



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		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
<b>2. Institutional Status</b>		

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

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_AQAR%20(2018-19).pdf">https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_AQAR%20(2018-19).pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_Academic%20Calender%202019-20.pdf">https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_Academic%20Calender%202019-20.pdf</a>

### 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

<b>6. Date of Establishment of IQAC</b>	30-Nov-2011
---	-------------

### 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 Summer Camp by SMD College Library	02-Jul-2019 17	5
Programme on CBCS rules, regulations and curriculum	19-Aug-2019 01	105
Readers Club became functional in the college to give platform to the students and teachers to vent their ideas under the aegis of S.M.D. College Library.	13-Sep-2019 01	52
Organised Awareness Programme on Women Health Sanitation	24-Oct-2019 01	50
Organised Winter Camp by SMD College Library	02-Jan-2020 9	8
<a href="#">View File</a>		

**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
SMD College	Excursion	State Government of Assam	2019 01	100000
SMD College	Girls Common Room	State Government of Assam	2019 01	100000
<a href="#">View File</a>				

**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 :**

3

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 during the year?**

No

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

• Observing Librarians Day to remember the contribution of Father of Library Science Dr. S. R. Ranganathan. The number of participants were 72 on 09.08.2019 • Awareness programme on Women's Health Sanitation by Women's Studies Cell to make conscious to women folk concerning their health and hygiene on 24.10.2019 • A case study was carried out by Department of Economics on the topic "Occupational Distribution: A case study in Charing area in the district of Sivasagar, Assam". The numbers of participants were 15 on 26.10.2019 • Organised a Webinar on User Awareness Programme on National Digital Library of India organised by SMD College Library in collaboration with NDLI North East Regional Centre, IIT Guwahati in Jitsi Meet platform. Dr. Jyotika Borthakur, Librarian coordinated the programme. 48 number of participants were participated in the programme. The programme was held on 13.06.2020 14.06.2020 • A Webinar was organised to make aware the teachers about the use of online eresources which are open access and also from other sources. The webinar was entitled as "Awareness Programme on Use of Online E Resources" organised by SMD College Library in association with Assam College Librarians' Association (ICT Cell). The number of participants was 100. The programme was held on 19.06.2020.

[View File](#)

## 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 invite Forest Man Padmasri Jadav Payeng to deliver a lecture on Wild Life Conservation	The programme could not carry out on account of Covid-19 pandemic.
To organise an Induction Programme	The programme could not carry out on account of Covid-19 pandemic.
To organise Summer Camp	Summer camp was organised to create reading habit and aware the students' different activities and services offered by the library and to encourage maximum participation of students with a slogan "Teamwork really works" under the supervision of the librarian Dr. Jyotika Borthakur from 02.07.2019 to 18.07.2019.
To make a case study by the Department of Economics under the supervision of IQAC	A case study was carried out by the Department of Economics on the topic "Occupational Distribution: A case study in Charing area in the district of Sivasagar, Assam" on 26.10.2019. The numbers of participants were 15.
To organise an awareness programme	The programme was organised by Women Studies Cell on the topic "Women's Health Sanitation" on 24.10.2019. The numbers of participants were 52.
To organise Orientation programme by College Library	An orientation programme for freshers was organised on 19.08.2019 by College

Library to make students aware about the library services, rules and regulations and collection available in the library.

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	28-Jan-2021

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:

No

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 at undergraduate level. The college imparts quality education 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. • 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 Board of Examination with the help of the respective department. It is also responsible for all the Continuous Internal Evaluation (CIE). • 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	Duration	Focus on employ	Skill
-------------	-----------------	----------	----------	-----------------	-------

		Introduction		ability/entrepreneurship	Development
N.A.	N.A.	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	B.A. - CBCS	01/07/2019
<a href="#">View File</a>		

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	Core Course	01/07/2019
BA	Generic Elective	01/07/2019

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
N.A.	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	N.A.	Nil
No file uploaded.		

## 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 institution adopts structured mechanism to collect feedback from Students, Alumni, Parents and Stakeholders. The significant things concerning feedback are examined by a committee constituted by the college authority. Besides adopting these methods, the respective Heads collect feedback in various ways

from the students. • The Heads and the Academic Coordinator share feedback with the concerned teachers in a constructive manner so that further improvements can be achieved in the teaching- learning process. • There are two guardian nominees in the college Governing Body. They give their feedback about the institution, teaching- learning process which they gain from their wards in the meeting of the Governing Body.

