



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		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		Ulubari, G.S.Road
City/Town		Guwahati
State/UT		Assam
Pincode		781007
<b>2. Institutional Status</b>		

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.	9678802953
Registered Email	anjalipatowary14@gmail.com
Alternate Email	sbdeorahcollege@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/AQAR-2018-2019_S.B.Deorah_College.pdf">https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/AQAR-2018-2019_S.B.Deorah_College.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://sbdeorahcollege.org.in/wp-content/uploads/2020/12/Academic-Calendar-2019-20.pdf">https://sbdeorahcollege.org.in/wp-content/uploads/2020/12/Academic-Calendar-2019-20.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.6	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 IQAC	Date & Duration	Number of participants/ beneficiaries
Certificate Course on	30-Oct-2019	25

Value Education in Association with Vivekananda Kendra, Guwahati	10	
Thirty Hours Certificate course in Basic Beauty Care in association with IMAGIK Beauty Training Institute	30-Oct-2019 10	24
A talk on Value Education By Diganta Biswa Sarma, An eminent social activist	06-Nov-2019 1	70
Celebration of Rashtriya Ekta Divas: A Run For Unity	31-Oct-2019 1	100
Awareness Programme on Solid and Plastic Waste Management with special reference to Air Pollution, In association with Pollution Control Board, Assam	11-Nov-2019 1	200
A faculty Development Programme on Management of Adolescence Psychological Problems	14-Nov-2019 1	60
Certificate Course on Taekwondo for Girl students	11-Nov-2019 15	15
Swachh Bharat Abhiyan at Guwahati Railway Colony	16-Feb-2020 1	60
Oration on Inculcation of Values Among the Youth	25-Feb-2020 1	55
A health awareness programme on Breast Cancer in Association with Rodali: A Centre for Cancer Awareness and Counselling at adopted village Namgaon, Sonapur, Assam	23-Feb-2020 1	53

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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S.B. Deorah College	Student's Excursion	State Govt	2020 365	100000
S.B. Deorah College	Library Books	State Govt	2020 365	112660
S.B. Deorah College	Free Admission	State Govt	2019 365	783706

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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View Link</a>
<b>10. Number of IQAC meetings held during the year :</b>	6
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	<a href="#">View Uploaded File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

1. The IQAC creates a gender friendly atmosphere in the college. Some programmes which were organised during the session are as follows: i) 10 girl students participated in a training programme on Food Processing from 03/07/19 to 01/08/19 organised by National Small Industries Corporation LTD, Technical Service Center. ii) Two Certificate Courses on Basic Beauty Care and Taekwondo for Self Defence were organised. iii) A Health Check-up Camp on Breast Cancer in collaboration with Rodali, a Centre for Cancer Awareness and Counselling at Namgaon Primary School, adopted village of the college, organised on 23/02/20 iv) Different programmes were organised in connection with International Women's Day Celebration: (a) A talk was delivered by Mrs Julie Barua on "Samatar Prajanma Garhat Narir Bhumika". (b) A street play on Status of Women in Indian Society was organised in nearby Ulubari HS School (c) Handicraft training organised for girls of Kalyani Niwas, a shelter home for girls. v) For encouraging co curricular activities amongst girls, special competitions like Best Bride, Ms Deorian, Musical Chair, Mehendi, Cooking, Rangoli competition were organised. vi) A sanitary napkin vending machine, donated by Guwahati Refinery was installed in the girls' common room.

2. Students are encouraged by IQAC for environmental conservation and maintaining of biodiversity. i) About 100 students are related to WWF, (World Wide Fund for Nature) India and participated in different programmes and projects organised by WWF. ii) Documentary on Environmental Issues was screened for the students on 17/10/19 at 1.30 pm. iii) A talk was organised on "Solid Waste and Plastic Waste Management", delivered by Prof K G Bhattacharjee, Rtd Prof, Gauhati University,

where around 200 participants were present including teachers and students from two neighbouring schools along with the teachers and students from the college attended on 11/11/19 iv) In connection with World Environment Day, a Webinar on Time for Nature was organised on 05/06/20, delivered by Dr Partha Pratim Barua, Professor, Botany, Gauhati University. v) The Solar Power Energy System generates 50pc electricity required for the college. vi) College is declared as No Plastic Zone for making the college eco friendly. vii) Arrangements are made for rain water harvesting. Although it was decided to organise more programmes on Environmental Issues in the neighbouring schools but could not be conducted due to Covid 19.

