



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**S. M. D. COLLEGE**

**SMD COLLEGE P.O. CHARING DIST - SIVASAGAR ASSAM**

**785661**

**smdcollegecharing.edu.in**

**SSR SUBMITTED DATE: 12-11-2022**

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**November 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

The college is located in a rural place of Assam, at Charing, Sivasagar, Assam. The college was established by some eminent visionary of the locality, envisioned for imparting higher education long way back in 1964. The college was dedicated to the great martyr's Maniram Dewan. The College is known as "Swahid Maniram Dewan College, Charing". The college is 4.5 K.M away from historic Namdang stone bridge of N.H. 37 via Naga Ali. The college approaching road from Naga Ali is 1 K.m (approx.) and is maintained by the PWD, Govt of Assam. Since its inception, the college has shown its strong presence in the field of higher education benefiting the students as well offer its service to the community. It has natural flora and fauna to make the campus green and beautiful. The college is affiliated to Dibrugarh University. The college has celebrated **Golden Jubilee** in the year 2015-16, which is a matter of great pride for achieving such a landmark achievement in such a rural area.

The college initially belonged to Non-government colleges in Assam affiliated to the Dibrugarh University and in receipt of Deficit Grants in Aid from the Govt. of Assam but later on, the Govt. of Assam decided to provincialise all the colleges of Assam which were under Deficit Grants in Aid and now it is an provincialised institution of higher education.

The college basically imparts quality education at undergraduate level under CBCS course. The college is a single stream one since its inception. The college has nine undergraduate departments at present imparting education in Arts faculty only. The subjects are Assamese, English, Economics, Education, History, Mathematics, Philosophy and Political Science and Sociology.

To accomplish the vision and mission of the college, the stakeholders are adhered to the institutional policies and proper practices. Keeping in view of the transformation and new approaches in educational sector, the college is also keen to take the initial steps and meet the demand of the present time. The college will definitely enshrine the values in near future as it will fulfil novel approaches in lines of NEP 2020.

### **Vision**

The vision of the college is to give quality education, sound learning, building of the character and the spread of knowledge. The college has its immense potentiality to grow as a Rural University as dreamt by the founder of the college. The vision and mission of S M D College are reviewed and redefined from time to time to meet the challenges in view of changing national and global trends in education in the context of NEP 2020. Goals are set to attain the objectives enshrined in National Policy for higher education. In the present context, the vision of the college is to provide maximum accessibility to the students to cope up with the necessity of present time through soft skills & life skills.

### **Mission**

To accomplish the vision and mission of the college, the stakeholders are strictly adhere to the institutional policies and guidelines. Keeping in view of the transformation and new approaches in educational sector, the

college is also keen to take the initial steps to meet the demand of the present time. The college will definitely cherish the values in near future as it will fulfil the novel approaches in the line of NEP 2020.

The college fosters academic and career success through the development of critical thinking, effective communication, creativity, and cultural awareness in a safe, accessible and affordable learning environment. In meeting the needs of our demographically diverse students' population we embrace equity, accountability through learning outcomes, strong ethical decision and student's achievement. The dictum of 'Vocal for local' has been embraced by the college with sincerity and honesty.

The mission of the College is not merely restricted to impart knowledge only in the traditional classroom learning, but is a means of reinforcing values of love, compassion, equality and justice. The College aspires to produce academically oriented, sensitive and responsible citizens who will contribute towards making the world a better place. We accompany and mentor our students so that they develop competence, compassion and conscience, and empowered with ignited minds and hearts, pursue the goal of transformation of our society.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

The College has enough land property(Approx. 64 Bighas) to develop this institution in near future. The college has efficient manpower, a well equipped library, and a green campus entirely pollution free. The college has three big ponds to promote pisciculture. A large playground is attached with the college campus that offers the students to practice outdoor games and to prepare for physical training & job recruitment like army, police, etc.

The Montessori Day Care Centre is a real strength of the college. At present the college offers some soft skill and vocational courses like Performing Arts, Motor Driving Centre ,Cottage Industry Centre ,Yoga Centre ,Handicraft Training Centre by following NEP 2020 and these centres are the strength of the college.

The college also runs an Open Education Centre under KKHSOU and offers under- Graduate & Post Graduate courses in Sociology ,Assamese ,Education, Economics and Political Science at present.

A very well equipped Gymnasium is a real estate of the college for the physical and sports activities of the students.

The institution has received financial aids from the UGC and Govt of Assam to develop its infrastructure facilities from time to time that helps the institution to run smoothly.

As some members of the apex Governing Body are eminent and experienced academicians, their suggestions and recommendation are the strength in policy making of the institutions.

The college is full of young and energetic and fresh faculty members .Their present and future contribution to the college will be a real boost for the bright future of the college.

### **Institutional Weakness**

- Faculty and student exchange programme are to be initiated.
- Collaborate research with National and International institution is meagre and yet to be carried out.
- Interdisciplinary programmes are insufficient.
- Delay in getting Government approval for filling up the vacancies of 4th Grade employee in Library secretarial staffs in less number.
- Every year alumni corpus is not as per expectation and needs.
- Limited LED transformation facility.
- Students' progression is limited due to rural background and most of them are first generation learners.
- Vertical mobility of the students to higher education is restricted due to marriage and motherhood.
- Minimal number of innovative programmes.
- Limited mobility of students to other institutions and industries because of their conservative outlook and hesitation to take up new ventures.
- Accessibility of High speed Internet connectivity is a frequent problem of the Institution ( locational disadvantages)
- Inhibition to take up new opportunities since the students come from BPL and hail from village. These students are mostly economically handicapped and financially unsound.
- The fund crunch delayed the library digitalization.
- Dropout of the students
- Innovative start up programme yet to be initiated
- Regular communication from district HQ to the college is not available.

### **Institutional Opportunity**

The College always has intended to introduce job oriented courses. The students are counselled whenever they need it. Career counselling is also regularly provided to the students. The college organises seminars, workshops to feed up the students about the current knowledge. The college is going to launch new courses of soft & life skills in the upcoming academic session to create more job opportunities for the students.

- To design and implement additional social outreach programme.
- To address local, social and need based issues of the student, the training programme for fishery, dairy, and agriculture sector will be given to develop the confidence for self employment.
- The college has the opportunity to create and emerge as an ideal rural higher educational institute of Assam by proper use of its vast land property, infrastructure and human resources available.
- The college can emerge as a *Rural University* as envisioned by the founders of this institution.
- The college can set an example by emphasizing on Agricultural based industrial sector that can generate employment and earn revenue for the college.
- The institution has the opportunity to promote more research based activities for the young faculty members.
- The college has the opportunity to focus and establish a centre for study in indigenous knowledge by gathering available rural resources.
- The college has the opportunity to establish a National Museum in the name of Swahid Maniram Dewan by seeking financial assistance from the Govt. of Assam .
- The college has the opportunity to set up an art gallery cum Museum in the name of famous Historian Benudhar Sarma and other dignitaries represent this locality in the prestigious Presidentship of Assam Sahitya Sabha in different times .

