumentation

The library has different sections like reading section, reference section, lending section, and a question banks. The library adds new books regularly and subscribes newspaper and journals . The Institution is a member of the National Library and Information Service Infrastructure for scholarly content. (NLIST) The Institution encourages the use of technology by providing necessary infrastructure like computers with internet facilities. Two different sections has been developed in the Central Library: Maniram Dewan section and Faculty section.

Human Resource Management

Administration is decentralized and managed by various Committees comprising of teaching and non-teaching staff under the different heads of the departments. New recruitment is done through the process of advertisement in the news paper. The attendance of the faculty and office staff is maintained in register and biometric machine (Face reading Punching) For teaching faculty biometric machine is made available as well as manual register is in function. Recognition is accorded to the faculty

	for achievement in research related work.
Industry Interaction / Collaboration	Gunostov (A State Govt. Sponsored Programme for quality assessment for Lower and Upper Primary Schools.) The teachers of the college are invited as external Evaluators to inspect the schools. Mission Green: District Administration invited the teacher of History department to participate in this programme.
Admission of Students	<ul style="list-style-type: none"> • The Admission Committee is entrusted for screening of the admission form. Admission is primarily based on merit. The admission process follows the government rules. • The sports quota admission seats are also available to promote games and sports in the college. Cultural activity is also given due recognition. • Hostel accommodation is available for girl's students. • Care is taken for economically weaker section by the Government and the teachers. • The strategies for admission adopted by the institution are strictly in adherence with the government policies keeping in mind the national commitment to diversity and inclusion. • Help desk number is displayed during the entire admission process for the convenience of the students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The budget of the college is communicated to the Directorate of Higher Education, Govt. of Assam via this medium.
Administration	<ul style="list-style-type: none"> • Email of the teachers is kept to circulate the information by the Office. • The notice issued by the Directorate of Higher Education, Govt. of Assam is circulated through email, Whatsapp.
Finance and Accounts	Salaries of the Employees are operated through E- governance. Funds along with scholarship of students are operated through this medium.
Student Admission and Support	<ul style="list-style-type: none"> • Govt. Scholarship along with labour union scholarship and MLA fund scholarship are operated through this medium.
Examination	The affiliating University communicates these notices via mail,

websites like examination notice, registration procedure, examination programme and result, any office/ exam related notice and circulars.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	N.A.	NA	NA	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	ICT Learning	Workshop on MOOC-SWAYAM	14/06/2019	14/06/2019	27	4
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	03/09/2018	23/09/2018	21
Short Term Course	5	04/10/2018	10/10/2018	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, CPF, GIS, NPS, Gratuity and other post-retirement benefits are available, Casual Leave, Earned Leave, Medical	GPF, CPF, GIS, NPS, Post retirement benefits available leave for the employee as per Govt. of Assam rules.	SC/ST/OBC/Other Govt. sponsored schemes, Labour Union Scholarship, MLA fund scholarship, free education sponsored by

Leave, Child Care Leave admissible as per Govt. rules.

Govt. of Assam.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college has an efficient account section which monitors all financial transactions. As the college is a provincialized institution, its main source of income is the grant received from the Government of Assam and other agencies. • The internal expenditure incurred by the institution is audited by an Auditor locally appointed for the purpose. The internal auditor scrutinizes the receipts and cash memos involved with expenditure incurred. • The expenditure of external accounts of the college is duly audited by the auditor appointed by the Govt. of Assam. The College has structured audit system governed by the acts and rules provided by the Govt. of Assam and other procedures prescribed by the funding agencies. The internal and external audits are carried out by the college authority in accordance with the applicable guidelines. • The college has an efficient account section which monitors all financial transactions. As the college is a provincialized institution, its main source of income is the grant received from the Government of Assam and other agencies. • The internal expenditure incurred by the institution is audited by an Auditor locally appointed for the purpose. The internal auditor scrutinizes the receipts and cash memos involved with expenditure incurred. • The expenditure of external accounts of the college is duly audited by the auditor appointed by the Govt. of Assam. Generally the Directorate of Audit, Govt. of Assam is the agency involved in appointing an external auditor to supervise the matter.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Land Revenue of the college	6900	Augmentation of the College Fund
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• Representation of two guardians in the college Governing Body. • Participation of the guardians in the College Foundation Day. • Suggestions of the guardians are given importance in making policy of the college.

