



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	S. B. DEORAH COLLEGE
Name of the head of the Institution	Dr. Dharmendra Nath
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03612523172
Mobile no.	9435024667
Registered Email	sbdeorahcollege@gmail.com
Alternate Email	iqac.sbdc@gmail.com
Address	G. S. Road, Ulubari Guwahati, Assam Pin: 781007
City/Town	Guwahati
State/UT	Assam
Pincode	781007

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Anjali Patowary
Phone no/Alternate Phone no.	03612523172
Mobile no.	9401700061
Registered Email	sbdeorahcollege@gmail.com
Alternate Email	iqac.sbdc@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://sbdeorahcollege.org.in/wp-content/uploads/2019/11/AQAR2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/Academic-Calendar-2018-19.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	66.75	2005	28-Feb-2005	27-Feb-2010
2	B	2.46	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC	15-May-2006
---	--------------------

7. Internal Quality Assurance System

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

IQAC		
Workshop on personal Grooming. Resource Person: Mrs M Mahanata	12-Jul-2018 3	20
A Career Advancement Programme titled Think Big Grow Big By: Diwas Phukan Career consultant and Journalist	25-Aug-2018 1	45
Foundation day lecture Topic: Dalit Sahitya Aru Biporjyosto Manabata Resouce Person: Arupa Patangia Kalita	10-Sep-2018 1	200
Workshop on Poretry Reading Resourse Person : Sanjib Kr. Nath Associate Professor Department of English Gauhati University	25-Sep-2018 1	50
Oration on Value Education By: Pranabjyoti Brahmacharja Resourse person: Vivekananda Kendra, Guwahati.	29-Sep-2018 1	45
Workshop on : Life Skill Resource Person: Bikash Kalita, Life Skill Trainer	01-Oct-2018 1	30
An Interaction with Dipak Sarma, Motivational speaker.	04-Oct-2018 1	40
Health Awareness Programme for Women	23-Feb-2019 1	60
A Drawing competition on Environmental Awareness At: Namgaon Primary School Organised By: IQAC, S. B. Deorah College	23-Feb-2019 1	30
Workshop on Skill Development Resource Person: Bishwapriya Shyam Trainer, Mahindra Pride Classroom	27-Feb-2019 30	57

L::asset('/', 'public')/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status)}}}

[View Uploaded File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S.B.Deorah College	Student's Excursion	State Govt	2019 365	100000
S.B.Deorah College	Library Books	State Govt	2019 365	200000
S.B.Deorah College	RUSA Infrastructure Grants to Colleges	Central Govt.	2019 180	4500000
S.B.Deorah College	Free Admission	State Govt.	2019 365	1186145
S.B.Deorah College	NSS	Gauhati University	2019 365	48500
View Uploaded File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	7
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View Uploaded File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1.The IQAC organise different programmes like Seminars, talks and workshops, Career advancement programmes and Skill Development Programme round the year, Programme on Value Education, Intellectual Property Rights, Life Skills during the period. (Details of IQAC contribution in no7.1) 2. Three Certificate Courses on WORKSHOP ON PERSONAL GROOMING, Certificate Course on BASIC BEAUTY CARE and VALUE ADDED COURSE ON HUMAN RESOURCE MANAGEMENT was organised during the year. 3. The IQAC works for creating Gender friendly environment in and outside the college. Celebrating Womens' Day, Organise Certificate Course for Girls', Organise different Programmes like Cooking Competition, Bridal Competition, Mehendi and Rangoli Competition to inculcate creativity and bring out the hidden talent of the girl students. IQAC organised Health Camp for Women in adopted village, Yoga Programme for girls in a nearby shelter home. 4. IQAC prepare AQAR and Prospectus every year, prepare Academic Calendar and monitor its implementation, Arrange Feedback and Prepare Chronicler, the Annual News Bulletin

of the College. 5. It took initiative in celebrating National and International Festivals like Independence Day, Republic Day, Rastriya Ekta Divas, Yoga Day and World Environment Day, Womens' Day etc.

[View Uploaded File](#)

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

Plan of Action	Achievements/Outcomes
Certificate Course	<p>i) Workshop on Personal Grooming was conducted by renowned beauty specialist Mrs Mala Mahanta from 12 July two thousand eighteen ii) Value Added Course on Human Resource Management was conducted by Mr Saurav Chakraborty, Assistant Professor, Arya Vidyapith College, Ms Rashmita Borgohain, Assistant Professor, and Mrs Trishamoni Talukdar, Assistant Professr, S B Deorah College from 19 June two thousand nineteen to 29 June 19, iii) Certificate Course on Basic Beauty Care was conducted by Mrs Mala Mahanta, renowned beauty specialist from 19 June 19 to 29 June 19.</p>
Seminar//Workshop conducted	<p>i) A Career Advancement Programme titled Think Big Grow Big, delivered by Mr Diwas Phukan, Career Consultant and Journalist held on 250818, ii) Foundation Day Lecture delivered by Mrs Arupa Patangia Kalita on Dalit Sahitya Aru Biparjyosta Manabata held on 090918, iii) Workshop on Poetry Reading conducted by Sanjib Kr. Nath, Associate Professor, Department of English, Gauhati University held on 250918, iv) Talk on Value Education, delivered by Sjt Pranabjyoti Brahmacharja, from Vivekananda Kendra, Guwahati held on 290918, v) Workshop on Life Skill was conducted by Mr Bikash Kalita a counsellor held on 011018, vi) An Interaction with Dipak Sarma, Motivational Speaker held on 041018, vii) Workshop on Skill Development conducted by Bishwapriya Shyam, Trainer, Mahindra Pride Classroom held from 270219 to 250319, viii) First edition of S B Deorah College Lecture Series (SBDC) was delivered by Dr Rahul Sarma, Department of Zoology, S B Deorah College on Traditional Knowledge Based Drug Development and Delivery held on 230319, ix) Second edition of</p>

SBDC Lecture Series was delivered by Dr Dharmendra Nath, Principal, S B Deorah College on Choice Based Credit System held on 030519, x) Workshop on CBCS in UG Classes, held on 010619 conducted by Prof N A Barua, Chairman, UG CBCS Regulation Drafting Committee, Gauhati University and Dr D. Nath, Member UG CBCS Regulation Drafting Committee, Gauhati University, xi) One month programme for preparation of Assam State Civil Service Examination was held from 010619 to 300619, xii) Third edition of SBDC Lecture was delivered by Dr N Kalita. Vice Principal, S B Deorah College on Anandaram Barua's The Ancient Geography of India A Rediscovery of Entire Bharatbarcha held on 120619, xiii) A talk on Vedic Knowledge, delivered by His Ggrace Harekrishna Avatar Das of ISKCON, Guwahati, Saint of the same Institution held on 280619, xiv) A talk on Intellectual Property Rights was delivered by Ms Anee Das, Advocate Nagaon District Court, held on 290619.