## 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 Course	300	152	152
<a href="#">View File</a>				

### 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
2019	152	Nil	28	28	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
25	15	2	4	1	1
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

#### 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 enhancement as well as personal matters 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
152	28	1:5

## 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	27	2	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
2019	Dr. Gitanjali Borah (Department of Economics) National Level	Associate Professor	“Bharat Ratna Mother Teresa Gold Medal Award” offered by Global Economic Progress Research Association(GEPRA) New Delhi.

[View File](#)

## 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	BA	1st Semester (Non-CBCS)	06/12/2019	13/03/2020
BA	B.A.	1st Semester (CBCS)	18/12/2019	13/03/2020
BA	B.A.	3rd Semester	11/12/2019	13/03/2020
BA	B.A.	5th Semester	12/12/2019	13/03/2020
BA	B.A.	2nd Semester	21/10/2020	18/12/2020
BA	B.A.	4th Semester	21/10/2020	18/12/2020
BA	B.A.	6th Semester	21/10/2020	18/12/2020

[View File](#)

### 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 progress in learning. The marks secured by the students in internal evaluation are calculated and forwarded to the Parent University as internal assessment later which becomes a part of final exam marksheet.
- 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. • A Board of Examination (BOE) is constituted by the principal under the supervision of a coordinator. He is responsible for all the exam oriented matters of the CIE. • Under special circumstances, students who fail to appear in sessional examinations, 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 BOE. • The results of the students are displayed for the perusal of the students. • The End Semester examinations are conducted in the college following the examination rules and regulations of the affiliating university.

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 provided by the affiliating university. • Keeping in view the diverse local needs of students and 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, working 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\(2019-20\).pdf](https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoIn/SMDCOL_IOAC_2.6.1%20(2019-20).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	59	32	54.23

[View File](#)

## 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%20\(2019-20\).pdf](https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoIn/SMDCOL_IOAC_2.7.1%20(2019-20).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	Total grant	Amount received
-----------------------	----------	---------------------	-------------	-----------------

		agency	sanctioned	during the year
Any Other (Specify)	0	0	Nil	Nil
International Projects	0	0	Nil	Nil
Students Research Projects (Other than compulsory by the University)	0	0	Nil	Nil
Projects sponsored by the University	0	0	Nil	Nil
Industry sponsored Projects	0	0	Nil	Nil
Interdisciplinary Projects	0	0	Nil	Nil
Minor Projects	0	0	Nil	Nil
Major Projects	0	0	Nil	Nil
No file uploaded.				

### 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	Nill
----	------

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	Nill	0
International	NA	Nill	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
Assamese	8
English	3
Economics	1
PHILOSOPHY	1
POLITICAL SCIENCE	1
History	1
LIBRARY	2
<a href="#">View File</a>	

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
Socio-Economic Status of Bodo Women: A Case Study of Gulokpur Village in Golaghat District of Assam	Mrs. Jonti Das	Journal of Critical Review	2020	0	N.A.	Nill
<a href="#">View File</a>						

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
Nil	Nil	Nil	Nill	Nill	Nill	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	6	45	5	Nil
Presented papers	Nil	2	Nil	Nil
Resource persons	Nil	1	Nil	Nil
<a href="#">View File</a>				

### 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
Awareness programme to bring consciousness and precaution on Corona Virus (COVID- 19) among the locality of Charing	NSS	26	80
Adoption of village	N.S.S..	10	90
Swachatta Hi Sewa	N.S.S.	23	118
<a href="#">View File</a>			

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
Prof. Rana Neog, Quality improvement through Gunostav (A Programme adopted by Govt. of Assam for quality improvement in Primary Education)	Best Master Trainer Award (2019-20)	Asox Sarba Siskha Abhiyan	60
<a href="#">View File</a>			

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
Health Awareness	Women Studies Cell	Awareness Programme on Women's Health Sanitation	20	50

A Case Study	Department of Economics IQAC	Occupational Distribution: A Case Study in Charing Area in the district of Sivasagar, Assam	3	15
Swachatta Hi Sewa	NSS	Cleanliness Drive	23	118
<a href="#">View File</a>				