3. Considering the importance of Yoga and meditation for making the students mentally, emotionally and spiritually strong and for stress management some programmes were organised. i) Yoga classes were conducted for 10 days from 15/10/19 in collaboration with Vivekananda Kendra, Guwahati . ii) A certificate course on "Value Education" was organised from 30/10/19 to 09/11/19 in collaboration with Vivekananda Kendra, Guwahati. iii) A talk on Values of Indian Culture and Role of Youth in collaboration with ISKCON, Guwahati was organised on 26/02/20 iv) A talk on "Management of Adolescence Psychological Problems" was delivered by Dr. Mythili Hazarika, a clinical psychologist, Gauhati Medical College and Hospital on 14/11/19 v) A talk on Inculcation of Values among the Youth held on 25/02/20 which was delivered by Dr. Sunita Agarwala, Associate Professor, Education, Dispur College. vi) A webinar on "Emotional Regulations during Covid 19", delivered by Dr Rita Rani Talukdar, Associate Professor, Education, Gauhati University, on 17/06/20 was organised. vii) International Yoga Day was celebrated and an online talk on "Yoga, a way of life" was delivered from Vivekananda Kendra, Guwahati on 20/06/20

4. IQAC : Prepares AQAR and prospectus every year, Prepares Academic Calendar and monitor its implementation, Arranges Feedback and Prepares Chronicler: the Annual News Bulletin of the College. IQAC took initiative for continuing all classes on online mode and organising Webinars during the Covid19 pandemic.

5. For fostering national and international consciousness and social responsibility among the teachers and students, IQAC took initiative for celebrating National and International festivals like Independence Day, Republic Day, Rastriya Ekta Divas, Gandhi Jayanti, International Yoga Day, International Women's Day and World Environment Day etc. Some programmes of social responsibility like flood relief, Swachh Bharat programme, distribution of clothes for poor people, donation to orphanage were conducted by teachers and students. During Covid 19 the Principal, teachers, employees and students donated money, food, clothes, soap and sanitizer in adopted village, along with some nearby areas and local areas. The college was a COVID19 Screening Centre for 3 months. All the teachers, librarian and office staff served voluntarily during the period.

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

Plan of Action	Achivements/Outcomes
Construction/ Infrastructure	<ul style="list-style-type: none"> <li>Two floors of the new multi storied building have been completed, funded by</li> </ul>

RUSA, State Govt., and college own fund wherein the library has been shifted. • Construction of three new classroom and three new laboratories have been completed. • Apparatus and equipment for the science laboratories were also purchased during the period. • Construction of new toilets for girls completed. • A Sanitary napkin vending machine with incinerator has been installed in the girls' common room which has been donated by Guwahati Refinery Ltd.

Yoga, Meditation and Health related programmes

• A symposium on Importance of blood donation was organised in collaboration with Manik Chandra Dutta Memorial Society on 11/09/19 • A free health checkup including Blood Sugar test, BP check up, Dental check up, Physiotherapy and ECG conducted by Apollo Hospital Ltd 14/09/19. A wheel chair was donated by the hospital. • Yoga classes were conducted for 10 days from 15/10/19 in collaboration with Vivekananda Kendra, Guwahati. • A Certificate Course on Value Education was organised from 30/10/19 to 09/11/19 in collaboration with Vivekananda Kendra, Guwahati. • A Health Awareness Program was organised in adopted village on 23/02/19 • A talk on "Values of Indian Culture and Role of Youth" in collaboration with ISKCON was organised on 26/02/20 • International Yoga Day was celebrated and an online talk on Yoga, a Way of Life was delivered by Subhabrata Mukherjee, Senior Karmakarta of Vivekananda Kendra, Guwahati on 21/06/20

Community Services and Adopted village

• From 04/07/19 to 08/07/19 NSS Special Camp held at Namgaon, adopted village • On 08/07/19 Onujiba, a book written by Dr Rahul Sarma, faculty member of S B Deorah College was released in the adopted village for the students of the village. • As a part of Independence Day Celebration, a cleanliness drive was organised in the college campus and the area near Padmashree Pratima Barua Pandey statue in Chandmari on 13/08/19 • Health Camp and cloth distribution program was conducted among the poor people at Basistha ME school in collaboration with NRHM on 27/10/19 • On 25/02/20 Swachh Bharat Abhiyan program was organised at Railway Colony, Panbazar in collaboration with

Sri Sri Dakshineswar Kali Mandir Committee. Cleanliness drive was undertaken with the student volunteers.