Community Services and adopted village

i) NSS Mega Special Camp and Orientation Programme organised by NSS Cell Gauhati University, held from 280918 to 300918 participated by 1 (one) teacher and 2 (two) students, ii) A Cultural Exchange Programme Ek Bharat Shresth Bharat held on 260119 organised by S B Deorah College, funded by Government of Assam. 3 (three) teachers coordinated the programme and was participated by 22 (twenty two) students, iii) A Tracking and Social wellness Programme was organised by the NSS Unit in association with Namgaon L P School, participated by 30 (thirty) students and coordinated by 4 (four) teachers held on 021218, iv) A Health Camp for Women organised by Women Cell and Extension Education Cell, S B Deorah College, in association with National Rural Health Mission (NRHM) held on 230219, participated by 5 (five) teachers and 10 (ten) students, v) A Drawing Competition on Environmental Awareness organised by IQAC, S B Deorah College held 230219 at Namgaon Primary School, vi) A Health Camp for the people of Ambari Railway Colony was organised by Extension Education Cell and Health Cell in association with NRHM, held on 130319 participated by 5 (five) teachers and 10

(ten) students, vii) A Blood Donation Camp organised by NSS Unit, Health Cell and Extension Education Cell, S B Deorah College in association with Gauhati Medical College, held on 050419 where 12 (twelve) students donated blood, vii) A Street Play on environmental issues was performed in Ulubari Higher Secondary School on 040619 in connection with World Environment Day, viii) On 210619 5th International Yoga Day was organised by Women Cell in Kalyani Niwas, a nearby shelter home, viii) For Gender Sensation a programme Crime against Women organised by Extension Education Cell participated by Officer of Assam Police and Advocate of Gauhati High Court, held in Beltola College on 300619. 5 (five) teachers and thirty eight students participated in the programme, ix) 12 (twelve) faculty members appointed as External Evaluator in Gunotsav, 2018 to assess and evaluate the Govt. Schools, x) A large number of faculty members are associated with various social organisations and NGOs like Shelter Home, Old Age Homes and conducts various outreach programmes.

Infrastructure

i) The Sky walk (foot over bridge) connecting the auditorium building with the science block which was constructed in the preceding year is now made available for use, ii) Construction of five stateoftheart science laboratories have been completed, iii) Two new class rooms for the science stream has been completed , iv) A teacher Common Room for science stream has also been completed, v) A digital class room with video conferencing facility has been installed to make teaching learning more interactive, vii) A digital display system has also been installed, viii) Broadband connection has been provided to the computer laboratory, office and library. The college is planning to install a leased line internet facility, ix) To upgrade the library, a wall mount KIOS OPAC terminal has been installed to retrieve information, maintain daily attendance of the library users etc., x) Five new computers are purchased to upgrade the physical infrastructure of the college. Apparatus and equipments for the science laboratories are also purchased to cater the needs of the science

	stream, xi) Solar power installation in the college campus for energy conservation is another notable initiative of the college, xii) One iron removal filter has been installed in the college campus for purification of drinking water
Plan of Construction	i) Three class rooms in the new academic building are being constructed, ii) One girls' common room with toilet block is being constructed in the ground floor of the new academic building, iii) A new library building will be constructed in the first and second floor of the new academic building, iv) A new floor above the science block will be constructed to accommodate new class rooms and laboratories
Lecture series delivered by Faculty Members	i) First edition of S B Deorah College Lecture Series (SBDC) was delivered by Dr Rahul Sarma, Department of Zoology, S B Deorah College on Traditional Knowledge Based Drug Development and Delivery held on 23-03-19, ii) Second Lecture was delivered by Dr Dharmendra Nath, Principal, S B Deorah College on Choice Based Credit System held on 03-05-19, iii) • Third Lecture was delivered by Dr N Kalita. Vice Principal, S B Deorah College on Anandaram Barua's The Ancient Geography of India; A Rediscovery of Entire Bharatbarcha held on 12-06-19.
View Uploaded File	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	22-Feb-2019
17. Does the Institution have Management Information System ?	Yes

<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>Yes, the College has a MIS portal: www.sbdeorahonline.in Since 2018-2019 the Student Database Management System procured by the college keeps details of the students. This portal is also used for all the administrative procedures such as admission, examination, fee collection, accounts maintenance etc. In the coming days a complete management information system will be incorporated in the college. The college library collection is managed and maintained using a sophisticated library management software SOUL 2.0. This software has different modules such as Cataloguing Module, Circulation Module, OPAC and WebOPAC Module, Acquisition module and Periodical Module. With the help these modules different housekeeping operation of the library are performed throughout the year. At present the college library has been using the Cataloguing module, Circulation module and OPAC module to manage, maintain and retrieve information so as to provide various services to the users. The college library also has a Digital library section where the publications of the institution are digitized and made available for use to the faculty and students of the college in Offline mode inside the institution. These Institutional publications of the college have been digitized using a digital library software DSpace to form an Institutional Repository (IR). We have a plan to give access of the Digital Library (IR) of the college online (24x7) over Internet in near future.</p>
---	---

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum is prescribed by the University which is followed by the affiliated colleges. However, members of the teaching staff of the college are involved in curriculum restructuring at the university level CURRICULUM IMPLEMENTATION: ROLE OF PRINCIPAL; The Principal of the College monitor the smooth conduct of teaching learning process. • He chairs the meeting of the teaching staff where the teachers express their views on relevant topics related to enhancement of learning experience. • Emphasise on the implementation of innovative teaching pedagogy in classrooms.. • Institutional

class timetables for all the classes are set up by the Principal. **ROLE OF IQAC**

- All activities relating to teaching learning like mentoring, ICT and remedial classes undertaken under the guidance of IQAC
- IQAC instructed the Departments for conducting Seminars, Group discussions, Course related Quiz, Surpriize Test round the year.
- The academic calendar is prepared annually by the IQAC and it monitors its implementation throughout the year.
- The feedback of Teachers, Parents and Alumni has organise by IQAC. Students feedback questionnaire are provided to the students to evaluate and asses the teachers individually.

ROLE OF DEPARTMENTS AND TEACHERS

- Head of the departments (HODs) distribute the syllabus among the teachers. Workload distribution is also submitted to the Principal.
- Regular discussions are held between Head and the staff members of the departments regarding progression of syllabus.
- Teachers are responsible for improvising their teaching techniques as per the need of the students. Interactive and participatory learning is followed.

INSTITUTIONAL AID The college provides the following resources for the effective delivery of curriculum:

- Well equipped and stocked library, with good collection of books and periodicals, and facility for accessing online e-journals and e-books.
- Computer labs for the students' classes and computers for departments are provided.
- Projectors, display screens and laptops are available for the teachers for seminar presentation.
- ICT enabled rooms are provided to conduct interactive sessions with the students.
- Grants are provided to teachers to attend workshops, seminars and conferences.

TEACHING METHODOLOGY: Different methods are implemented in teaching such as :

- Lecture method
- Inquiry based learning
- EXPERIMENTAL LEARNING AND PRACTICAL EXPOSURE
- Study tours and field trips are arranged for the students annually.
- Students undertake compulsory on-field surveys in Environmental Studies. Learning Enrichment programmes
- Guest lecturers are invited, seminars, workshops are held to enrich learning experience of students
- Different competitions such as quizzes, essays, extempore etc. are organised

ASSESSMENT AND EVALUATION

- Periodical tests, surprise tests, orals are conducted to assess the performance of the students.
- Feedback is taken from students after classes and doubt clearing sessions are also arranged.
- The results are evaluated and corrective measures are taken and accordingly remedial classes are also held.

DOCUMENTATION OF CURRICULUM:-

- Lesson plans are prepared and Log books are maintained by all the departments.
- Record of previous years' Question papers is also maintained in the college library.
- Internal exam records are maintained by the

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Workshop on Personal Grooming	Nil	12/07/2018	3	This certificate course will empower the students to seek employment in any of the work sectors as because a well groomed personality is regarded as an important aspect of	Developing self confidence, Oratory and language skills, Attitude and body language, Punctuality and Time Management

job seekers as well as it enhances their self confidence.