6.5.3 – Development programmes for support staff (at least three)

• The Grade-IV Employee appointed in non-sanctioned post has been provided paddy field without any rent. • The Mali of the college has been provided

residential facilities in the college campus. • The college has the provision of empanelled electrician for electrical works of the college.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• The college has adopted a regular programme of incentives generations for the relatively stronger students. During this year also the programme was carried out. • The college makes a 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. During this year also the programme was carried out. • The college continues an effective self appraisal both for the teaching non-teaching staff.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Workshop on CBCS.	15/06/2019	15/06/2019	15/06/2019	109
2019	Workshop on MOOCS SWAYAM	14/06/2019	14/06/2019	14/06/2019	112
2019	Project Work for Students	24/03/2019	24/03/2019	24/03/2019	40
2019	Memorial Lecture	29/06/2019	29/06/2019	29/06/2019	70
2019	Effective Use of Online Resources.	17/05/2019	17/05/2019	17/05/2019	12

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Demerits of early marriage	03/12/2018	03/12/2018	25	5
Equal Pay for equal work	01/06/2019	01/06/2019	20	3

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

- Afforestation Programme is carried out in the nearby locality.
- The dustbins are installed at various advantageous positions in the college campus.
- Use of Cowdung in the college campus is encouraged. Chemicals pesticides are strictly prohibited in plantation Programme.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	5
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	11/10/2018	01	Role of Women Education in Thwarting the menace of alcohol.	Awareness among Women	115
2018	1	1	01/12/2018	15	Participated in Swachha Bharat Abhiyan	Cleanliness Drive	53
2019	1	1	05/06/2019	01	Observation of World Environment Day	Awareness Programme	52

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Introductory Book On Institutional Discipline and Ethics	31/05/2017	At the time of buying Admission Form every student is given Introductory Book to the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Participation on Swachhata Hi Seva	01/12/2018	15/12/2018	25
Observation of Teacher's Day	05/09/2018	05/09/2018	150
Observation of World Hand Washing Day	15/10/2018	15/10/2018	175
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Recycling of rain water is practised among the students in household purposes.
- The college authority tries to make the college campus "Radiation Free Zone".
- Garbages from Canteen are carried out on daily basis.
- The college campus is a "Litter Free Area".
- Regular cleaning and brooming of college campus are a regular practice.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title : Job avenues through Handicrafts Goal : To make the students economically independent and self reliant. The Context: The village Charing is dominated by people having small scale industries and business. The college authority tries to engaged the student' to cottage and small scale industries. The village women folk produce gamucha (a kind of traditional muffler) in their home. The students mostly girls attained this preliminary training of gamucha production in their home. The Practice: I. The college fraternity has made special provision to engage the students in this work. For this, on 2nd March, 2019 the college authority has setup a small industry with equipments of handicraft for production of this item. II. The gamucha produced here have been opened in the market. III. The college takes pride to make the students self-reliant and economically independent.

2. Title: Library Readers' Club: Goal: To inculcate the reading habit among the students and users of the library, The Library Committee has decided to establish "SMD College Reader's Club" and placed the matter in the Library Committee meeting held on 10th May, 2019 and the committee has decided to establish the club. The Context: "Readers' Club" is one of the good practices to encourage the readers' community Library and to develop the reading habit. It promotes the users to know useful information and encourages useful discussions among readers. The Practice: The "Readers' Club" includes teachers, students and staff of the College under the supervision of the Principal and the Librarian. Organizing talks and lecture program for the readers of SMD College Library. The visions of the Club are as follow- • Organising Talks and Lecture Programmes among the readers. • Organizing discussion programs amongst the teachers, students and staff. • Current issues are discussed in this forum.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

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7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

• The institution is one of the oldest institutions in Sivasagar district of Assam. Charing is a rural place attached to the sacred memory of the mighty warrior Maniram Dewan who dared to challenge the colossal British Empire. He was the first martyr of this region. The education loving people of Charing established this college long back in 1964. Till the early eighties it was the only college in nearby locality covering the encatchment area of about twenty kilometres. A feature that has served to attract the students it as has a nice education environment in the lap of nature. • The institution takes pride to give education to first generation learners and turned them into mature adults and responsible citizens. • The institution gives higher education to those students who wouldn't have attained the sacred fruit of education if the college wouldn't come into existence. • The college provides quality education with good result in every academic year. • The college performs extension activities with active participation of different Cells and wings. • The college maintains good relationship with neighbouring institution, organisation as well as alumni and stakeholders.

Provide the weblink of the institution

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8.Future Plans of Actions for Next Academic Year

8. Future Plans of action for next academic year (500 words) • To invite a renowned environmentalist for dissemination of knowledge about wildlife conservation, as wildlife conservation has become the need of the day. Keeping this important issue in the backdrop, the College Fraternity decides to invite one wildlife conservationist in the next academic year. The college intends to get benefit out of this programme. • The SMD College Library meditates to organise a Summer Camp and a Winter Camp for college students. It will help the students to understand the use of library books and other related issues. • To organise a programme on women health education because nearly half of the population of the Nation is comprised of female. Even the SMD College is dominated by the girl students. The women become more prone to disease. So the college decide to arrange a talk on Women Health Education. It will help the college students in particular and the village women folk of the locality in general. • Besides the personal research, the faculty decides to pursue project work in nearby locality. It will help the college Fraternity and the students as well as the village people to get a real picture of life. • Departmental Seminars are supposed to end the fear psychosis of the students. It will turn them academically sound students. • To continue the extension activities through NSS, Women Studies Cell, and Career Counselling Guidance Cell in near by locality.