- A Health Awareness Program on Breast Cancer was organised in association with Rodali, A Center for Cancer Awareness and Counselling at Namgaon Primary School, adopted village of the College on 23/02/20
- A socio economic survey was also conducted to find out their socio economic problems, so to assist them in near future.
- In connection with International Womens Day, a street play was performed by the students of Commerce Department with the theme Status of Women in Indian Society at Ulubari HS School on 07/03/20
- Womens Day was celebrated in Kalyani Niwas, a shelter home for girls on the same day. Two student volunteers Hina and Tamann gave a brief training of handicraft to the children of the shelter home.
- An awareness programme on Covid19 was organised in Namgaon, adopted village of the college where soap, food and sanitisers were distributed.
- On 21/03/20 Covid19 awareness program at Rupnagar area was organised
- The Convenor of Extension Education Cell herself distributed Mask and Leaflet as an awareness program of Covid19 among the people of Bakrapara, Guwahati on 24/03/20
- On 12/03/20 the Convenor of Extension Education Cell is entrusted with the responsibility by the Assam Higher Secondary Education Council to take the class of political science for HS 2nd year students through All India Radio, Guwahati during the Pandemic,
- Most of the faculty members are associated with various social organisations and NGOs like shelter home, Old Age Homes and conducted many outreach programmes.
- The Principal, most of the faculty members and many students and office staff donated food, clothes, money, medicine during Covid19. College was a Covid19 Screening Centre. Teachers, librarian and office staff voluntarily served at the covid19 centre at the college.

Webinar

- On 31/05/20 a Webinar on "Online E Resources" was delivered by Dr Dhrubajit Das, librarian of the college.
- In connection with World Environment Day a Webinar was organised, talk on "Time for Nature"

was delivered by Dr Partha Pratim Barua, Professor, Gauhati University. • A Webinar on Renaissance Literature was conducted by Department of English on 05/06/20, delivered by Prof. Asha Kothari, Gauhati University. • Department of Economics and Commerce organised a Webinar on Circular Economy and the Economic dimension of Sustainability in the Covid Era on 07/06/20 which was delivered by Dr Pranjal Phukan, Director, International Council for Technology, Management and Applied Sciences. • A Webinar on Emotional Regulations during Covid19 was organised by the Department of Education on 17/06/20 which was delivered by Dr Rita Rani Talukdar, Associate professor, Department of Education, Gauhati University • "How shall the Pandemic End" titled Webinar was organised by Department of Political Science on 24/06/20, delivered by Dr Prasenjit Biswas, Associate Professor, Department of Philosophy, NEHU, Shillong. • Department of History organised a Webinar on "Role of History in Contemporary Society" on 26/06/20 was delivered by Dr Rajib Handique, Professor, Department of History, Gauhati University. • S B Deorah College organised Webinar on 28/06/20 on Emerging Modes of Economic Interactions at Global, National and Local Levels: Challenges and Opportunities. The subthemes were i) Economic way forward post Covid for India and the world delivered by Prof Ajitav Roychowdhury, Former HoD, Jadavpur University ii) Sustaining High Economic Growth Requires Different Strategies: And Integrated Approach for knowledge Economy, delivered by Dr R B Barman, Former Executive Director, RBI and Former Chairperson of National Statistical Commission, Member, STA, Assam iii) Social Implications of the Contagion delivered by Prof. M P Bezbaruah, Former HoD, Department of Economics, Gauhati University iv) Covid19 and the North East Economy delivered by Prof. Mrinal Kanti Dutta, HoD, Department of Humanities and Social Sciences, IIT, Guwahati • On 29/06/20 a Webinar was organised by Department of Political Science on "India Latin America Partnership: A



Paradigm for 21st Century" delivered by Prof(Retd.)Abdul Nafey, Former Chairperson CCUS and LAS School of International Studies, Jawaharlal Nehru University, New Delhi.