Certificate Course on Basic Beauty Care	Nil	19/06/2019	10	<ul style="list-style-type: none"> •Beauty parlours •Beauty clinics in hotels resorts •TV Film industry •Fitness Clinics •Cosmetic firms as sales consultant •Fashion advertising firms •Departmental stores •Self employment 	<ul style="list-style-type: none"> •Make up •Skin care •Hair care •Hand and Foot care
---	-----	------------	----	---	---

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	B.Sc (Major) and B.Sc (Pass) Course	01/08/2019
View Uploaded File		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	44	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Human Resource Management (HRM)	19/06/2019	21
View Uploaded File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
-------------------------	--------------------------	---

No Data Entered/Not Applicable !!!

No file uploaded.

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

(Feedback Analysed in Percentage) Students Feedback: There are two sections consisting of twenty questions. The feedback is analysed by Principal and measures taken in the questions where students feedback is not satisfactory. Students give positive responses to teachers (90 pc 100 pc) in the questions of Conception Clarity and knowledge, Communication Skill, Class preparation, Regularity and Punctuality, Facilitating classroom interaction, coverage of allotted course, Motivation, Support and Guidance a and ICT information and communication technology. Very few teachers received feedback from 70 pc to 80 pc. Students give positive responses to the questions Depth and extent of the Course and subject (78), Relevance of the course (76), Availability of books (68), Internet Photostat facility (47), Attitude and behaviour of office staff(57), Redressal of grievances(61) , Mechanism of admission, form fill up (51) TEACHERS' FEEDBACK There are three sections consist of 34 questions which received teachers 'feedback regarding : •Curriculum (80) •Teachinglearning (90) •Evaluation (95) •Infrastructure (60) •Administration (70) •Governance and leadership (90) •Canteen (22) •Sports and recreation facilities (20) The college authority is concerned about the reactions of teachers regarding the condition of Canteen and Sports facilities. So some measure taken in this regard •For the ongoing construction the canteen has been temporarily shifted but it try to provide hygienic food at subsidised rate. Moreover the Canteen Committee monitor the quality of food and cleanliness of the Canteen •Although the College authority cannot provide sufficient recreation facilities. The GYM has opened for both teachers and students, students are allowed to use the open space of the college for some indoor games. ALUMNI FEEDBACK To make a survey of institutional feedback from Alumni, 2 different sections of questionnaires consisting of 21 questions have been given. In most queries Alumni feedback are found to be positive which are given below •Admission procedure (92) •Fee structure(86) •Academic environment(93) •Faculty members (100) •Library (85) •Network of Alumni Association (90) • Overall rating of the college (92) • Quality of Sports material (79) •Lab facilities (83) • Canteen (81) • Hostel (69) •Training and Placement (81) PARENTS' FEEDBACK The questionnaire of Parents Feedback consisted of 11 questions. The questions which received a positive responses from the parents regarding: •Academic Environment. (92) •Teaching, Learning and Mentoring process. (86) •Admission procedure. (86) •Improvement and positive developments/changes in their wards. (82) •Help and cooperation of faculty members. (79) The questions which received unfavourable responses of the parents regarding: •Cooperation and Help from NonTeaching Staff. (61) •Hostel facilities. (43) •Library Facilities. (57) The College authority take some measures in this regard. •The hostel warden has been informed to improve the quality of food in the hostel and to supervise the maintenance of hygiene and cleanliness in the hostel. •The meeting of IQAC held on March 11, 2019 with

Nonteaching staff where they were informed to be cooperative with the students and the outsiders. • It is expected that the Library facilities will be good after its shifting to the new building.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	General and Major	300	530	321
BCom	General and Major	120	310	107
BSc	General and Major Course	120	159	111

[View Uploaded File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1171	0	42	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
42	8	10	2	1	75000
No file uploaded.					
No file uploaded.					

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

The mentoring system was introduced in the institution in the month of June 2019 in an experimental manner. Earlier teachers played the role of a mentor in an informal manner by discussing their academic and stress related issues both inside and outside the classroom. However, the mentoring system was found to be more systematic, regular and responsive. As the system was introduced after the completion of the semester examinations and at the beginning of the new session and before the summer vacation, the number of students was comparatively less. Moreover the mentoring system was introduced mainly with only the B.A/B.Sc/B.Com Third semester students as the sixth semester students had already given their final exam and the admission of the first semester students were yet to be held. Before the starting of the mentoring classes, an orientation programme was held wherein the mentors and mentees were told about the importance and significance of the system and the opportunity that was being provided to them. The mentors were also made aware of their new role and assignments. The mentees were then formally divided into groups and mentors were allotted. Only single sessions were held with the different groups as the admission process for the new students soon began. The mentoring sessions that were held were very fruitful as the mentees found it convenient to share their academic and stress related issues they were facing at college or at home. They were made to understand that

their mentor was their friend, philosopher and guide. As our institution has a large number of students belonging to economically challenged and socially backward communities, the mentoring system gave them an opportunity to share their concerns and thoughts. Moreover, students who were from the outside the state could also share their problems with their mentors as they felt more confident to confide to them. Towards the end of the month a meeting was arranged wherein the mentors discussed the various academic and stress related issues shared by the mentees. The meeting decided to take follow up action and steps were taken accordingly with the concerned departments and college authority. The meeting also decided to organise the mentoring classes in a more organised manner in the coming session since the newly admitted students would also be inducted in the system. It was also decided to hold a faculty development programme on management of adolescent's psychological problems to equip the mentors with skills by inviting a professional counsellor and also to hold counselling sessions with the mentees from time to time on need basis by the professional counsellor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1171	42	1:28

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	21	2	0	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	1st	05/01/2019	30/04/2019
BA	BA	2nd	20/05/2019	07/08/2019
BA	BA	3rd	20/12/2018	04/04/2019
BA	BA	4th	08/06/2019	29/08/2019
BA	BA	5th	05/01/2019	08/04/2019
BA	BA	6th	20/05/2019	11/07/2019
View Uploaded File				

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

Continuous Internal Evaluation (CIE) has always been a part of the teaching-learning process of our institution. . A students performance is monitored by the teachers throughout the semester by continuous assessment in the written and practical works. Some of the steps taken are •Sessional Examinations: Sessional examination comprises of 50 of the total marks earmarked for Internal

Evaluation, 20 percent of the marks allotted for Internal Evaluation is from class attendance, rest 30 percent of the marks allotted for I.E. is distributed and awarded on the basis of performance of the students on (i) Home assignment (ii) Seminar/Group Discussion (iii) Field work. The institution conducts Sessional Exam of 40, 30 and 20 instead of 10, 8 and 5 in order to cover more areas of the syllabus in the question paper and for better evaluation of the students which helps them to prepare more thoroughly for the final examination. Later the mark scored is converted to 50 of the total marks allotted for Sessional marks. •Class Attendance: Utmost importance is given to class attendance which is necessary for CIE. A student is debarred from giving Sessional Examination if he/she has less than 50 percent attendance. •Class Tests: Class tests are taken regularly and their performance is discussed and lessons are repeated if need arises. •Interactive Classes: Interactive Classes are held to assess the understanding level of the students •Home Assignments and Classroom Quiz: Home Assignments are given and classroom quiz are organised to evaluate their learning outcomes.