## **Institutional Challenge**

**The institution has long term and short term challenges as identified and mention below-**

### **Long term challenges-**

- The college is single arts stream, so it has its limitation in imparting knowledge in different domains.
- The college is rural based one so it has its limitation within a fixed casement area.
- The college is financially unsound to cope its various demands. It will take long time to overcome this problem.

### **Short term challenges :-**

- As the college is located in rural area, therefore suitable communication is a challenge both for students and faculty. It needs immediate attention for adequate transport network.
- The location of the college is unable to support high speed internet connection.
- The College is unable to obtain grant and funding for research work for last seven years. The research potentiality is not properly utilized.
- Most of the students are from the poor financial background (from BPL Families) that hampers the educational journey and achievement of the students.
- Competition from other higher education institution from nearby locality.
- Maintaining of good placement record of the students .

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college offers academic programmes in offline mode in ungergraduate level and distance mode in some subjects in post-graduate level. At present the college offers arts faculty courses and takes its preliminary initiatives to transform it into a interdisciplinay and mutidisciplinay one by following the tune of NEP 2020. The college imparts quality education by following the cirriculum designed by its affiliated University and as per the educational policiies of state and central government .

At present the college follows the structure of CBCS prepared by affiliating University to offer B.A. degree courses for the students. The college offers major (now Honours) and core (now generic elective) in the subjectsof Assamese, English, Education, History, Philosophy, Education, Political Science, Mathematics and Sociology. The college also offers distance education post -graduate courses in Assamese, Education, Sociology ,Political Science and Economics affiliated to KKHOU. The college follows the rules and guidelines of the affiliating University in cirriculum aspects. The college is flexible enough to opt courses for the students of their own interest.

The college adherence to follow its academic calendar and class routine prepared by routine preparation committee for allotment of classes. The college take necessary steps in assessment process by organizing the sessional examinations, seminars and assignments regularly in stipulated time frame. Project work, internship, education tour and experimental learning are organized that suit with the courses. The college has introduced mentoring system and remedial classes are also taken for the academic improvement of the students.

. The newly introduced course in CBCS curriculum in UG programmes offers Soft skills, value based Education, Environmental Science and Gender studies. Besides it, keeping in the view of changing trends in higher education the college is approaching to introduce some new Soft skill and vocational courses for the benefit of the students.

### **Teaching-learning and Evaluation**

The faculty members are well-qualified and dedicated. The college authority is very keen on faculty development through departmental seminars, conferences and insist on their updation of advanced pedagogic methods. Many of the faculty members have received prestigious awards, appreciation letters and published books through national publishers. The college promotes the research atmosphere among the faculty members.

The college strictly follows the government reservation policy for the admission of students. The Admission Committee comprised of the HOD and few members to look into the matter pertaining to admission. As most of the students are first generation learners hailing from the rural background with BPL economic condition, the books and notes are supplied to them by the faculty and library. ICT enabled teaching methodology are also practiced by the teachers from new generation.

The dynamic interaction between teachers and learners creates a healthy atmosphere academic performance to enhance the percentage of result of average students. Blended and flipped learning pedagogies are adopted. Active learning, cooperative learning and project based learning have been initiated. Teaching aids such as LCD projectors and smart boards are effectively used at least one teacher from every department. The college has access to INFLIBNET and other learning resources for the benefit of teachers and students. Education tour and internship in the Education department help the students to gain hands on experience. Yoga teachings are given time to time for mental and physical fitness.

Evaluation is an integral part of teaching learning process and is strictly confidential. The examination board operates to look into the matter pertaining to examination.

The Examination Office is separately established. The evaluation system adopted by the institution has two components, continuous Internal Assessment (CIA) and the sessional Examination (SE). The continuous evaluation is done through cycle tests, semester, assignment and attendance mark. The sessional Examination is conducted by the competent examination Board, within the framed rules and regulation passed by Academic Council. The university conducts the final examination of every semester. The result of the student is declared in keeping overall performance of the students at every level.

## Research, Innovations and Extension

The college encourage the research spirit among the faculty members and among the students. As a part of this many faculty members have published their research papers in peer reviewed ,referred, UGC-CARE listed and Scopus index journals in reputed regional,National and International journals. The faculty members also participate in research methodology workshops and seminars . At present four faculty members of the college is pursuing Ph.D programme . The college always encourage to create a research environment for the benefit of its stakeholders as well the society. The faculty members also teach the students to write good research papers and to follow proper research methodology .

The institution is actively involved in extension activities to offer its best services for the society. The college has active NSS wing through which it renders social and community services. The departments also offer extension activities and organize social awareness programme during natural disaster like floods and unprecedented situation like Covid-19. The college has adopted a nearby village for upliftment of social status of the villagers. The economic survey and sociological survey have been conducted by the department of Economics and sociology. During the last five years NSS have executed 17 numbers of extension programmes.

## Infrastructure and Learning Resources

The college is spread over an area of 19.9 acres of land with the build up area of 4915.16 sq metre. The college has constantly upgrading its infrastructure with financial assistance received from the state government, UGC and from the well wishers of the college. The college has numbers of traditional classrooms, two conference hall, , one laboratory (Education Dept.), a examination room, departmental rooms for faculty members, well equipped adminstrative building, A girls hostel, canteen , separate girls and boys common rooms. a seminar hall, an incomplete auditorium, Montesorri school (Day care Centre), first aid room, gymnasium, two parking stands for two wheelers and four wheelers, a play ground, three big ponds, pure drinking water facilities, solar panel light system, CCTV cameras, xerox machine , Scanner and deskstop computers.

The college has a well structured library having good numbers of books ,journals and seperate reading room for the faculty and the students.. The Library has its own website through which students can easily access it. The college has two smart class rooms and one computer lab. The college has 05 LCD screens and 06 projectors . The computer lab has 14 functional computers at present. The college has Estate committee to look into the assets of the college. The college has decided to do green audit to count the number of existing trees in the college.

## Student Support and Progression

The college acts as student centric approach for the holistic development of the students. It provides a number of opportunities to participate in co-curricular and extension activities. The institution supports the students both financially and academically. Government and non-Government scholarships are available to the meritorious and economically poor section of students. Remedial programmes are offered to the students with poor academic performance. Students are encouraged to participate in cultural and sports activities through college week. Students are provided with learning resources in various ways. Students' entrepreneurial skills are honed through Entrepreneurship Development Cell. Anti-ragging Committee also remains in operation to

end the menace in the institution. Grievance Redressal Cell ensures equity, safety and support to students. Effective mentoring system provides counselling to student. The cultural potentiality of the students are identified by the cultural committee and quiz club by conducting competitions regularly. Awareness on social responsibilities is created and National consciousness is promoted by camps organised by NSS. The regular lectures on Ethics and Human Values encourage the students to inculcate meditation and maintain peace in their mind. The Guidance and counselling cell helps the students to select their future goals in life. Students are encouraged and support are given to them to participate in inter college and national level sports events.