### 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
N.A.	N.A.	N.A.	0
No file uploaded.			

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
N.A.	N.A.	N.A.	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
N.A.	Nil	N.A.	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
100000	3231125

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Nil
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Nil
<a href="#">View File</a>	

#### 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	19801	Nil	Nil	Nil	19801	Nil
Reference Books	1740	Nil	3	Nil	1743	Nil
e-Books	164300	Nil	Nil	Nil	164300	Nil
Journals	32	Nil	Nil	Nil	32	Nil
e-Journals	6000	Nil	Nil	Nil	6000	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	17	Nil	Nil	Nil	17	Nil
Library Automation	1	Nil	Nil	Nil	1	Nil
Weeding (hard & soft)	Nil	Nil	Nil	Nil	Nil	Nil
Others(s pecify)	8	Nil	Nil	Nil	8	Nil
<a href="#">View File</a>						

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
NA	NA	NA	Null
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
NA	Null

#### 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
115000	114700	215000	214500

##### 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, Psychological Laboratory, Sports ground, classrooms, generators, office equipments etc. The college has an Infrastructure Development Committee aided by the Technical Support to see the overall maintenance of the infrastructure need of the institution. • The head of the Infrastructure Development 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 are done in and around the campus when it becomes necessary by Infrastructure Development 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 formed by the Governing Body completes the task of new construction. • The duty of the house keeping staffs and gardener are to maintain cleanliness, beautification 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 remains in vigil of the entire campus 24x7. • In order to provide a good library, the college has a Library Management 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 held meeting, whenever the situation demands. • The computer systems of the college are managed and maintained by in house committee headed by the ICT Cell coordinator. • The college has installed a Generator to meet the power cuts. • To ensure constant supply of clean water, provision has been made through ground water supply after filtration. It supplies clean and pure drinking water. • There are one computer laboratory and Psychological Laboratory of Department of Education in the college and the students are encouraged to use these. • The College has given the accommodation to every department separately attached with washroom. • The gymnasium hall is looked after by the College Office. • The Department of Education runs the Montessori Day Care Centre which offers facilities for children of the fringe area. • The college has a well maintained canteen which provides refreshments both to the students and staff at a minimum price. • The college has a women hostel which offers accommodation to the remote area girl students. It is looked after by a Warden supported by the Hostel Managing Committee. • The classrooms have been provided to Honours and Generic Elective Students. Besides, being electrified in the classrooms, electric fans are equipped with. The classrooms are maintained by Infrastructure Development Committee. • The students pass their leisure time in the Boys and Girls Common Room. • The college has a good playground with necessary facilities for outdoor games and sports like football and cricket.

[https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLogin/SMDCOL\\_IQAC\\_4.4.2%20\(2019-20\).pdf](https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLogin/SMDCOL_IQAC_4.4.2%20(2019-20).pdf)

## 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	Financial support from the MLA Fund. Post Metric Scholarship (OBC) Labour Union Scholarship.	81	584000
Financial Support from Other Sources			
a) National	N.A.	Nil	0
b) International	N.A.	Nil	0
<a href="#">View File</a>			

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
Career Counselling	04/01/2020	105	Career Counselling Guidance Cell
Orientation Programme	19/08/2019	150	Librarian of the college
Mentoring	03/08/2019	151	Every Teacher of the college

Remedial Class	23/10/2019	50	Respective Department
<a href="#">View File</a>			

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
No file uploaded.					

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
2019	7	7

## 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	N.A.	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.	English	Directorate of Distance Education (Dibrugarh University)	M.A.
2019	1	B.A.	Assamese	Dibrugarh University	M.A.
2019	1	B.A.	Philosophy	Dibrugarh University	M.A.
2019	1	B.A.	Political Science	Dibrugarh University	M.A.
<a href="#">View File</a>					

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

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

Activity	Level	Number of Participants
Literary Competition	Institutional	56
Cultural Competition	Institutional	61
Inter College Competition	University Level	3
Sports Week	Institutional	Nil
Quiz Competition	Institutional	30
Wall magazine competition	Institutional	7
<a href="#">View File</a>		