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

Academic Calendar is prepared by the IQAC for every session starting from the month of July to the month of June every year. The Calendar clearly displays the total working dates, holidays, dates of various college festivals like Foundation Day, Freshers' Social, College Week, Students' Union Election and, of course, Internal and External Examination dates. Utmost care is taken to adhere to the Academic Calendar so that no rescheduling of dates takes place. The Academic Calendar for the session 201819 was prepared by the IQAC and all events have taken place accordingly. Internal Examinations were held on the scheduled dates and evaluation completed within the stipulated period. It must be mentioned that the dates of the External Examinations are finalised by the affiliating University and the Academic Calendar only mentions the tentative dates. While the even semesters final examinations were held as per the tentative dates, the odd semester examinations had to be rescheduled by the University due to Panchayat Elections. As a result the winter vacation was also postponed.

2.6 – Student Performance and Learning Outcomes

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

https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/Prog_Outcome_BA_BSc_BCom.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Nill	322	160	49.70
Nill	BCom	Nill	89	33	37.10
View Uploaded File					

2.7 – Student Satisfaction Survey

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

<https://sbdeorahcollege.org.in/wp->

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on “Intellectual Property Rights”	IQAC	29/06/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Science	1	2.5
International	Assamese	1	5.5
International	Political Science	1	5.0
International	Political Science	1	5.5
International	Economics	2	6.1
View Uploaded File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
Zoology	1
Assamese	6
Library and Information Science	1
View Uploaded File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	6	3	0
Presented papers	2	8	0	0
Resource persons	0	2	2	2
View Uploaded File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tracking and Social Wellness Programme (02.12.18)	NSS Unit, S.B.Deorah College, in association with Namgaon L.P.School	4	30
Cultural Exchange 'Ek Bharat Shresth Bharat', (26.02.1901.02.19)	S.B.Deorah College funded by Government of Assam	3	22

Health camp for the people of Ambari Railway colony area (Slum area),(13.02.19)	Extension Cell and Health cell of the college in association with NRHM and Sri Sri Dakhineswar Kalimandir Committee	5	10
Health camp for women at adapted village of NSS,(23.02.19)	NSS Unit of the college and National Rural Health Mission	5	10
"Blood donation camp" (05/04/2019)	Extension Cell and NSS Unit and Health cell of the college in association with Gauhati Medical College	6	26
"Yoga Sports Competition"(02.05.19)	NSS Unit, S.B.Deorah College in association with "Yog Sports Association"	2	30
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender issues (30/06/2019)	Assam Police and Gauhati High Court	Awareness programme on crime against women	5	38
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Skill development programme	Skill development programme	Mahindra Pride Classroom	27/02/2019	25/03/2019	57
Students' Support	Financial Support to Meritorious Students	Ashray Concept Food	01/07/2018	30/06/2019	23
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
APDCL	28/12/2018	Solar Energy Development	1171
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
18000000	14124820

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Others	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11611	1647498	431	202815	12042	1850313
Reference Books	2247	1188059	224	152611	2471	1340670
e-Books	125000	5900	0	0	125000	5900
Journals	13	17455	2	10870	15	28325
e-Journals	6000	5900	0	0	6000	5900
Digital Database	0	0	0	0	0	0
CD & Video	122	0	20	0	142	0
Library Automation	12607	0	655	0	13262	0
Weeding (hard & soft)	0	0	105	7093	105	7093

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	46	1	3	5	24	3	13	1	0
Added	5	0	2	0	1	2	2	2	0
Total	51	1	5	5	25	5	15	3	0

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

3 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
150000	88742	5500000	5241042

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

Assessment for maintenance of various physical, academic and other support facilities of the college has been conducted at the beginning of the academic session by the Academic Council and necessary measures are taken for their maintenance and upgradation. In terms of maintenance of the computers, laboratory equipment, classroom furniture etc. contract have been given to different firms for repairing and upgrading the existing physical and academic facilities of the college. Firms are also being engaged on lumpsum payment as per need. Utilization of various physical facilities viz. classrooms, laboratory etc. are vary in different extents. Classrooms are of two categories such as Departmental classroom General classroom. Department classrooms are exclusively used for departmental classes while general classrooms are shared by many departments for holding common classes of different subjects such as General English, MIL etc. as per the class routine. These classrooms are also used for holding examinations of the University. Besides, the classrooms are also being utilized for holding outside examinations (usually on Sundays) of different organization for which college received a centre fee/rent and mobilized resources. Policies for using the college library are framed by the library committee and detailed outline of the rules and regulations governing the use of library resources have been displayed in the library reading room, notice board as well as in the prospectus and college website. Computers of different departments are used for classroom preparations project works as well as for accessing online resources by the faculty and students. Computers available in the library are exclusively used for retrieving information, digital library resources as well as web resources by the students and faculty members. College canteen is monitored by the canteen management committee which looks after the hygiene and quality of the food served. The contract of the canteen is given on lease to different firms through inviting applications in the notice board. There are five science laboratories viz. Physics, Chemistry, Botany, Zoology and computer science and 1 Education Lab in the college. The laboratories are functioning and maintained under the strict control of the respective faculties of the department. College publishes various publications. College newsletter - chronicler academic calendar prospectus are published by IQAC whereas college magazine is annually published by an editorial committee. The Girls Hostel Management Committee which appoints a hostel warden for smooth running and management of the Hostel. Sports and Gym facilities are managed under the supervision of a Management Committee appointed by the authority. Campus maintenance, renovations upgradations are carried out under the supervision of college authority. Cleanliness and beautification committee looks after the cleanliness beautification of the campus. Day to day cleanliness of classrooms, toilets etc. are done by engaging contractual

worker. Institutional website and online admission cum payment portal are maintained through AMC with the firm viz. innovation Technology and S.S.Technology. Day to day garbage are usually collected and deposited in the GMC garbage. Electrician is usually engaged on lumpsum payment for maintenance of the electrical gadgets and wares.

https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/Maintenance_Facilities.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Welfare	2	2000
Financial Support from Other Sources			
a) National	Student Scholarship	59	354000
b) International	NA	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skill development	27/02/2019	57	Mahindra Pride
Yoga and Meditation	21/06/2019	62	Govt. Sanskrit College
Personal counselling and mentoring	17/06/2019	100	S.B.Deorah College

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Fidelity National Finance	0	7	1	7

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

21

14

60

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	FIDELITY NATIONAL FINANCE	10	8
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	8	BA	Assamese	Handique Girls College 2, Pragjyotish College 2, Pandu College 1, PGDA1, GU IDOL1,	MA
2019	3	BA	Economics	GU IDOL-1, IGNOU-1,	MA, PD Diploma
2019	2	BA	Education	IDOL	MA
2019	6	BA	English	IDOL-2, Kokrajhar Govt.College-2, Royal Global-1, USTM-01	MA
2019	1	BA	History	IGNOU	MA
2019	5	BA	Political Science	Cotton College-1, Delhi University-1, JB Law College -1, Barthakur Educational Society - 2	MA, LL.B., UPSC Coaching
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

No file uploaded.