### **Governance, Leadership and Management**

The college is a well governed institution functioning under the valuable and experienced guidance of the President of its Governing Body. Principal is the head of the institution who sets internal policies and programs of the college in due consultation with the head of various department and senior faculty members and convenors of different committees of the college. The college has a good organisation structure with a well-defined organisational hierarchy supports for effective decision making, policy evolving and strategy development. The functioning of the institution is in compliance with the direction and norms of the State Government. The DHE, Govt. of Assam directs the college in making policy decision. The budget allocation to the college is given by the state government. The institution has effective welfare measures for its teaching & non-teaching staff and students.

The management motivates the faculty members to attend seminars, conferences and workshops. The college encourage the faculty members to be a part of different professional bodies to update their knowledge. The management also encourages organising and attending faculty development programme to hone the professional skills of the faculty members. The quality and work efficiency of the staff is assessed by the independent body. The institution has a mechanism for both internal and external financial audits. The internal financial audit is conducted by the internal audit firm and the external audit by the government bodies as per government norms and rules. The fund mobilisation policy of the institution is based on its ideology of rendering educational service to students of this college. The academic audit is also done by the external auditors.

The Internal Quality Assurance Cell of the institution takes care of the regular planning and execution of all the quality initiative and quality assurance initiative measures. The internal academic audit is conducted every year and external academic audit once in two years. Sincere efforts are made to institutionalise suitable quality initiatives and make purposeful reviews for quality academic and administrative reforms.

### **Institutional Values and Best Practices**

The college has introduced the following innovative approaches during the last five years where institutional values and best practices are reflected.

- Use of ICT in the teaching learning process has been employed by the teachers

- Adequate emphasis has been laid on entrepreneurship programme
- Gender sensitization programme are observed to make conscious to the stake holders
- Monthly inspection meetings with HoDs of different department by IQAC of the college.
- Initiative for energy management through installation of solar lights, electrified water filtering system, implementation of green practices using bicycles, reduced use of plastic, maintaining greenery in the campus amply prove the environmental concern of the institution.

The institution takes sincere efforts to address the locational advantages and disadvantages and contributes to the local community substantially by many initiatives that have received appreciations and recognitions. The educational support services, village welfare activities etc are evidence to prove the social concern of the institution.

The importance is given by the institution to promote human values and professional ethics is evident by

- the code conduct and core values of the institution developed and displayed
- activities organised to increase national consciousness,
- functioning in compliance with the norms and regulations of the statutory bodies,
- activities conducted for promotion of universal values
- activities organized every year related to national festivals, and birth/death anniversaries of great Indian personalities
- transparency maintained by the institution in academic, administrative, financial and other auxiliary matters.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	S. M. D. COLLEGE
Address	SMD College P.O. Charing Dist - Sivasagar Assam
City	Sivasagar
State	Assam
Pin	785661
Website	<a href="http://smdcollegecharing.edu.in">smdcollegecharing.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Mamoni Borah	03772-9954962274	9954962274	-	smdcollege1964@gmail.com
IQAC / CIQA coordinator	Hemanga Ranjan Chutia	-	9954302798	-	smdcollegenaac21@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Dibrugarh University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	03-05-2008	<a href="#">View Document</a>
12B of UGC	25-03-2014	<a href="#">View Document</a>

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	SMD College P.O. Charing Dist - Sivasagar Assam	Rural	19.9	4915.16

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Assamese	36	HS	Assamese	30	2
UG	BA,Economics	36	HS	Assamese	20	3
UG	BA,Education	36	HS	Assamese	20	2
UG	BA,English	36	HS	Assamese	30	0
UG	BA,History	36	HS	Assamese	20	1
UG	BA,Philosophy	36	HS	Assamese	20	3
UG	BA,Political Science	36	HS	Assamese	20	10
UG	BA,General	36	HS	Assamese	120	21

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				7				21			
Recruited	0	0	0	0	5	2	0	7	10	9	0	19
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				8
Recruited	3	2	0	5
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	2	0	2	1	0	6
M.Phil.	0	0	0	2	1	0	7	4	0	14
PG	0	0	0	5	2	0	10	9	0	26
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	33	0	0	0	33
	Female	44	0	0	0	44
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	5	1	2	1
	Female	1	0	4	5
	Others	0	0	0	0
ST	Male	0	0	2	0
	Female	2	1	0	0
	Others	0	0	0	0
OBC	Male	40	47	50	74
	Female	68	73	76	96
	Others	0	0	0	0
General	Male	5	7	9	10
	Female	10	9	9	19
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>131</b>	<b>138</b>	<b>152</b>	<b>205</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The inceptional vision of the college is to transform it into a ideal rural University by utilizing its vast land natural resources. The college has already taken its momentum to transform this institution into a multidisciplinary one by exercising some best practices like Agro farm management, Pisciculture, Indigenous Cuisine and traditional folk culture etc. The college has made an attempt to collaborate with other higher educational institution to impart new knowledge to the students on the recent developments in different fields. The college has made a holistic approach to find out new route to utilize its natural and human resources keeping in the line of implementation of NEP 2020 as 15 years</p>
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	<p>action plan has been chalked out by the college to introduced some novel skill based enhancement and vocational courses suitable to fulfill the demand of incoming future of young generation. Thus the institution is already on the track to transform it into a multidisciplinary learning centre. As of now the college is a single arts stream one but keeping in view of the implementation of NEP 2020 the college plans to streamlines itself by introducing some new skill based and vocational courses to make an integration of humanities and science through Argo farm Management , Pisciculture, commercial herbal crops, Vermi-composed plant etc. The college plans to develop flexible and innovative curriculum by professional earning through set up of organic vegetable garden and a horticulture course in its old hostel campus. These steps will increase the scope of community engagement with the college. With these initiatives the college prepare to transform into a multidisciplinary learning centre by following the roadmap of NEP 2020 with a flexible curriculum having certificate and diploma course awarding minimum 2 credits and maximum 4 credits in multiple entry and exit at the end of 1st,2nd and 3rd year of undergraduate education. The institution is planning to minimize the increasing trend of unemployment in the locality by introducing skill based and vocational courses. The institution plan to offer more job oriented courses in the college in near future to address the pressing issues of unemployment and challenges of the locality. The student should not depend on others job and become successful to begin their own start up programme. The college has already started a centre of performing arts and motor driving centre. The college has exercised one best practices in view of NEP 2020 as the bamboo crafting centre of the college provide to expertise the students of making bamboo related to decorative as well as household items of daily use.</p>
2. Academic bank of credits (ABC):	<p>The college has recently registered on abc.gov.in via National Academic Depository to create a DigiLocker ID and the id is 902-259-327-158 in the name of Dr. Mamoni Borah (Principal -in -Charge of the college) in the capacity of the authority of the institution. The college has informed and encourage the students to open their account in abc.gov.in and share their ABC Id to the college so that the college</p>