### 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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	1st Prize/ Gold Medal	National	1	Nil	25	Junmoni Boruah
2020	2nd Prize/Silver Medal	National	1	Nil	03	Sumpi Gogoi
2020	1st Prize / Gold Medal	National	1	Nil	25	Junmoni Boruah
<a href="#">View File</a>						

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

The Students' Union of the SMD College is the elected body of the students. The students elected their own representative through direct voting. The Principal of the college is the President of the body of the union. The representatives

are responsible for looking after the activities performed by the students. They are assisted by the teacher advisor. The Students' Union meets from time to time along with their Advisors to chalk out various programmes. They work in team spirits at the advice of the teachers and college authorities. They organise annual sports week, cultural activities, other co-curricular activities and observe various festivals. They also ensure the discipline in the college. They perform their duties under its constitution. The Students' Union is the nursery of the students to develop their leadership quality. The Students' 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 conducts the election of Students' Union, according to the Academic Calendar. In the first general meeting of the Students' Union, the representatives decide to work selflessly for enhancing the academic atmosphere of the college and raise the feeling of brotherhood and peace. 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 no registered Alumni Association. But the alumni association namely 'S.M.D. College Alumni Association' is formed having their own President and Secretary with its executive body. This committee is in close touch with the developmental works of the college. They also render fruitful help when time necessitates. The aims and objectives of the Association are as follows:-

- To support the endeavours of the college in achieving its goals.
- To promote the welfare of the college students and the college as a whole.
- To encourage the alumni members, faculty and students to foster a lifelong relationship with the college.
- To upgrade and improve the facilities of the college.
- Under the umbrella of Association several kinds of Academic activities have been initiated. Several awards have been sponsored and given by Alumni.

5.4.2 – No. of enrolled Alumni:

80

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

7000

5.4.4 – Meetings/activities organized by Alumni Association :

The Executive meeting of the SMD College Alumni Association was held on 11/08/2019. The General Meeting of the association was held on 27/12/2019. The meeting unanimously resolved to set up a statue of 'Maniram Dewan'.

### 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 Grievance Redressal Cell in the participative management process : Grievance Redressal Cell of the college has been working efficiently to redress the issues of every student. The Grievance Redressal Cell is headed by one of the faculty members along with four members. It takes the issues of the students as well as the staff and solves it amicably. The Academic Coordinator serves as a communicator between the teachers and the Principal if any grievances arise.

Moreover, if the grievances are minor, it is solved amicably and professionally. This cell solves the issues of cultural, social and sexual harassment. 2. The functions of Library Advisory Committee in the participative management process : Library Advisory Committee is one of the committees of the college. The Library Advisory Committee gives advice whenever the situation demands. The Library Committee is headed by the Principal. The Librarian of the college is the secretary. The committee gives its advice on various issues pertaining to academic activity and administrative ground. The Librarian frames its rule for smooth functioning. The books are purchased on the advice of the HoD through this committee. The HoDs and few members of the faculty are the members of this Advisory Committee.

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. 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 Advisory Committee in purchasing different reference books for the course.
Teaching and Learning	Departmental meetings are held before the commencement of the semester classes. The meeting discusses on distribution of syllabus among the teachers of the department, course plan and maintaining the teachers diary. 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 for career enhancement.
Examination and Evaluation	The Institution ensures that students

and faculty are aware of the evaluation process by various means- A planning is done for conduct of 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 Board of Examination (BOE) decide on the methodology of paper setting and evaluation process for CIE. The BOE conducts the sessional examination and the departments concerned also conduct unit test, seminars, projects work, assignments, and internal assessment. The departments also monitor the attendance of students, remedial classes.

Research and Development

The college encourages faculty members to pursue individual research work. The faculty members are publish Reference books for the UG course. 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 UG programme of affiliating university by teachers of the college. Some teacher act as paper setter at Graduate level as well as PG courses

Library, ICT and Physical Infrastructure / Instrumentation

The library has different sections like reading section, reference section, lending section, and 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, projectors and smart board. Two different sections have 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 for various purposes. New recruitment is done as per Govt. rules and regulations. 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	The teachers of the college are invited as external Evaluators to inspect the schools in Gunostov (A State Govt. Sponsored Programme for quality assessment for Lower and Upper Primary Schools). District Administration invited the teacher of History department to participate in the Mission Green Programme.
Admission of Students	The Admission Committee is entrusted for screening of the admission form. Admission is primarily based on merit. In admission process, the government rules are followed. The sports quota admission seats are also available for sports person. 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 students.