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

Activity	Level	Number of Participants
Youth Festival of Gauhati University(cultural)	Zonal	18

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Bronze medal in 26th junior National Fencing Championship organised by Fencing Association of India	National	1	0	ID 123	Sanjeet Das Panika

[View File](#)

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

College Elections are held every year for the Students Council in a democratic manner. The college strictly follows the criteria of the Lyngdoh Committee recommendations (which states that students should be between the ages 17 and 22 there should be no academic arrears candidates should have 75 attendance in classes only one opportunity would be provided to contest for the post of office: candidates should have no previous criminal record or be the subject to disciplinary action by the college authority). A Committee is formed with a few Faculty members for conducting the college election in a fair and peaceful manner .Students who wish to contest the election and which are scrutinised by Screening Committee. The approved candidates carryout their campaigning as per the criteria i.e. by circulating only handmade pamphlets and hanging up only the handmade posters. Polling takes place from 9 AM to 1pm.counting of votes takes place on the same day in the afternoon and the results are declared. There are 12 portfolios of the student Council. They are: 1. President 2. Vice President 3. General Secretary 4. Assistant General Secretary 5. Debating and Symposium Secretary. 6. Magazine and Literary Secretary 7. Outdoor Games Secretary 8. Indoor Games Secretary 9. Cultural Secretary 10. Social Service Secretary 11. Girls' Common Room Secretary 12. Boys" Common Room Secretary. The Student Council helps in generating the following positive qualities. 1. Leadership Qualities: The General Secretary is selected a member of IQAC and RUSA Committee,.Megazine Secretary is elected or selected student. 2. Patriotism and National Integration: Various socio cultural functions of the country like Independence Day, Republic Day, Gandhi Jayanti , Swahid Divas, Lachit Divas etc with the objective of patriotism and National integration observe by Students Council. 3.Sportsmanship Qualities: The Outdoor and Indoor Games Secretaries

organise various sports competition to imbibe the necessity of physical fitness and a sense of team spirit. 4.Organisational Skills: The College Freshers Social The College Week students take up the responsibility of organizing cultural events, holding competitions of music, dance, acting ,handicrafts, Cookery, Art etc. Celebration of Saraswati Puja, the Goddess of learning students unite irrespective of religion caste or community and endorse a sense of fellow feeling. 5.Oratory Skill:.. Various competitions like debate, extempore speech, recitations are held periodically to cultivate the oratory skills of the students. 6.Writing Skill: A College magazine provide an opportunity for the budding writers amongst the students. The magazine secretary with supervision faculty members works for the publication of the Magazine. Departmental wall magazine is also prepared by the students. 7.Environmental Awarness: The Social Service Secretary helps in spreading the message of cleanliness and environmental protection within the college campus as well as in the surrounding area . Trees planted and nurtured to beautify and to combat the ill effects of vehicular pollution. 8.Philanthropy: Student representatives help to generate fellow feeling and philanthropy amongst the students in time of natural calamities like floods etc. Blood donation camp and free health checkup in slum areas, adopted village also conducted.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

150

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

10500

5.4.4 – Meetings/activities organized by Alumni Association :

The college has an active Alumni Association, organise some programme during the year. Rabha Divas was celebrated on 20th June 2019 by the Alumni Association. There were 50 participants who played active roles in the cultural function through songs, dances and talks about the great cultural Icon of Assam Kalaguru Bishnu Prasad Rabha. A meeting of the Alumni Association was held on 15th June 19 to discuss their course of action and contribution towards the department. Career prospects were also discussed with the students. The Alumni Association organised a "Motivational Talk on life and Reasoning". Renowned journalist and life Coach Mr Dipak Sharma delivered the lecture which helped in inspiring and motivating the students. The Alumni Association organized another talk on" Career Options after passing degree examination" on 290619.Some of the alumni shared their views on the topic from their personal experiences. Umi Deka spoke on the procedure for perusing M.Phil. and Phd. Kandarpa Sonowal talk about the preparation for competitive Examination. Upakul Bordoloi spoke on preparation for Banking and Private Sector Services. The Association organised an Awareness Camp for crime against women on 30th June 2019.One alumna of the department who is a Criminal Lawyer spoke on the occasion. The Alumni also contributed financially to help the economically challenged students of the department.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

words)

1. The college has a total no of 21 committees and cells where the matters related to different aspects of the college are placed and discussed and proposals are sent to the authority for implementation. The committees and cells look after the academic aspects of the college as well as organises various cocurricular programmes like seminars, talks, workshops, field trip, street play etc. on various relevant topics. 2. The college constitutes different examination committees every year for smooth functioning of all internal and end semester examinations. The committees are formed with 3/4 faculty members headed by the Principal as the OfficerIn charge.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	i)The college being an affiliated college under Gauhati University has no scope of curriculum designing for the traditional course. It follows the curriculum /syllabus prescribed by the university. However few faculty members of the college took part in developing the curriculum for the Semester System as members of Under Graduate Committee of Courses and Syllabus. ii) Along with the curriculum prescribed by Gauhati University various scholastic and non scholastic cocurricular activities are held in the institution to provide real life exposure to the students.
Teaching and Learning	i) The faculties of each department meet at the beginning of each academic session for term wise allocation of syllabus, assignments and class tests as per academic calendar of Gauhati University. ii) The college faculties are involved in quality improvement programme through participation in FDP, Conferences, seminars and workshops etc. iii) The college provides infrastructural support to improve teaching learning process. The faculties and students are encouraged to adopt non conventional practices. iv) Remedial and mentoring classes are arranged for the slow learners as and when necessary.
Examination and Evaluation	i) The college follows the Gauhati University examination schedule. It also has an internal system of examination and evaluation. The answer scripts of the internal examination are shown to the students so as to

familiarise them with their flaws and encourage them to work hard. ii) Continuous evaluation is done by different departments of the college by means of class test, surprise test, quiz and home assignments. iii) The evaluation of the project reports is done by external examiners. The presentation of the project report before a panel is also mandatory.

Research and Development

i) The college encourages and supports the faculty members for research activities and consequently more than 50 percent of permanent faculty has completed Ph.D and few others are pursuing. Infrastructural facilities, duty leaves as per norms to attend different seminars conferences and workshops etc. are provided. ii) A research paper has been published in a research journal under Scopus and some other research papers have been published in other journals. iii) Facilities of internet, Elibrary, NLIST subscription for access to eresources is available to the staff and students to facilitate research activities.

Library, ICT and Physical Infrastructure / Instrumentation

i) Free internet, Elibrary, NLIST subscription is available. A wall mount KIOS OPAC terminal has been installed. ii) A digital class room with video conferencing facility has been installed.. The college is planning to install a leased line internet facility. A digital display system and Broadband connection is also available. iii) A multistoreyed building is under construction. iv) Five new computers along apparatus and equipments for the science laboratories are purchased for science Laboratories. v) A Solar power installation has also been done. vi) A Sky walk and one iron removal filter are now made available for use.

Human Resource Management

i) The college has various cells and committees to manage different academic, and cocurricular activities. ii) The college helps needy students by fee concession. Awards are provided to the students excelling in various activities. Skill development training programmes and motivational talks were also organised. iii) Faculty members serve as experts, resource persons and chair persons in various selection committees, seminars and workshops. iv) Students are encouraged to join college

	NSS Unit and other societies. v) The college has a mutual benefit society, Leave and subsidised canteen facilities. vi) Various positions in teaching faculty are filled up as per norms.
Industry Interaction / Collaboration	The college has a long term collaboration with Ashroy Concept Foods, a leading food processing industry of the state which sponsors Merit cum Means scholarships amounting Rs 1.0 Lakh per year.
Admission of Students	<p>i) The college offers BA / B Sc. /B Com. Courses. Admission is conducted as per norms under the supervision of different admission committees headed by the principal. ii) The students have a number of combinations to choose from the list of elective subjects. They are guided to choose the subjects keeping in mind their interest and aptitudes. iii) The process of admission is done on online mode through a portal (www.sbdeorahonline.in). Merit lists are displayed on the college notice board. iv) The BPL students are supported financially by the Government and some other poor students by the college.</p>