	<p>can directly transfer the academic credit and e-certificates to the students DigiLocker NAD account directly in near future in line of implementation of NEP 2020.</p>
<p>3. Skill development:</p>	<p>At present there is no NSOF aligned courses offered by the institution. By following the line of NEP 2020 the college has targeted to use green energy in next 3-5 years ,so a solar-led lighting product(design and manufacturing) electronic course may be introduce aligned to NSOF in due course of time. As of now the institution has motor driving, handloom and Bamboo crafting centre for vocational education. The college has focused on value-based education as Yoga Centre of the college performing as a centre for inculcation of humanistic values. Sound mind and sound body is the motto of the institution. The college believes in the integration of physical, mental and spiritual assimilation of stakeholders. The Yoga centre is open for the villagers also. The college is planning to design a credit structure for all the students to take at least one vocational course before graduation in the line of NEP 2020 carrying minimum 4 credits equally divided for theory and practical. The college makes its best effort to invite and engage experts from the outside to impart knowledge to enhance the vocational skill of the students time to time. At present the college offers vocational education in on campus mode to the learners. The college is yet to plan to offer these courses in blended and ODL modes. The college has a centre of bamboo crafting centre and performing arts centre that helps the students to enhance their skill in the respective fields.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The education atmosphere of S.M.D. College is dominated by vernacular language and regional colour. The traditional Namghar and Satras dominate the life of Village people. The university is well aware of this background. At Graduate level Students are given to choice to write their answer scripts in regional language and in English. The openness in the curriculum gives opportunity to the students to give their opinion with restraint. The Indian knowledge system has been represented in curriculum. The teachers are equally comfortable both in regional language and English to deliver classroom lectures. The students did not feel shy to express their opinion in front of the teachers. Except</p>

	<p>the literature (Assamese &amp; English) the teachers deliver their lectures bilingually to make the students to comprehend the difficult things of the respective subjects. The barrier of English language did not hamper the knowledge of the students. The classical literature of Sanskrit has been introduced in CBCS course particularly in English as translated literature. Some translated Sanskrit texts into English has been analyzed by faculty members. The ancient literature Sanskrit has been introduced in translated form in CBCS course. . Though Indian art has not been directly taught in the college but several faculty members are actively involved in Ras festival (the incident and occurrence related to Lord Krishna). The college beautifully cherishes the traditional folk culture and dance in the expression of Bihu dance. Most of the students both boys and girls are adept in this cultural heritage. Most of the best practices written in the submitted AQAR have reflected the spirit of the college. The NEP 2020 gives freedom for every branch of learning and it is imperative for institution like S.M.D. College to give space to above mentioned culture , religious activity and integration of Indian knowledge system with traditional outlook</p>
5. Focus on Outcome based education (OBE):	<p>The institution provides ample freedom of the students to select the course offered by the institution. The institution is planning to introduce new vocational and skill based courses in near future to give opportunity to the students to find out their goal and practical necessity to earn their livelihood. As the institution has prepared a road map for next 15 years by following NEP 2020 that will definitely helps to transform the existing curriculum towards outcome based education and ensures employability. As depicted earlier, institution has begun some vocational courses which has based on the concept of OBE. Though these courses are in nascent stage and its final result is yet to be analysed. The institution believes to offer job opportunity to rural youth. In the backdrop of these concept the college has initiated bamboo crafting centre which will produce the expert artisan in this field.</p>
6. Distance education/online education:	<p>The college will initiate vocational courses in ODL mode in near future but it needs ample infrastructure support and human resources to mobilize it. Some new generation teachers of the college are well acquainted with online mode of teaching. If situation</p>

warrants, blended mode of learning will be practice like the unprecedented pandemic Covid-19 situation. Moreover if any teacher remains for a long leave the online mode of teaching will be practiced by the concerned teachers.

NAAC

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
131	138	152	205	225
File Description		Document		
Upload supporting document		<a href="#">View Document</a>		
Institutional data in the prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 29

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
26	27	28	28	26

### 3 Institution

#### 3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
12.70	24.11	49.74	40.27	23.64

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

##### Response:

Since its establishment, Swahid Maniram Dewan College has been trying to impart quality education through conventional and non conventional modes of classroom instruction such as lectures and interactions, tutorials, seminars, fieldwork, use of modern audio visual aids and laboratory experiments especially in the department of Education. Periodical class tests are conducted by all departments so as to assess the students' progress in their studies. Departmental seminars are held once in a semester to make the students aware of their course of studies. Further, the college takes necessary steps to enhance the students' knowledge and skill particularly for the educationally disadvantaged learners in the form of remedial guidance. In case of exceptionally brilliant students, the institute undertakes different measures such as providing rare books and journals from the college library. For major students, the concerned department provides the most readable necessary selected masterpieces which are also offered by the teachers personally. The teachers offer too much inspiration through career counselling and guidance. The provision of computer education is also imparted to the desired ones. The academic session begins with the distribution of the syllabus and in this case, special attention is focused on the teachers' area of specialisation. The Academic Council of the college evaluates the progress of the teaching and learning method monthly in order to ascertain the highest applicability to their resources to the learners. The Council looks upon the different aspects of the entire academic scenario, frames guidelines, prescribes suitable measures to be embodied towards streamlining the academic atmosphere of the college. The council also prepares the academic calendar of the college with a few modifications in the calendar provided by the affiliating university. When a teacher is on leave for a long duration or when there is shortage of teaching faculty, the authority manages the inconvenience by appointing teachers on ad-hoc basis after obtaining the permission of the college Governing Body (G.B.) for smooth functioning of the academic atmosphere.

Though , the college is in a rural place and is frequently disturbed by natural calamities like floods, tempest and frequent Bandh of various organisations, yet the staff manages to overcome these barriers and is always conscious about their strict schedule for teaching and learning . During sessions 2018-2019, 2019-2020, 2020-2021, 2021-2022 there were not less than 180 teaching days out of 225 working days.