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

E-governance area	Details
Planning and Development	E-governance is followed in specific areas.
Administration	Email IDs of the teachers are kept to circulate the information by the Office. The notice issued by the DHE, Assam is circulated through email, WhatsApp. The administrative notice of the college is circulated through 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	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
Nill	N.A.	N.A.	N.A.	Nill
No file uploaded.				

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)
Nill	NA	NA	Nill	Nill	Nill	Nill
No file uploaded.						

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 (RC)	4	21/07/2020	03/08/2020	14
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

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 Leave, Child Care Leave admissible as per Govt. rules	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 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 financial transactions. As the college is Provincialized College, its main source of income is the Government fund. The accounts of the college are duly audited by the auditor, appointed by the Govt. of Assam as per provision of State Government. Internal Audit is also conducted as and when required as per decision of the GB of the college. The college is yet to be accredited by NAAC, since 2016 college did not receive any funds and grant from Central Agency.

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
'Shikashk Karamachari Bata' sponsored by teachers and employees of the college. It is offered once in a year 'Best Readers Award' sponsored by Mr. Durbadal Hazarika, retired Librarian of the college. It is offered once in a year	2000	To meritorious students as incentive Incentives to readers (selected by the library committee)

[View File](#)

6.4.3 – Total corpus fund generated

4120

## 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	Null	No	Null
Administrative	No	Null	No	Null

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

The PTA helps the students at the time of observing festivals especially at the time of Saraswati Puja. The PTA helps the administration for enhancement of enrolment. The PTA suggests to provide the fishery of the college on lease.

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

The Grade-IV employee appointed in non-sanctioned post has been provided the fishery of the college on lease for a period of three years. The Grade- IV employee resided in the college campus has been offered free electricity. The Grade- IV employees of the college have been offered a rest room with accommodation.

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

The college has continued a regular programme of incentives generations for the relatively stronger students. The college has continued 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 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	No
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	Programme on CBCS rules, regulations and curriculum	05/08/2019	05/08/2019	05/08/2019	105
2019	Case Study on 'Occupational Distribution: A Case Study in Charing Area in the District of Sivasagar, Assam'	26/10/2019	26/10/2020	26/10/2019	15
2020	Webinar on 'User Awareness Programme on National Digital Library of India'	13/06/2020	13/06/2020	14/06/2020	48
2020	Webinar on 'Use of Online E-resources'	19/06/2020	19/06/2020	19/06/2020	100

[View File](#)

### 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
Awareness	24/10/2019	24/10/2019	35	15

programme on 'Women's Health Sanitation'			
--	--	--	--

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
<ul style="list-style-type: none"> <li>• Car pulling is encouraged in the college.</li> <li>• Wooden and cane products are promoted in the college.</li> <li>• Plantation of saplings by the students as a mandatory programme for free admission sponsored by Govt. of Assam.</li> </ul>

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	3
Braille Software/facilities	No	3
Rest Rooms	Yes	15
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	1

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
2019	1	1	24/10/2019	01	Awareness Programme	Women's Health Sanitation	50
2019	1	1	01/12/2019	15	Swachata Hi Sewa	Nearby college villages	118
2020	1	1	26/01/2020	01	Felicitation of Freedom Fighter	Honour to Freedom Fighter	80
<a href="#">View File</a>							

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	31/05/2017	At the time of buying Admission Form every

and Ethics

student is given this  
Introductory Book.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swachata Hi Sewa	01/12/2019	15/12/2019	118
Felicitation of Freedom Fighter	26/01/2020	26/01/2020	80

[View File](#)

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Bamboo made dustbins are installed in the college.
- Paperless communication is promoted.
- Solar lights are installed in the college campus.
- Vermi compost manure is used in plantation.
- Cottage industry is promoted.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