Seminar/Workshop conducted

- Foundation Day Lecture was delivered by Dr. Dilip Kalita, Director, ABILAC, on the topic, Naba Prajanmar Pandit Prabar Anandaram Barua on 08/09/19.
- Department of History organised a talk on Assamese Culture, A Peep through the Satras on 28/09/20 delivered by Dr Rahul Majumdar, Dean, Academic, K K Handique State Open University, Guwahati.
- Workshop on Creative Writing Skills, Prospects was organised by Department of English on 30/09/19. Sahitya Akademi Awardee Rashmi Narzary graced the program as Resource Person.
- In connection with Vigilance Awareness Week ,Allahabad bank organised an extempore speech competition among the students on 21/10/19
- A talk on "Value Education was delivered by Sri Diganta Biswa Sarma on 6/11/19
- As a part of S. B. Deorah College Lecture series on 09/11/19 Dr Nabanita Bhuyan, HoD, Political Science delivered a talk on "Working of Parliamentary Democracy in India"
- An awareness meeting on Solid Waste and Plastic Management with special reference to Air Pollution was organised 11/11/19. Lecture was delivered by Prof K G Bhattacharya, retired Prof Gauhati University.
- Department of English organised an interdisciplinary talk on "Indian Classical Literature" on 13/11/19. Dr Sudeshna Bhattacharjya, Prof. Gauhati University was the Resource person.
- A talk was delivered by Dr. Mythili Hazarika on Management of Adolescence Psychological Problems on 14/11/19.
- Department of Assamese organised a talk on Adhunik Asamia Natya Charcha, on 12/03/20 delivered by Sri Naren Patgiri.
- A talk on Inculcating of Values among the Youth" was organised by Department of Education on 25/02/20 which was delivered by Dr Sunita Agarwala, Associate professor, Dispur College.
- In association with ISKCON, Guwahati a talk on "Values of Indian Culture and Role of Youth was organised on 26/02/20, delivered by His grace Madhab Das, ISKCON, Belgaum, Karnataka.
- On 28/02/20 Science Day was

celebrated, organised by Science Stream. • A talk was delivered by Mrs Julie Barua on ,Samatar Prajannama Garhat Narir Bhumika" on 07/03/20 in connection with International Women's Day.

Certificate Course

• i)Certificate Course on Basic Beauty Care was conducted by beauty specialist Mrs Mala Mahanta from 30/10/19 to 09/11/19, • ii) Certificate Course on Value Education was conducted in collaboration with Vivekananda Kendra, Guwahati from 30/10/19 to 9/11/19 • iii) Certificate Course on Taekwondo was organised from 10/11/19 to 25/11/19

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body, S.B.Deorah College, Guwahati	17-Nov-2020

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

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

16-Mar-2020

**17. Does the Institution have Management Information System ?**

Yes

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

Yes, the College has a MIS portal: [www.sbdeorahonline.in](http://www.sbdeorahonline.in). The College has been using this online MIS portal for management of students database since 2018 2019. This online portal is specifically used for doing various administrative works such as students' online admission, examination fee collection, students' promotion, accounts maintenance etc. All sorts of fees (admission, examination, promotion) paid by the students have been collected through this online portal in digital cashless mode.

Besides managing students' database and accounts, this online portal is also used for online teaching learning purposes. During lockdown period due to Covid19 pandemic, the study materials of undergraduate courses of Arts, Commerce and Science streams have been uploaded to this portal for students use. YouTube channel link of the class videos have been provided through this portal for the benefit of the students' community. In the coming days, the college has a plan to incorporate a more sophisticated MIS system. 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 of 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 is using an open source digital library software DSpace for digitizing digital content of the institutional publications including question papers of the previous years of the University. The contents of the digital library are made available for use to the faculty and students of the college in Offline mode inside the institution. We have a plan to give access of the Digital Library (IR) of the college online (24x7) over Internet in near future.