The Continuous Internal Evaluation (CIE) of the students is done strictly on the basis of the norms and rules laid down by the affiliating university. The university prescribes to its examiners the code and conduct of its examination ordinance and the examiners personally evaluate the students' answer-scripts. At the beginning of the session, the students are communicated about these methods of evaluation of the examinations along with the university regulations, question pattern, distribution of marks, total number of question papers which have the clarification in syllabus prescribed by the university. The authority pays too much attention to ascertain the objectivity and fairness in the assessment of the answer scripts.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<b>1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years</b>	
<b>Response:</b> 00	
<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>

<b>1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years</b>				
<b>Response:</b> 0				
<b>1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years</b>				
2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0
<b>File Description</b>	<b>Document</b>			
Institutional data in the prescribed format	<a href="#">View Document</a>			

## 1.3 Curriculum Enrichment

<b>1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum</b>
<b>Response:</b>
<ul style="list-style-type: none"> <li>• S.M.D. College stands for core values like compassion and commitment to build sound rural society. The college believes in the sound philosophy of self-help and help to others. There is a Students Union, elected by the bonafide students of the college to raise and address the issues of the students.</li> <li>• The Women Studies Cell, Green Club, Eco Club and a Cultural Society represented by S.M.D.</li> </ul>

College Teachers Unit. The cultural body of rural society has been represented by some of the teachers of the college. The students are engaged with social and cultural issues as and when need.

- Academically, Generic Electives, Skill Enhancement Courses and Ability Enhancement Compulsory Courses are offered within and across departments to help students critically examine issues related to gender, environment and ethics.
- Women Studies Cell assesses the health and hygiene of adolescent girls living in low socio-economic areas.
- S.M.D. College firmly believes in rigorous implementation of professional ethics of the students.
- The Department of Education runs Montessori School for the local kids.
- Regular effort has been made to preserve green atmosphere of the college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 4.58

#### 1.3.2.1 Number of students undertaking project work/field work / internships

Response: 06

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)**

**Response:** Yes

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 56.73

##### 2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
131	138	152	205	225

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
300	300	300	300	300

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years (Exclusive of supernumerary seats)

**Response:** 99.33

##### 2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
116	120	120	120	120

##### 2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
120	120	120	120	120

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

### 2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

**Response:** 5.04

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools

**Response:**

The education system in present context has undergone a huge transformation. The traditional teacher centric approach of imparting education turned at present into student centric. The teaching learning process of the institution has focused on student centric methods particularly experiential learning, participative learning, problem-solving methodologies etc.

**Experiential learning:** As the Experiential learning is a process of learning by doing, so the institution have given stress on field trip, community survey, educational tour, project etc. educational activities are conducted in few departments. In this way students are exposed to a rich panorama of education and learning opportunities.

**Participative learning:** Participative learning or participatory learning is the body of a lesson, where learners are involved as actively in the learning process as possible. Some participative learning practices that are applied in our teaching-learning process are- Group discussion, brainstorming, critical reflections, concept mapping, seminar presentation, peer teaching, etc. These methods give ample chance to develop their knowledge and personality. By this the appearance of shyness of the learners has undergone in some extents.

**Problem Solving Method:** Problem Solving is an instructional method or technique where by the teacher and pupils attempt in a conscious, planned and purposeful effort to arrive of some explanation or solution to some educationally significant difficulty for the purpose of finding a solution. The faculty of the college implemented this method for the purpose of extending knowledge of students, to help students to solve various puzzling questions; to help students to learn the act of reasoning and prepare students to face their

life-related various problems actively.

These three methods are applied based on holistic approach. It helps in developing life-long learning and transferrable competencies in young people. The faculty of the college use various innovative Information Communication Technologies (ICT) such as Prototyping, Cloud-based tools, and Power Point Presentation during their teaching-learning process. And evaluations of the students have done through Continuous Internal Evaluation.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

**Response:** 96.43

#### 2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
28	28	28	28	28

File Description	Document
Upload supporting document	<a href="#">View Document</a>

### 2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 32.59

#### 2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	09	09	08	08

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

#### Response:

- Mechanism of internal assessment is transparent and robust in terms of frequency and mode. The internal assessment is a regular feature of the college. The internal examination of the college is conducted by Board of Examination (BoE) under the supervision of a coordinator.
- Two sessional examinations are conducted by BoE.
- The HoDs are instructed from time to time by BoE concerning the structure of question paper and evaluation process.
- The question papers are kept in confidential manner.
- The BoE makes the necessary arrangement of examination room following the norms of examination rules are done by the committee.
- If the students fail to appear in the examination, the HoDs are instructed by the BoE to conduct the examination at a later date.
- The result of the Internal Examination is declared by BoE.
- The answer scripts are shown to the students, and if any anomalies detected, the marks of the students are corrected.
- Later it is informed to the BoE by respective department.
- Unit test are held at departmental level. It generally holds within a fortnight.
- Seminars, group discussion, assignments are regularly done as a part of CIE.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

#### Response:

The Three year Degree course is offered by SMD College, Charing. The students after successful completion of the programme are given the Bachelor Degree. As the college offers programme in arts stream only, so the Degree they are conferred is Bachelor of Arts (B.A). It is expected that after obtaining the B.A. Degree, students become eligible to pursue higher studies such as P.G. Courses. Besides, after passing the B.A. the students become eligible to face competitive examination and such others. The programme is offered in semester system. The odd and even semester comprise a year. The programme is offered in these subjects– Assamese, Economics, Education, English, History, Mathematics, Philosophy, Political Science and Sociology. In Mathematics and Sociology the programme is offered in core course only besides in the other subjects the programme is offered in both major and core courses. The Choice Based Credit System (CBCS) has been implemented from the session 2019-20. For this in semester I, II, III & IV the CBCS syllabus is being followed in both Honours and Generic Elective subjects. These ten papers in each department have been imparted in Semester I, II, III & IV. In the remaining semesters i.e. V & VI the traditional syllabus is followed.

The Continuous Internal Evaluation (CIE) method of the students is followed strictly on the basis of the norms and rules laid down by the affiliating university. The university prescribes to its examiners the code and conduct of its examination ordinance and the examiners personally evaluate the answer scripts of the students. At the beginning of the session, the students are communicated about these methods of evaluation of the examinations along with the university regulations and question to be asked in the examination is discussed. The discussion of syllabi is also done to the students by the faculty. The authority pays attention to ascertain the objectivity and fairness in the assessment of the answer script. As the internal evaluation is being done under the guidelines prescribed by Dibrugarh University, it is not possible to undertake massive reforms in the CIE system. Apart from that, the sessional examinations, the departments also adopt certain internal evaluation procedures like student's seminars, class tests, home assignments 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 BoE is constituted for this purpose for every academic year.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2 Pass percentage of Students during last five years

**Response:** 69.16

### 2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
23	20	32	39	34

### 2.6.2.2 Number of final year students who appeared for the university examination year-wise during

**the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
29	28	56	59	42

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:**

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

**File Description**

**Document**

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

**Response:**

The college did not face serious threat of solid waste management, liquid waste management, bio-medical waste management and e-waste management. But the college has evolved its mechanism to manage these things.