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

E-governance area	Details
Planning and Development	Construction related notifications and tendering are being made available through the institutional website namely sbdeorahcollege.org.in for implementation and evaluation of different projects like new construction, renovation, upgradation and purchasing different items. The college is also going to take part in the NIRF in 20192020.
Administration	Daily attendance of the teaching and non teaching staff is managed through a face recognition device. Since 2015 the College authority has been receiving leave applications of the teaching staff through email only. Moreover the IQAC has initiated an effort to communicate various inhouse matters in paperless mode through the WhatsApp numbers and email IDs.
Finance and Accounts	Monthly salary bills of the permanent staff are being sent online to the treasury officer. Admission and Examination fees are collected only through online portal and payment

	gateway Bill Desk.
Student Admission and Support	Since 2018 19, fully online form fill up and payment of admission fees started for fresh admissions but for second and third year students, it was partial. Moreover, the college provide support to the students who apply for various scholarships listed in the NSP portal. The college approves the applications through the NSP portal and students receive their scholarship amounts in their respective bank accounts.
Examination	Gauhati University has made mandatory submission of forms and fees for the semester examinations through online mode only. The college collects the examination centre fees from students through the college online portal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr.A. Patowary and Dr.S Nath	NAAC Awareness Programme	Organised by IQAC ,GU Sponsored by NAAC, Delhi	2000
2019	Dr.A. Patowary and Dr.S Nath	NAAC sponsored Workshop on: Revised Assessment and Accreditation(A A) Framework and Compilation of Self Study Report (SSR)	Organised by IQAC Sonapur College.	2000
2019	Rashmita Borgohain and Rituporna Barua	Behavioural remodelling and use of ICT tools for classroom delivery of teachers.	Organised by EICT Academy, IIT, Guwahati	3000
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development	Title of the administrative training	From date	To Date	Number of participants (Teaching	Number of participants (non-teaching
------	---------------------------------------	--------------------------------------	-----------	---------	----------------------------------	--------------------------------------

	programme organised for teaching staff	programme organised for non-teaching staff			staff)	staff)
2019	Work shop on UG Choice Based Credit System (CBCS)	Nil	01/06/2019	01/06/2019	41	0
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	03/09/2018	23/09/2018	21
Behavioural Remodelling and use of ICT Tools for Classroom Delivery of Teachers	2	24/05/2019	29/05/2019	6
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	12	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Duty leave to attend RC/OP/FDP etc. 2. Availability of food in the college canteen at subsidised rate. 3. Availability of Recovery Room to meet emergent illness. 4. Facility for Maternity leave, child care leaves and leaves encashment. 5. Financial assistance by teachers unit to attend seminars/conferences.	1. Availability of food in the college canteen at subsidised rate. 2. Health Checkup camps. 3. The non teaching staffs have two societies where members contribute a certain amount every month and can avail hassle free loans. 4. Salary advancement is provided to temporary nonteaching staff in case of emergency.	1. Cash awards to meritorious students. 2. Availability of food in the college canteen subsidised rate. 3. In house medical facility. 4. Book bank facility for economically backward students 5. Educational tour at concessional rate. 6. Arrangement for remedial and mentoring classes for the students. 7. Counselling service by professional counsellor. 8. Fee concession for meritorious and students

from economically weak background. 9. Financial aids are given to students to participate in various co curricular activities. 10. An alumnus sponsors a trophy every year to the best singer of the college to promote upcoming talent of the students.

6.4 – Financial Management and Resource Mobilization

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

The college undertakes internal audit regularly by engaging M/S Abhijit and Associates CA Firm. External audit is regularly done Directorate of Audit (Local Fund) Govt. of Assam and audit for the year 201819 is completed. The college also regularly submits its quarterly eTDS returns and the monthly GST returns.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
UPSC, IDOL, GMC, FAAMCH, APSC, APDCL, CBSE (Delhi) and Dr. D.Nath	56070	Venue Rent and Share of consultancy by Dr.D.Nath
View File		

6.4.3 – Total corpus fund generated

12000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Nil	Nil
Administrative	Yes	Directorate of Audit (Local Fund) Govt. of Assam	Yes	M/S Abhijit and Associates. A CA firm

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

1. We are quite enthusiastic in maintaining healthy relation with parents of the students. Parent teacher meet are arranged .to discuss academic and other issues from time to time. They are also encouraged to associate themselves with the developmental and social activities of the college by way of participation in the meetings of the governing body as Guardian Members. Moreover Feedbacks are collected from the parents. 2. A talk on Stress Management was organised by the college in association with the Parent Teacher Association on 28/06/19.The talk was delivered by Juri Das, a leading Counsellor, who is also an alumnus of the college. 3. Another talk on Life Style Diseases and Food Habit was organised by the college in association with the Parent Teacher Association on 21/06/19. The speaker Mallika Sarma, a Consultant Dietician, herself was a

guardian of a student of the college. 4. A workshop on health awareness was held in the college on 22/06/19 under the aegis of parent teacher association. The topics of the Workshop were (i) Viral Hepatitis which was delivered by Dr. Deepjyoti Kalita, Associate Professor, AIIMS, Rishikesh (ii) The Menace of Antibiotics Resistance Which was delivered by Dr. Sangeeta Deka, Assistant Professor, FAAMCH, Barpeta and Research Scholar, AIIMS Rishikesh.

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

1. A workshop on Tally Software for the non teaching staff was organised on 28/06/10 by the Parent Teacher Association. The Resource person for the Workshop was Mr Apurba Sarma, Guest Faculty, PCPS Girls' Polytechnic. 2. Development programmes like training on admission procedure, audit, and examination related matters are conducted at regular intervals by the college authority. 3. The grievances of the support staff are addressed and necessary steps are taken by the college authority.

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

Under Graduate course in Science (B.Sc.) affiliated to Gauhati University has been introduced from the Academic Session 20182019. 2. A digital class room with video conferencing facility has been introduced to make teaching learning more interactive. The college will shortly install a leased line internet facility, negotiation is in progress. A digital display system has also been installed. Broadband connection has been provided to the computer laboratory. 3. As part of the infrastructure development, a multistoreyed building is under construction. Five new computers are purchased to upgrade the physical infrastructure of the college. Apparatus and equipments for the science laboratories are also purchased to cater the needs of the science stream. 4. Solar power installation in the college campus for energy conservation is another notable initiative of the college. 5. The college has established collaboration with Ashroy Concept Foods, a leading food processing industry of the state which sponsors Merit cum Means scholarships amounting Rs 1.0 Lakh per year. 6. We have a MIS Portal www.sbdeorahonline.in. The Student Database Management System procured by the college keeps details of the students. This portal is also used for admission, examination form submission, ID generation. However in the coming days complete management information system will be incorporated in the college.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Workshop on personal Grooming. Resource Person: Mrs M Mahanata, Beauty Specialist and Enterpre	12/07/2018	12/07/2018	14/07/2018	20

	neur.				
2018	A Career Advancement Programme titled Think Big Grow Big By: Diwas Phukan Career consultant and Journalist	25/08/2018	25/08/2018	25/08/2018	45
2018	Foundation day lecture Topic: Dalit Sahitya Aru Biporjyosto Manabata Resource Person: Arupa Patangia Kalita, eminent litterateur.	19/09/2018	19/09/2018	19/09/2018	200
2018	Workshop on Poetry Reading Resource Person : Sanjib Kr. Nath Associate Professor Department of English Gauhati University	25/09/2018	25/09/2018	25/09/2018	50
2018	Oration on Value Education By: Pranabjyoti Brahmacharja Resource person: Vivekananda Kendra, Guwahati.	29/09/2018	29/09/2018	29/09/2018	45
2018	Workshop on : Life Skill Resource Person: Bikash Kalita, Life	01/10/2018	01/10/2018	01/10/2018	30