## 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

• **PLANNING OF CURRICULUM:** The curriculum adhered to is designed by the University and members of the college are also involved in various capacities in planning and development of the curriculum and also attend workshops on this from time to time. Presently, Dr.D.Nath, Principal of the college, is serving as the member of Academic Council of Gauhati University, Integrated Committee of Course and Study and also of UG CBCS Co-ordination Committee and Working

Committee. Curricular of Certificate Courses conducted for the students are prepared by the teachers of the college in consultation with the experts from concerned fields. Three Certificate Courses were conducted during the session: 1) Certificate Course on Basic Beauty Care 2) Thirty days Certificate Course on Value Education 3) Certificate Course on Taekwondo • CURRICULUM IMPLEMENTATION:

Various roles are undertaken at different levels in the college for implementing the curriculum well: **ROLE OF PRINCIPAL** • Monitoring the smooth conduct of teaching learning process. • Emphasises on innovative teaching pedagogy in classrooms for better learning experience. • Sets up institutional class timetables. **ROLE OF IQAC** • Activities relating to teaching learning like mentoring, online and remedial classes are supervised by IQAC. • Aids the Departments in conducting Seminars, Group discussions etc. • Prepares and monitors implementation of academic calendar annually. • Feedback on various parameters is collected from Teachers, Parents, Alumni and Students. **ROLE OF DEPARTMENTS AND TEACHERS** • HoDs distribute syllabus and workload amongst the teachers. • Regular discussions are held amongst department members regarding progression of syllabus. • Teachers improvise their techniques as per the need of the students. Interactive and participatory learning is encouraged.

**INSTITUTIONAL AID** The college provides the following resources for the effective delivery of curriculum: • Well stocked library, with good collection of books and periodicals, and facility for accessing online e-journals and e-books. • Computer labs for the students and computers for departments. • Projectors, display screens and laptops for presentations. • ICT facilities are provided to conduct interactive sessions with the students. • Provision of grants for teachers to attend workshops, seminars and conferences. **TEACHING METHODOLOGY** Different methods are implemented in teaching such as: • Lecture method • Inquiry based learning • Experiential learning, etc. **PRACTICAL EXPOSURE**

• Study tours and field trips are arranged for the students annually. • Students also undertake on-field surveys. **LEARNING ENRICHMENT PROGRAMMES** • Value based programmes are organised for holistic development of the students. • Guest lecturers are invited, seminars, workshops are held to enrich learning experience of students. • Different competitions such as quiz, essay, extempore 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 doubts are cleared. • The results are evaluated and corrective measures are taken and remedial classes are held. **DOCUMENTATION OF CURRICULUM:** • Departments prepare Lesson plans and maintain Log books. • Record of previous years Question papers is maintained in the library. • Internal exam records are maintained.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course on Basic Beauty Care	Nil	30/10/2019	10	This course can provide opportunities in various fields of beauty and grooming. Some of these are- Beauty clinics • TV Film industry •	In this course, they learnt- • Make up • Skin care • Hair care • Hand and Foot care

Fitness Clinics •  
Cosmetic firms as sales consultant •  
Fashion advertising firms •  
Departmental stores

Certificate Course on Taekwondo	Nil	11/11/2019	15	This course can provide opportunities as follows: • Taekwondo coach • Sports faculty in schools • Can participate (if qualified) in national and international sports events like Asian games, Olympics etc.	Martial art helps students to inculcate: • Self defence • Confidence • Discipline • develop the ability to pay attention to what is relevant and ignore distraction • Communication
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## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Honours and Regular	01/08/2019
BCom	Honours and Regular	01/08/2019
BSc	Honours and Regular	01/08/2019

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

	Certificate	Diploma Course
Number of Students	40	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
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Thirty Hours Certificate Course on Value Education	30/10/2019	25
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
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### 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
<p>Online feedback received from Students, Teachers, Alumni and Parents. Students- There are four sections in students feedback regarding (1) Teaching-Learning (2) Course assessment, (3) College library and (4) Office staff, consisting of twenty questions. Feedback of all the faculties of various Departments of the three streams (Arts, Commerce and Science) is received personally. In the queries like- Conception clarity and knowledge base, Communication skill, Class preparation, Regularity and Punctuality, facilitating classroom interaction with students, Coverage of allotted course within stipulated time, Motivation, support and guidance provided to the students, ICT skill of the teachers etc. where most of the teachers received good feedback. Very few teachers received no comments and just satisfactory response in some questions. Regarding Course assessment, College library, Office staff, 90 -95 pc students chose: very good or good option. 5-10 pc students are in favour of no comment and satisfactory option. Teachers - Three sections were there in teachers feedback (i) curriculum, (ii) teaching-learning, evaluation (iii) infrastructure, administration, governance and leadership. All the questions regarding curriculum, Teaching-Learning and Evaluation where 97-100 pc teachers responded by selecting either strongly agree or agree option. Regarding infrastructure, drinking water, college library, college building, Grievance redress mechanism, accessibility to administration, freedom of expression, promotion of quality education by IQAC where 92-97 pc teachers give positive responses. However, they give their suggestions to increase the number of toilets and maintaining hygienic conditions and also for improvement of teachers common room with modern facilities. Authority took a prompt action and appointed a full time sweeper and cleaner for maintaining clean and hygienic condition within the premises. Alumni- Positive responses are given by the Alumni on various queries regarding their feedback on • Admission procedure 95pc Infrastructure of College 96 pc • Academic environment 98 pc • Faculty members 91 pc • Library 85 pc • Training and placement 80 pc • Sports facilities 90 pc • Canteen facilities 70 pc • Hostel 80 pc And overall rating of the college by Alumni is 98 pc Alumni have suggested for introduction of contemporary subjects and to</p>