- Solid waste management -- dry leaves, dust, muddy soil and useless solid products are managed in planned way. Specific corner has been allotted for keeping waste product of the college. Baskets made of bamboo and wood are installed in every building of the college.
- Liquid waste materials – such kind of waste seldom arise. The waste water management system of the college is managed by a small canal which carries the excessive water from the college campus. The cleanliness is done every day.
- Biomedical waste management ----- it is not applicable in this college.
- E-waste management --- the college safeguards its electronic equipment and electric devices. The electronic technician visits the college and observes the proper functioning of these gadgets. One of the house keeping staffs is in charge of this matter. The college has been recently provided three phase electric supply. Unnecessary use of electric fans and bulb are strictly maintained.

**3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual**

***Property Rights (IPR) and entrepreneurship conducted during the last five years*****Response:** 0**3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

**File Description****Document**

Institutional data in the prescribed format

[View Document](#)**3.3 Research Publications and Awards****3.3.1 Number of research papers published per teacher in the Journals on UGC care list during the last five years****Response:** 0.52**3.3.1.1 Number of research papers in the Journals notified on UGC CARE year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
02	12	01	0	0

**File Description****Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 2.1**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
13	06	17	07	18

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

##### Response:

The extension activities are primarily performed by the NSS, Women Studies Cell, Career Counselling and guidance Cell and by the departments where there are provision of field work, project work. Through these activities students are rehearsed for social responsibilities in their day to day life. During this year the NSS organized a special camp where two flower gardens were developed in the college campus. The women Studies Cell undertook two awareness programmes during this period. The Career Counselling and Guidance cell made a counselling session at a rubber plantation project in a nearby locality and students were inspired to take up such type of project work.

- The College is surrounded by L. P. School, M. E. School and high schools. The college bears the social responsibility as higher education institution. The NSS and college fraternity have been doing the work tirelessly with very little financial aid. It is a kind of self service offered by the college fraternity.
- The NSS takes cleanliness drive from time to time not only in college but in its nearby locality.
- The plantation drive is taken by NSS and faculty members to fulfill the aim to “Go Green Mission”. During this year NSS organized a special camp where two flower gardens are developed in the college campus. .
- “Swachha Hi Sewa” and “Azad Ki Amrit” has been given importance. The college fraternity requests the students and village people to observe this mission of *Swachha Hi Sewa*.
- Eye Test Camp, Blood Sugar Test camp has been organized by the college to give service to villagers. Students and teachers.
- Women Cell of the college arranges talk show for the village women concerning their health.
- The college promotes the campaign against pollution of water, sound and air is frustrated.
- The use of plastic is banned inside the campus. The devastating use of plastic is highlighted from time to time by NSS.
- The college has begun its mission to make aware the people to use eco friendly things.
- Dustbins made up of bamboo are promoted to become eco friendly.
- The college is holistic in its approach for during its service to adopted village.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

#### Response:

- Prof. Rana Neog, for his Selfless and exemplary service received 'Best Teachers Award' by Moran Mohila Mahavidyala (2017-18)
- Prof. Rana Neog, Quality improvement through Gunostav (A Programme adopted by Govt. of Assam for quality improvement in Primary Education) awarded 'Best Master Trainer Award' (2019-20) from Asox Sarba Siskha Abhiyan
- Dr. Gitanjali Borah (Department of Economics) received National Level award for her involment in concerned field and awarded "Bharat Ratna Mother Terasa Gold Medal Award" offered by Global Economic Progress Research Association(GEPR)New Delhi.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 17

#### 3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
02	04	05	03	03

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.5 Collaboration

<p><b>3.5.1 Number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years:</b></p> <p><b>Response: 01</b></p>	
<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

**Response:**

The institution has adequate infrastructure and physical facilities for teaching learning viz., classroom, laboratories, computing equipment etc.

The college building has been divided in three separate wings.

- Administrative Wing
- Academic Wing
- Examination Wing
- The teaching learning process involves Academic activities and evaluation. The college has given the accommodation of classroom to every subject. The classroom is equipped with electric supply. The proper ventilation of air and natural light is always present there. The smart board is available for the students. However, white board is provided to each classroom. Cleaning of classroom is always done by the house keeping staff regularly.
- The college has given the space to every department separately to give ample time to faculty members to concentrate on study of their subjects and allied things. Washroom is available in each department.
- The teachers give personal counselling of their subjects to academically brilliant students in their respective department.
- The college has well established laboratory for the Education Department. The practical works are done by the students of their subject in this department under the supervision of the teacher.
- The computer lab of the college is supervised by the HoD of the department of Mathematics.
- The college has separate Boys and Girls Common Room for recreation.
- A well equipped gymnasium facility is also available.
- Yoga centre is also available in the college campus.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 42.48

##### 4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR

in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
00	11.08	31.3	14.54	7

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

**Response:**

#### A Brief Outline of the SMD College Library

A Library is the heart of an academic institution and the library of SMD College not an exception to that. It is the hub of academic activities of the college. The old building of SwahidManiram Dewan College Library was constructed and inaugurated in the year 1999 to serve as the hive of academic activities for students, teachers, and staffs in the pursuit of excellence in their respective area of studies. The library building is originally an Assam Type in design and the building was extended to RCC foundation reading room in the year 2010. During the year 2019, the new two storied extended Library building has been constructed and finally it was inaugurated on 25th October, 2019 and finally library has been shifted to new building. The new building has the facilities of Reading Room for Student/Teachers/Staffs, two stack rooms, circulation section, reprographic facility, etc. As per the accession register, at present the library has 21,792 numbers of book (including text books and reference books), print journals (more than 32 existing journals, no current journals), 17 numbers of CDs, 03 newspapers, question paper collection, 38 back volume of journals, E-resources subscribed through N-LIST. The library is under CCTV surveillance. The library is automated by using SOUL 2.0 software developed by UGC- INFLIBNET Centre. Recently, SOUL 3.0 (upgraded version of SOUL 2.0) software has been installed by the library. Barcode labelling of the library books have been almost completed (Labels are printed by using normal printer). Every year the library has conducted library orientation programme for freshers. Brief sessions (during one class hour) are provided to the students regarding usability of the library and its services, rules, and regulation and NLIST search techniques. The SMD College Library has regularly observed Librarians Day. To inculcate the reading habit among the students, our library has decided to give Library Best Reader Award to one student of the College. Mr. Durbadal Hazarika, Retd. Librarian of our College has sponsored the prize from the session 2011-2012. From the session 2016-2017, the award has been given to two students of the College.

The library has also organized SUMMER Camp, Winter Camp for the students. The SMD College Library Readers Club was established in the Library Committee Meeting held on 10th May 2019 and till now two

programs have been organized by the SMD College Library Readers Club:

1. Talk on “Relevance of New Education Policy in the Present Day Context” on 12/02/2021. Resource Person: Dr. Rabi Kumar Jha, Associate Professor & H.O.D, Department of English.
2. Talk on “SatraSatirManoshikaruNaitikUttaranatGranthaAdhyayanar Bhumika” on 30th March 2021. Resource Person: Dr. Mamoni Borah, Associate Professor & H.O.D., Department of Assamese (Presently Principal i/c).