	Skill Trainer				
2018	An Interaction with Dipak Sarma, an eminent Motivational speaker.	04/10/2018	04/10/2018	04/10/2018	40
2019	A Drawing competition on Environmental Awareness At: Nangaon Primary School Organised By: IQAC, S. B. Deorah College	23/02/2019	23/02/2019	23/02/2019	30
2019	Workshop on Skill Development Resource Person: Bishwapriya Shyam Trainer, Mahindra Pride Classroom	27/02/2019	27/02/2019	25/03/2019	57
2019	One Day State Level Inter Institute Yoga Sports Competition Organised by: All India Yoga Sports Association. In Association with NSS, S B Deorah College.	12/05/2019	12/05/2019	12/05/2019	25
2019	Workshop on CBCS in UG classes (for all colleges of Kamrup (M) District). Resource	01/06/2019	01/06/2019	01/06/2019	41

persons:
 Prof. N A
 Barua,
 Chairman, UG
 CBCS
 Regulation
 Drafting
 Committee,
 GU Dr
 Dharmendra
 Nath Member,
 UG CBCS
 Regulation
 Drafting
 Committee,
 GU

2019	One month programme for Preparation of Assam State Civil Service Examination	01/06/2019	01/06/2019	30/06/2019	28
2019	Certificate course on basic beauty care. Resource Person Mrs M. Mahanta, Beauty Specialist Entrepreneur.	19/06/2019	19/06/2019	29/06/2019	24
2019	A value added course on Human Resource Management. Course Coordinator Ms R. Borgohain.	19/06/2019	19/06/2019	29/06/2019	21
2019	A talk on Vedic Knowledge Resource person: Harekrishna Avtar Das, ISKON, Guwahati.	28/06/2019	28/06/2019	28/06/2019	40
2019	A talk on Intellectual Property	29/06/2019	29/06/2019	29/06/2019	40

Rights delivered by Ms Anee Das, Advocate, Nagaon District Court.

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gynecological Health Camp	23/02/2019	23/02/2019	26	0
International Yoga Day	21/06/2019	21/06/2019	30	0
Certificate course in Personal Grooming	12/07/2018	14/07/2018	20	0

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

Percentage of power requirement of the University met by the renewable energy sources
<p>1. Percentage of power requirement of the college met by the renewable energy sources 50. Carbon emission reduced by 12 tons up to November 28th 2019.</p> <p>2. Essay competition on Waste Management held on 15th June 2019 with 15 participants. 3. Poster making competition on Rain Water harvesting held on 15th June 2019 with 10 participants.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	31/10/2018	1	Cleanliness Drive	Programme conducted as part of the Swatch Bharat	50

						Abhiyan	
2019	1	1	04/06/2019	1	Street play	Creation of environmental awareness	10
2019	1	1	19/06/2019	1	Declaration of No Horn Zone	Creation of a conducive academic environment	10
2019	1	1	21/06/2019	1	Observance of International Yoga Day at Kalyani Nivas at Bhangagarh	Popularise the benefits of Yoga	20
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
A Handbook on Professional Ethics and Code of conduct.	26/04/2019	Following the publication of the handbook on Professional Ethics and Code of Conduct, positive outcomes have been observed in the conduct and ethical behaviour of all concerned. Spitting and chewing of tobacco is totally banned and stringent action taken against the offenders. Instances of sticking of bills and scribbling on the walls has also reduced. The installation of the biometric attendance device to regulate teachers punctuality guidelines have ensured punctuality and regularity of students in class attendance. The handbook has also helped to further strengthen the traits of punctuality and discipline among the teaching staff. The

Grievance Redressal Cell is doing a commendable job in addressing the various grievances of the students, including instances of sexual harassment.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A talk on Fundamental Rights and Duties held on 27th June 2019 with 30 participants	27/06/2019	27/06/2019	30
A talk on National Integration on 27th June 2019 with 30 participants	27/06/2019	27/06/2019	30
A talk on the Relevance of Vedic Knowledge in present times with 25 participants on 28th June 2019	28/06/2019	28/06/2019	25
No file uploaded.			

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

1. Solar power installation . 2. Organic farming of vegetables . 3. Encouraging bike pooling . 4. Plantation drives undertaken . Reducing use of plastic .

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Diversity and Inclusion
Objectives of the Practice: 1. To instil a sense of belonging among the ethnically diverse students. 2. To enrich the talent pool by drawing students from diverse ethnic backgrounds. 3. To create an academic climate suitable the growth of the ethnically diverse section of students. 4. To equip the students with the coping and adaptive skills needed to survive and thrive in a diversified society. 5. To remove prejudices and stereotypes about the diverse groups and create an unbiased understanding about them. 6. Creation of a more inclusive teaching and learning environment.
Principles and concepts of Diversity and Inclusion: The Practice of Diversity and inclusion is based on the principle of recognition. Coping with diversity entails recognising difference while looking for the common bond. Students who feel recognized as different but equal, who know that they can be their true selves not only in private but also in academic settings can play a confident role and feel motivated to deliver their best. Inclusive also creates reciprocal understanding among diverse groups. The hitherto marginalized voices are not only invited but actively invited, supported and empowered to state their viewpoints, ideas and openness.
The Context: Contextual features and challenging issues that needed to be addressed in designing and implementing the practice. With its largely diversified campus population consisting of students belonging to various ethnic tribes and sub tribes spread across the entire North East, meeting goals of inclusion is

fraught with many challenges which are discussed as under: 1. Language barriers: One of the challenges encountered in designing and implementing the practice is linguistic differences. Coming from different ethnicities, the familiarity of the ethnic students with the local language is less. This linguistic alienation poses a challenge in bonding with the students and teachers from non diverse groups. 2. Lack of acceptance: During the initial period, the students from the ethnic minorities experience a lack of acceptance in an alien campus setting. They take time to gradually open up and feel accepted. 3. Ethnic Conflict and tension: There is ever possibility that coming from ethnically marginalized spaces may make these students vulnerable to different forms of aggressions like bullying or harassment. The Practice: Practice and its uniqueness in Indian Higher education. Constraints and limitations The prime mission of Indian Higher Education is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access. Integral to furthering that mission is supporting efforts to create diverse and welcoming campus communities for all the students. Student body diversity is important not only for improving economic and educational opportunities from ethnically diverse groups, but also for the social, economic and societal benefits it presents to students. Students report less discrimination and bias at institutions where they perceive a higher commitment to diversity. Higher education improves social mobility for ethnic minorities. Diversity enriches the educational experience by allowing students to learn from multiple perspectives. Besides, it also promotes personal growth by encouraging critical thinking and freeing the mind of stereotypical perceptions. Students learn to communicate effectively with people of varied backgrounds. Further, education within a diverse setting prepares students to become good citizens in an increasingly complex, pluralistic society besides fostering mutual respect and teamwork. One of the major constraints faced is linguistic barrier that hinders effective communication between the students from diverse ethnic settings and the teachers. Being poorly conversant languages other than their own, communicating with them becomes challenging. Instructors already straining under large workload may resent the added duties of coming up with different approaches for the same lesson. Evidence of success: Performance against targets and benchmarks The spirit of inclusion and acceptance in an ethnically diverse campus population of S.B.Deorah College has yielded positive and encouraging results. A strong sense of unity and brotherhood amongst the students irrespective of their ethnically diverse backgrounds is conspicuous. The positive outcome of the inclusive policies adopted by the college is seen in the following areas. 1. Active participation of all the students in the college events and programmes. 2. Students encouraged to showcase their rich folk culture, songs and dances in college functions. 3. Participation of students in students body elections of the college as candidates encouraging. 4. Reaching out to such students and building personal rapport through mentoring and counselling sessions. The College has put in place an Equal Opportunity Cell to allow equal opportunities of growth and development of all students irrespective of their ethnic differences. The Grievance Redressal Cell, on the other hand, addresses any academic or non academic problems faced by the students. The students from ethnic minority groups can avail the benefits of these Cells to make their learning experience smooth. Problems encountered Putting into practice the inclusionary efforts and initiatives within a largely diverse academic campus is also fraught with problems which are discussed below 1. Linguistic Barrier: Coming from states other than Assam, these students are not conversant in the local language. Besides, their English speaking skills too are not up to the mark. In such a scenario, communicating effectively with them becomes difficult. 2. Attitudinal barriers: Since these students are from culturally and ethnically distant spaces, it takes time for them to feel accepted and blend into the non diverse groups. Resources required in