provide more facilities for the students for their career advancements and expecting more cooperation from non-teaching staff. Analysing their feedback, authority instructed the non-teaching staff to be more supportive and responsive towards the students and parents. Already number of contemporary topics and papers are included in the new syllabus, Parents- It consists of 10 questions varying from Academic environment of the College, Ward's behaviour, Social responsibility of wards, helpfulness of faculty members, admission procedure where 52-58 pc parents responded positively. About library facility 44 pc and behaviour of the non-teaching staff only 4 pc parents responded positively. However parents suggested for improvement of Library and Hostel facility, if possible to construct boys hostel and rules, regulations and punctuality in certain cases need to be improved. The authority has taken the suggestions of the parents seriously. Already the College library has shifted to the new building with a more spacious reading room and more facilities for the learner.

## 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	616	292
BCom	GENERAL AND MAJOR	120	356	110
BSc	GENERAL AND MAJOR	200	280	165

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1348	Nil	47	Nil	Nil

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
47	47	37	4	2	167102

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Mentoring class had started in our college from last two sessions. In this session the mentees were much more

accustomed with this process. Mentoring class had started from the month of September. Two teachers were entrusted with the responsibility of each group which consisted of 22 to 25 students. Mentees of Arts, Science and Commerce were included in this scheme. Mentees were interested to attend this class as in this informal atmosphere they could express themselves properly without any fear or hesitation. Before the starting of mentoring class formally one introductory lecture was delivered before the mentees regarding the meaning purpose and objective of this class. Mentees raised various issues in this class varies from academic, personal, administrative, financial etc. The Mentors not only note down their problems but if possible, gave them advice to come out from the situation or how to shape their life accordingly. For e.g., Mentor gave them suggestion to fulfil their aim in life to be a teacher by holding a good academic record and pursue B.Ed. and prepare for NET. They suggested the mentees to develop work culture while they complaining for 1-hour duration of class in our college.

Those students who were facing the problem of recollection had been counselled on boosting up their confidence and asked them to believe that they can perform well in the examination if they able to develop interest in the subject and keep revising several times. Some other issues raised by the mentees were almost common like 1.with proper explanation of the topic some reading material may also be given ,2.Class started from 8.30 a.m. is too early specially in winter season ,3.Number of toilets for both boys and girls are insufficient ,4.College canteen was insufficient to cater the needs of the students ,5.Gave suggestion to request the authority to announce the date of Form fill-up at least one month earlier to help them to arrange the money etc Generally, the respective mentor apprised the concerned dept, office-staff, Principal Sir etc with whom their problems were related. Accordingly, some positive steps which were feasible were implemented immediately for e.g. a. New Girls, common room was constructed with proper toilet facility b. Sufficient drinking water also provided for the students c. Spacious canteen will also be provided to them very soon. Mentees gave another suggestion i.e. to arrange separate class for Assamese and English medium students but they were convinced that local and English language both are equally important for the development of their career and personality. During the lockdown period (March—August) the mentors along with taking online classes also carried on their mentoring programme much more sincerely because at that situation mentees faced various problems totally unknown to them. Along with giving them mental support, the Mentors gave them financial support through e-banking system. Mentors also helped them to solve their academic and mental stress and established personal contact with them as number of students of this institution are from other NE states.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1348	47	1 : 29

## 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	23	0	3	14

### 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
2020	Nil	Nil	Nil
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	6TH SEMESTER	16/10/2020	08/12/2020