The detail of SMD College Library is given in the Pdf uploaded in the Additional information of 4.2.1 criterion of SSR.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

##### Response:

The IT facilities in the college are in the charge of a teacher. He looks the matter of maintenance and replacement whenever necessary.

The college has bandwidth for internet connection of 5 Mbps.

The college has 26 Desktop computers and 7 printers .

The college uses Lenovo and Acer monitor and CPUs in the office, departments. All the computers are operated by microsoft windows operating Systems latested by windows 10 and the software is upgraded regularly. The college has two functional Smart board at present .The college has 5 projectors out of which 3 are functional- 1 in conference hall, 1 in Library conference hall and 1 in Computer lab. The college provides to access the desktop systems both for the faculty members and the students. Some desktop systems are reserved for use for the authorised persons in administrative purpose only. Some desktops has the antivirus systems and updated in regular basis. The college has two laptops (one is functional) operated for administrative purpose.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**4.3.2 Student – Computer ratio (Data for the latest completed academic year)****Response:** 13.1**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 10

File Description	Document
Upload supporting document	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)****Response:** 54.55**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
2.3	14.23	34.58	20.16	10.8

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

**Response:** 58.87

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
61	147	83	61	149

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** C. 2 of the above

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

**Response:** 0

##### 5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 5.2 Student Progression

#### 5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 12.44

##### 5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
02	02	12	07	05

##### 5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
29	28	56	69	43

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**

**Response: 0**

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

**5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years**

**Response: 10**

**5.3.1.1 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 wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	00	03	03	03

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 3.4

#### 5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
06	00	01	06	04

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

**Response:**

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 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.

The Executive meeting of the SMD College Alumni Association was held on 08/01/2021.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance**

**Response:**

The S.M.D. College came to the map of Higher Education long back in 1964, when the education seekers of the village charging decided to establish a degree college.

**Mission:**

- The college desires to initiate diploma course in Yoga.
- The college aspires to develop sports hub for girls' students.
- The college has produced the girls' weight lifter of high repute at university and state level.
- The half done indoor stadium needs to be completed. Priority is given to it.

Apart from the academic work, they also participate in administrative works. Various committees have been formed comprising teachers to supervise the college works. The college has charted out its action plan, which reflects its vision and mission, keeping the NEP, 2020.

- Horticulture course will be designed.
- Fishery will be promoted to develop professional skill will be popularised among the students. The college has land but no financial sustenance.
- The paddy field will be converted to long period cultivation of tea plantation and rubber plantation
- To promote skilled and educated labour in bamboo handicrafts and other allied handicrafts.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2 Strategy Development and Deployment

**6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc**

**Response:**

Administration is run under the direction of the Governing Body and Office of the Principal. Besides these

Academic Coordinator, IQAC, Head of the Department, NSS, Women Studies Cell, Career Counselling & Guidance Cell, Anti-ragging Cell, Sexual Harassment Cell, Grievance Redressal Cell are some of the parts of administration of the college. Appointments and promotions are made as per UGC and Govt. of Assam directives. In case of appointments, both the rules of UGC and Govt. of Assam are followed.

### **Administrative and Academic set up**

- Governing Body is responsible for the management of the college, which is appointed in accordance with the guidelines provided by the Department of Higher Education, Govt. of Assam.
- The Principal is Academic and Administrative head of the College. He promotes the improvement of teaching learning environment and administrative rules and procedures in the college. Academic Coordinator looks after the academic atmosphere of the college. The office of the Academic Coordinator is responsible to supervise the Class Routine.
- IQAC is responsible for quality education in the college. It is the prime responsibility of IQAC to initiate plan and various activities necessary to increase quality education. The IQAC coordinator is taking responsibility to prepare AQAR Report to be submitted to NAAC based on quality parameters. He coordinates the timely and efficient execution of decision of IQAC Committees.
- The Head of the Department runs the department smoothly and manages the classes. He also maintains the general discipline of the students and staff of the department.
- The NSS Wing of the college organizes different activities like special camp, awareness camp and maintains the cultural, social and cordial ties with the localities and encourages the students for these activities.
- The Women Studies Cell of the College is responsible for the betterment of female students so that they can take the right decision in and for their lives, spreading awareness among the students about the social legal and constitutional rights of women in order to prevent exploitation based on gender. It also looks the matters of the female employees of the college
- Various committees are formed to look after different kinds of developmental works of the college.

### **Appointment & Promotions**

Appointment is made through a special procedure of recruitment for the selection of candidates for vacant post. In this regard Govt. of Assam rules and procedures along with UGC are followed.

Promotions of faculty members are done under Career Advancement Scheme (CAS). For this, the UGC Guidelines and rules along with the Government of Assam are followed.

The governing body of the college which is constituted under the directive of Directorate of Higher Education, Assam, Guwahati has 13 posts. They are:

1. Local MLA
2. President appointed by Directorate of Higher Education, Govt. of Assam
3. Secretary – Principal

4. VC's Nominee – 02 members
5. Teachers Representatives – 02 members
6. Donor member – 01.
7. Guardian Nominee – 03 (one lady)
8. Non-Teaching staff- 01
9. Librarian -01

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** B. Any 3 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

Welfare measures for Teaching Staff :-

- Option to join Insurance
- GPF, CPF, GIS, Gratuity and other post-retirement benefits.
- Casual leave, Medical leave, child care leave as admissible as per govt rules.
- Financial help to the non-sanctioned teachers
- Leave for the employee as per govt of Assam rules.

Welfare measures for Non-Teaching staff :-

- Financial contribution by college to the Non-teaching staff.
- Help with facilitation of bank loans Renovation of living quarters of support staff.
- GPF, CPF, GIS, Post retirement benefits available

- Leave for the employee as per govt of Assam Rules.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

### 6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 33.82

#### 6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
08	10	10	11	07

#### 6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	01

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

**6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**

### Response:

The college has an efficient account section which monitors financial transactions. As the college is Provincialised 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 Governing Body of the college. The college is yet to be accredited by NAAC. Since 2016, the college did not receive any funds and grant from Central Agency.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

### Response:

The IQAC has constantly striven to institutionalize quality assurance strategies. Strategies are formulated to improve the teaching learning process through increased used of ICT, expanding the scope of library. The IQAC has regularly convened meetings for qualitative improvement.

The practices institutionalized as a result of IQAC initiative are-

The Retired Teachers Forum was reconstituted under the initiatives of IQAC.

The IQAC core committee with the help of local artisans and weavers formed a weaving academy. The local unemployed women joined hands to make it a successful one.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.5.2 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)/ membership of international networks
3. Participation in NIRF
4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

**Response:** C. Any 2 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years**

**Response:**

5Every necessary step is taken to make the girls mentally, academically and spiritually strong.