1. Title : Establishment of Cottage Industry in the adopted village Goal : To promote the use of bamboo in cottage industry as well as to create eco-friendly job opportunities. The Context: Bamboo has been used to establish cottage industry mainly in the bamboo growing area. Charing is heavily dominated by bamboo plantation. These bamboos are mainly used for making hand fans, big baskets, other products related to bamboo handicrafts. The furniture made by bamboo is eco-friendly and used to avoid the things made of plastics. In brief bamboo could be used as an alteration way of eco-friendly job opportunity for the students in particular and the people of the adopted village in general. It is expected that this project will be under the National Bamboo Mission in future. The Practice i. The College has made special provision for the students and the people of the adopted village to establish cottage industry by using bamboo. ii. The bamboo art has been given importance through training to the students and village people given by external experts.
2. Title : Development of Fishery in the College Campus Goal : To conserve rare species of fishes in the college fisheries as well as to create job opportunities. The Context: Most of the students of the college come from the agricultural background. Most of them owe their profession from agriculture and its related areas. A few of the alumni opts aquaculture as a means of livelihood. In this context, the college authority intends to develop fisheries in its big campus. The fisheries of the college provide a livelihood to the supporting staff of the college. It also helps the local fisher man for their little earning. Besides the economic benefits, it contributes a healthy environment in the campus. It helps to motivate the young generation towards aquaculture. The Practice The fishing sector is one of the emerging sectors of the economy. The college provides its own fisheries to the supporting staff on lease. It is an alternative way of livelihood for them.

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

[https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoin/SMDCOL\\_IOAC\\_7.2.1%20\(2019-20\).pdf](https://profilelogin.admissiononline.com/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_7.2.1%20(2019-20).pdf)

### 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 rural Sivasagar district

of Assam. The place Charing is a village 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 conscious citizen of Charing established this college long back in 1964. Till the early eighties it was the only college in nearby locality covering the encashment area twenty kilometres in rural Assam. A feature that has served to attract the students it has nice education environment situated in the lap of nature. • The paddy fields and different kinds of tree cover the nearby area college. The college imparts education to the BPL people. • The institution takes pride to give education to first generation learners and turned them into mature adults and responsible citizens of India. • The institution is dominated by the students belonging to OBC/MOBC/ BPL class. So the institution gives higher education to the people who would have not attained the sacred fruit of education if the college would have not come into existence. • The college is single stream college running Arts stream only. The students of nearby locality have to travel nearly twenty kilometres for science education. The college is serious meditating on this issue. • The boys of the institutions are stout villagers having sound physique. They are selected to serve military and Para military service. They are serving in different organization as Defence personnel. • The college teachers have to serve as foster parents because the parents depend on the opinion of the teachers for the future of their wards. • The college has a well maintained canteen which provides refreshments both to the students and staff at a minimum price. • The college has a women hostel which offers accommodation to the remote area girl students. It is looked after by a Warden supported by the Hostel Managing Committee. • The Department of Education runs the Montessori Day Care Centre which offers facilities for children of the fringe area.

Provide the weblink of the institution

[https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL\\_IOAC\\_7.3\(2019-20\).pdf](https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/SMDCOL_IOAC_7.3(2019-20).pdf)

### **8.Future Plans of Actions for Next Academic Year**

- To organise a lecture programme on wild life conservation. The state of Assam is blessed with the divine beauty of flora and fauna. The one horned rhino and many rare species of both plants and animals are abundantly found in the forest of Assam. The wild life has gained momentum in the present context. The college is seriously meditating to hold a lecture programme on wild life conservation.
- To make an Academic Audit by external experts. The Academic Audit is a evaluation process to judge the performance of both teachers and students. It is one of the indicators to assess the teaching- learning process.
- To establish a spacious flower garden in the college campus. The college campus is big but in needs attention to make it beautiful and attractive. The college is seriously moving towards the direction to develop a spacious flower garden to accentuate the aesthetic sense of students, teachers and visitors.
- To organise a special programme on Yoga Meditation. Yoga and meditation has become the part of education. Healthy body and healthy mind have become the motto of the day. So the college will organise yoga and meditation on regular basis to strengthen both body and mind of the college fraternity.
- To organise a lecture programme on Human Values. Without human values, the journey of the education is incomplete. To enhance the human values, the NEP, 2020 has taken several steps at primary education. The college will organise a lecture on human values through the teachings of Indian Philosophers like Sri Aurobindo, Swami Vivekananda and others.
- The college has vast assests in the form of land and other physical resources. The Estate Officer has been given the responsibility to assess the values of its resources.