implementing the practice A diverse ethno cultural manpower can truly understand the issues and gain first hand perspective. A culturally competent staff can better interact and motivate the students from diverse groups. Adequate funding to conduct talks, workshops seminars or orientation sessions to educate the entire campus about the benefits of diversity is required. Best

Practice 2: Paperless and Online system Objectives of the practice 1. Going paperless is important to save natural resources. 2. The online operations can make administration process much easier and faster and improve operational efficiency. 3. Generate environmental consciousness. Using less paper is as much about saving green as about being green. 4. Reducing cost by less paper consumption and diverting it to other meaningful projects. The Context:

Contextual features and challenging issues that needed to be addressed in designing and implementing the practice 1. The biggest hurdle is raising awareness. Organizational culture change is challenging. Reorienting the staff to switch from the traditional mode of paper to electronic communication calls for a lot of personal motivation and effort. 2. Integrating the online mode with the existing paper mode. 3. Network connectivity fails off and on. 4. Inadequate manpower to handle enormous data also adds to the problem in negotiating the shift from a paper centred to a technology centred approach.

The Practice: Practice and its uniqueness in Indian Higher education. Constraints and limitations The commitment to excellence in teaching and learning is long attributed to higher education. The paperless system is a 21st century trend and embraced by Indian Higher education. The education sector is one of the important industries which not only creates and maintains large amount of information but also in need of secured storage access and efficient business process. The procedures associated with processes such as administration, teaching, examination and support have grown manifold.

Institutions, irrespective of the size and scale can practice better paperless administration using digital tools. Going paperless essentially means adopting a digital system that allows for the electronic creation and storage of documents of files to manage institutional data instead of the traditional format of paper. It enables the user to store electronic documents in a database for subsequent retrieval and sharing and assign viewing and editing privileges to users. The online admission process enables attracts students from far off areas. Effective college websites speak clearly, even to yet to be students, and make it understandable to all. Students also have access to digital library which can direct them to various links to learning resources. Departmental whatsapp groups can keep students updated about departmental news besides facilitating speedy exchange of information -both academic and non academic. Evidence of success: Performance against targets and benchmarks 1. Use of biometric device to record staff attendance. 2. Installation of a Digital board to display important notices and information. 3. Electronic submission of leave applications by staff. 4. Effective use of the college website for dissemination of information. 5. Access to numerous e books and journals through the digital library. 6. Supplementing classroom learning of students with online resources via links to informative sites. Problems encountered and resources required to implement the practice Different students have different learning style. Some prefer to take notes, some by listening and some through interaction. Not everyone is comfortable with the digital method of teaching. Understanding the different learning styles of students for positive learning outcomes is one of the major problems encountered.

Technological challenges in the form of lack of connectivity power failures, errors and malfunctions also hamper instruction. Technically trained personnel to instruct the users, including students, teachers and office staff efficiently handle technology for dissemination of knowledge is an urgently felt need.

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

institution website, provide the link

https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/Best-Practice_Final.pdf

7.3 – Institutional Distinctiveness

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

The distinctiveness of the college lies in its female dominated workforce. Women clearly outnumber men in teaching positions. Of the three streams offered by the college, the entire teaching staff of the Commerce stream is female. In the Arts stream, of the total 29 teachers (including sanctioned and Contractual/parttime) only 17 percent are male. In the Science stream, there are only three male teachers in a female dominated workforce while the Commerce stream consists of only female faculty. Consequently, all the Committees and Cells meant for administrative purpose are largely female dominated. Teacher representatives to the Governing Body are female. Even, the Coordinator of the Internal Quality and Accreditation Council (IQAC) of the College is a female. So are the Heads of Departments of Arts stream disciplines. Women in leadership positions in the college have done exceedingly well with their consensus building and collaborative approach. Women teachers in the college are eager learners too. With the gradual transition from paper centric approach to online culture, women have shown the readiness and willingness to learn. Within a short time, they have been able to develop digital skills needed to thrive and flourish in the modern education set up. Women teachers have also led student excursions and field trips to distant locations. Though confronted with work life conflict, women teachers have never shied away from assuming responsibilities. On the other hand, they display exemplary dedication and sincerity in the discharge of assigned duties other than teaching. The female teachers have successfully handled and managed all the work related to the college. Having women at the centre of action has its own advantages in educational institutions. In dealing with the students, women can bring their innate traits of compassion, sympathy and empathy. With their maternal instincts, women are better positioned to gauge the psyche of the students and deal with their problems. Women teachers in the college have proved to be excellent mentors and counsellors in dealing with multiple problems the students might be facing in their personal lives. There is a Women's Cell in the college created specifically to generate sensitivity and make the campus gender friendly. During the conduct of cultural programmes like Freshers' Social, College Week or Youth festivals, women teachers have brought their individual talent and skills in training the participants to excel in their respective fields. Their motivation and relentless hard work have inspired the students to deliver their best in these competitions. Even the sex ratio in the student population is in favour of the girls. The female teachers prove to be better in dealing with relationship issues, sexual harassment etc. A Sexual Harassment Cell consisting of women members conducts counselling sessions in regular intervals to address sexual harassment issues faced by female students both on and off campus. More women in teaching positions in the college is a testimony of female empowerment and a source of inspiration for the girl students.

Provide the weblink of the institution

https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/Institutional-Distinctiveness_final.pdf

8.Future Plans of Actions for Next Academic Year

1. Proposal has sent to the Govt. of Assam for financial assistance to organise four popular lectures and one national seminar during the session 2019. 2.Full

fledged Mentoring classes will be started in the next session. 3. It is decided to organise students exchange and teachers exchange programme with nearby colleges. 4. An awareness programme on Environmental issues will be organised. 5. Decided to organise a workshop on Intellectual Property Rights. 6. Faculty Development Programme on Management of Adolescent's psychological Problem will be organised. 7. Certificate Course on Basic Beauty Care is going to be organised. 8. Value added course will be organised with Vivekananda Kendra, Guwahati. 9. Yoga and Meditation Programme will be arranged in the next session. 10. Administrative training for non teaching staff to be arranged. 11. Academic and Administrative audit will be done in the next session 12., Health check up and cloth donation camp will be organised. 13. Programme on Swach Bharat will be organised. 14. It is decided to organise a skill development programme in the adopted village.. 15. .A programme in a nearby Old age home will be organised collaboration with NGO. 16..Four new classroom and new library will be constructed in the new academic building. 17.. A new floor (third floor) adjacent to the science section will be constructed. 18.. Library will be shifted to the new academic building. 19. Girls common room with toilet will be completed in the next session. 20. The college is going to join in NIRF ranking in the next session.