The NSS wing of the college is dominated by girls' student volunteer. The sports activities for the girls are adequately promoted. The girls have won the prizes for the college at university level. The gymnasium is also used by the girls. Separate time has been scheduled for the girls' student. The Students Union of the college is handsomely represented by girls' students. The programme pertaining to the welfare and interest of the girls are organized from time to time. International Women's cell .Girls day and several health related issues for female are discussed. Counselling is provided to girls student whenever they approach to counsellors. The female employee of the college is given maternity leave and child leave, whenever they need it. The women cell of the college protects the interest of female employee against cultural and sexual harassment. Day care centre runs in the college for the kids.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**7.1.2 The Institution has facilities and initiatives for**

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

**Response:** A. 4 or All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

**7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**

1. Green audit / Environment audit
2. Energy audit

**3.Clean and green campus initiatives****4.Beyond the campus environmental promotion activities**

**Response:** C. Any 2 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

**7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**

**Response:**

- The Independence Day, Gandhi Jayanti and the Republic Day are celebrated by the College Fraternity to sensitize about the responsibilities of citizens as well as students.
- The IQAC Office serves as the guiding force.
- The institution has taken several initiatives to enhance the atmosphere of inclusive environment.
- The Freshmen Social programme is celebrated by the college students union to welcome the New Comers. It establishes harmony between the new comers and the old students of the college.
- The college week is celebrated by every bonafide students under the guidance of the faculty members. It enhances the team spirit among the students.
- The students elect their representatives through direct franchise for the students union and they actively participate in this democratic process.
- The faculty members show the diversity in their nature. The faculty members come from different regions. They represent different cultural and ethnic spirit. It symbolizes the effort of the institution towards harmony and unity among diversity.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**7.2 Best Practices**

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

**Response:**

**I. Title of the Practice: Preservation of Indigenous Cuisine and Culture**

**Objectives of the Practice:**

Indigenous cuisine and culture are preserved in its pure form in rural Assam. The college is nearly 20 kms away from Sivasagar Town, the district head quarter. Charing is a hub of indigenous cuisine and culture. The college authority tries to highlights these indigenous cuisine and culture as a part of its mission.

### **The Context:**

Among the three Bihus of Assam, Magh Bihu or Bhogali Bihu is the festival of delicious food items produced and tastes by the different ethnics tribes of the state. At the present scenario, these delicious food items capture the local and overseas markets.

### **The Practice:**

People celebrate the festivals during Assamese Magh and Bohag months. Bohag is the first month of Assamese calendar. Laddu, Mithoi, Til Pitha, Bhap pitha etc. are special cuisine of Assam. The chatney prepared by bamboo stick has a special flavor. There is rice called Bora rice, which is cultivated in Assam. Besides rice bear (soft healthy drink) is also produced from the products of agriculture.

### **Evidence of Success:**

Most of the students of the college come from this social and cultural background. They enjoyed this Bihu festival from the core of the heart. The college authority tries to make a hotspot of Bihu culture and cuisine in its adopted village.

## **II. Title of the Practice – Establishment of Yoga Centre**

### **Objective of the practice –**

In Higher Educational Institute the games and sports enjoy a privilege position. But Yoga has not got the momentum which it needs. The NSS wing of the college organizes International Day of Yoga on 21st June every year. So the college authority intense to establish Yoga centre permanently for enhancement of Yoga and Meditation atmosphere in the college.

### **The context –**

Yoga helps to uplifts the physical, mental and spiritual aspects of an individual. The word Yoga means union of the psychophysical and spiritual aspects of a human being. It energizes the vital aspects of a person towards liberation and perfection in human life.

### **The practice –**

The yoga in this institution has been taken at the simplest level. The limitation of teaching Yoga has been observed among the students and teachers because of their erratic life style and unhealthy routine. The yoga instructor is frequently not available and the institution due severe financial crisis but the college authority initiates to establish the Yoga centre with an instructor appointed contractually at a minimum remuneration. The instructor visits the centre once in a forth night.

**Evidence of Success –**

The yoga has been welcomed by the students. The SEC syllabus of NSS and youth development is taken by most of the students. Likewise from the next academic session the college authority sincerely meditates to implement SEC syllabus of Yoga and meditation in the CBCS course.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness****7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words****Response:**

The strength of the college lies in its rural background. At present, it has a sound infrastructure in terms of rural existence. The college follows the dynamic system to impart education which assist students to realise their potential and self-worth and enabling them to make a significant contribution in all spheres of national and global development. The college has 25 permanent faculty members, good numbers of books & journals in the Library of the college.

The UGC has launched the programme Unnat Bharat Abhiyan, which aims to connect institutions of higher education, with local communities to address the development challenges through appropriate measures. Keeping these in mind, the College Fraternity initiated to adopt Hatiguli Banua village, under Jokaichuk mouza of Sivasagar district of Assam. The present socioeconomic condition of this village is underdeveloped.

**Objectives:-**

- To deliver selfless service and collect necessary information regarding social, economical and educational status of the village.
- To create an awareness among the villagers about cleanliness, hygiene and environment protection.
- To aware the villagers about the flagship programmes of Govt. of India.

**Context:-**

A few of the students have the chance to taste the juice of higher education. They leave school education at an early stage. So it the prime duty of the college as a institute of higher education in the area to guide the villagers in educational, social and economical issues.

**Practice:-**

- The NSS wing of the college organizes awareness programme with the student volunteers in the village.
- The women studies Cell of the college adopts project work in the village.
- The faculty members help the villagers in the official works for improvement of public work.

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

NAAC

## 5. CONCLUSION

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### **Additional Information :**

S.M.D.College was assessed by NAAC in 2004 and awarded C++ Grade . The college has made significant development after this assessment as UGC and state government have provided sufficient grants for developing new class rooms , bulidings , for conducting Reseach Oriented Programmes and Carrier Oriented Programme and for procuring learning resources.The college gets a new look and pace with these initiatives. As of now, the college has developed Institutional Development Plan(IDP) and a Task Force has been constituted to assess the potentiality for opening new courses by following the line of NEP 2020. The college has kept in mind the concept of local needs and aspirations.

### **Concluding Remarks :**

The college since its inception has been serving dedicately to impart quality higher education in a rural environment. In its long 58 years of journey, it has produced thousands of undergraduate students now rendering their service in different level of the society and Nation. The faculty members of S.M.D. college are academically sound in writng text books, question paper setting for U.G. level, serving as members of the academic bodies of the affiliating university. The faculty members are also actively partcipate in different social and professional associations. The college has tried to maintain, utilize and mobilize its resources. The IQAC of the college contributes of maintaining quality in all aspects of the college.The primacy of the college is to make optimum support to the overall development of the students. The college adminstration maintains transparency, follows democratic process and always student friendly.

The seven criterion summary as reflected in the SSR has been followed with full dedication. There have been restraints from several factors, yet the institution has drawn its road map both academically and adminstraively for the upliftment of the students in particular and the society in general,