BA	BA	5TH SEMESTER	06/01/2020	04/06/2020
BA	BA	4TH SEMESTER	Nil	Nil
BA	BA	3RD SEMESTER	23/12/2019	21/05/2020
BA	BA	2ND SEMESTER	Nil	Nil
BA	BA	1ST SEMESTER	29/01/2020	19/09/2020
<a href="#">View Uploaded File</a>				

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

Continuous Internal Evaluation (CIE) is an important part of teaching - learning process of our institution. Students ability and performance are monitored by the teachers throughout their semester by adopting various means. Some of these are: 1.Class Attendance 75 class attendance is mandatory for the students to seat in the sessional examination ,2, Interactive session -: After the completion of a lecture interaction with the students is a must to judge their strength and weakness .3: Class test-: Class test are arranged regularly to assess their capability of expression and difficulties also. If needed chapter may explain for them again .4. Interactive Class :-Along the normal interactive session separate interactive class also held from time to time to judge their progress .5.- Home Assignment :- Home assignment are also given to the students to maintain regularity and continuity in their studies .During the pandemic situation assignments were given to them through Goggle classroom ,College portal, voice message etc .6.-Seminar Group discussion :-Seminar and Group discussions are held regularly on those topics which are related with their academic advancement .7. Sessional examination -. Sessional examination which is internally conducted constitutes 20 of the external examination conducted by the University. In our college the internal examination conducted of 40 with a view to cover more areas of syllabus and to help the students to prepare for final examinations. 8. Online mood - in this new normal situation the teachers are using various on-line mood for explanation, discussion, asking question, giving home assignment, sharing reading materials etc.

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

Academic Calendar is prepared by the authority each year keeping in mind the future course of action as well as to provide the teachers' and students a correct chart of college days and holidays they are going to enjoy. Students also following this calendar can prepare their timetable for appearing in the examination. For this session also a new calendar was prepared by the teachers who were entrusted with this responsibility. The Principal Sir of this institution always put stress on strictly following the dates of various events without any alteration. This calendar clearly displays the dates of various events like Fresher's 'Social, Foundation Day, Students' Union Election, and dates of Internal and External Examinations etc. Till the month of February,2020 almost all the events hold on the scheduled dates. But with the outbreak of COVID 19 the Government closed all the educational institutions from the month of March'2020 for indefinite period. Final examinations did not take place. Some of the events were virtually arranged. Instead of internal examination assignments were given to the students for online submission. As the dates of External examination are finalized by the affiliating University, they also postponed the examination for indefinite period. Because of this pandemic situation academic calendar of this session is not only affected but some changes may take place in coming session 's calendar also. For rescheduling of various programmes included in this calendar for this pandemic situation the college authority started thinking of using digital means to arrange those programmes which are virtually possible.

## 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/2020/12/Outcome-BABcomBsc-2020.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
BA	BA	Nil	205	184	89.76
BCOM	BCom	Nil	62	57	91.94

[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-content/uploads/2020/12/Student-Satisfactory-Survey-2020.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Awareness programme on "Intellectual Property Rights"	Economics Dept. and Political Science Dept.	27/02/2020

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
<b>No Data Entered/Not Applicable !!!</b>				
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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
<b>No Data Entered/Not Applicable !!!</b>					
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)
National	Economics	1	5.3
<a href="#">View Uploaded File</a>			

#### 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
Library and Information Science	1
Zoology	2
History	1
Political science	1
English	1
Education	1
Assamese	4
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#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Application of ICT in the College Libraries of Assam	Dr. Dhrubajit Das	International Journal of Emerging Technologies	2019	3.1	GU	1
'India's Maritime Diplomacy in South west Indian Ocean: Evaluating strategic partnership'	Chinmoyee Das	Journal of Strategic Security	2019	91	JNU	1

'Influence of capping agent on structural, optical and photocatalytic properties of ZnS nanocrystals'	Amarjyuti Kalita	Journal of Luminescence	2019	5.5	GU	8
<a href="#">View Uploaded File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2020	Nil	Nil	Nil
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	23	32	30	Nil
Presented papers	1	Nil	Nil	Nil
Resource persons	1	2	Nil	Nil
<a href="#">View Uploaded File</a>				

## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
7. Awareness Programme on Covid-19 and Distribution of hand sanitizer (20.03 20)	Department of Chemistry and NSS Unit, S B Deorah College	7	15
6. Awareness Programme on Covid-19 at Namgaon (19.03 20)	NSS Unit, S.B.Deorah College, in association with Namgaon L P School	5	12
5. Swachh Bharat Programme (25.02.20)	Extension Cell, S.B.Deorah College in association with Sri Sri Dakshinwar	4	10

	Kalimandir Committee		
4.Socio-Economic Survey (23.02.20)	Extension Cell,S.B.Deorah College, in association with Namgaon L P School	3	10
3.Health Camp and Cloth Distribution (27.10.19)	Extension Cell, S.B.Deorah College, in association with NRHM	4	15
2.Swachh Bharat -Cleanliness Drive (24.09.19)	NSS Unit, S B Deorah College	5	24
1.Awareness programme on Micro Finance and Skill Development for Rural Economic Growth (04.07.19 to 08.07.19)	NSS Unit, S B Deorah College	5	10
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
<b>No Data Entered/Not Applicable !!!</b>			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
3.Empowering Women (07.03.20)	Commerce Department, S.B. D.College in association with Ulubari H.S. School	Street Play- 'Status of Women in Indian Society'	9	20
2.International womens' Day (07.03.20)	Extension Cell, S.B.Deorah college and "Kalyani Nivas - A shelter for girl child"	Handicraft Training	2	2
1.Health Awareness programme (23.02.20)	Rodali- a centre for cancer awareness and counselling	Awareness programme on Breast Cancer	3	10

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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Student' Support	Financial Support to Meritorious Students	Ashray Concept Food	01/07/2019	30/06/2020	20
Skill development programme	Basic Beauty Care Training	Imagik Beauty Training Institute	30/10/2019	09/11/2019	25
Skill development programme	Skill development programme	Entrepreneurship Cell, IIT Kanpur	11/09/2019	12/09/2019	90

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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
World Wide Fund for Nature - India	31/03/2020	a.To create awareness about the threats faced by the present environment among the students. and make them stakeholder in the preservation of environment b.Generating awareness among the neighbourhood community about the environmental degradation.	100

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### 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
12000000	11636483

##### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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#### 4.2 – Library as a Learning Resource

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

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

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12042	1850313	230	99395	12272	1949708
Reference Books	2471	1340670	0	0	2471	1340670
e-Books	160000	5900	0	0	160000	5900
Journals	15	28325	0	0	15	28325
e-Journals	6293	5900	0	0	6293	5900
CD & Video	142	0	0	0	142	0
Library Automation	12607	0	0	0	12607	0
Weeding (hard & soft)	105	7093	23	3760	128	10853
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
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#### 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	51	1	5	5	25	5	15	3	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>51</b>	<b>1</b>	<b>5</b>	<b>5</b>	<b>25</b>	<b>5</b>	<b>15</b>	<b>3</b>	<b>0</b>

##### 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
<b>No Data Entered/Not Applicable !!!</b>	

#### 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
700000	496429	1000000	794433

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

The Academic Council of the college conducted an assessment for maintenance of various physical, academic and other support facilities of the colleges in the beginning of the academic session and accordingly necessary measures have been taken for their maintenance and upgradation. For maintenance of the computers, laboratory equipment, classroom furniture etc. contract have been given to different firms for repairing. Upgrading of the existing physical and academic facilities of the college have been carried out as per the need by engaging firms on lump-sum payment. 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 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 in the college. The science laboratories are functioning under the strict control of the respective faculties of the department. They also look after the maintenance of the equipment. Publication committees appointed by the Principal are responsible for publication of college newsletter viz. Chronicler as well as other publications such as seminar proceedings, book, college magazine etc. There is a Girls Hostel Management Committee which appoints a hostel warden for smooth running and management of the Girls 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 and cleaner regularly. 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 is usually collected and deposited in the GMC garbage collection point.

[https://sbdeorahcollege.org.in/wp-content/uploads/2020/12/Campus\\_Maintenance\\_2019-20.pdf](https://sbdeorahcollege.org.in/wp-content/uploads/2020/12/Campus_Maintenance_2019-20.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Welfare( cash rewards, fee relaxation etc.)	43	146650
Financial Support from Other Sources			
a) National	Scholarship	52	250000
b)International	Nil	Nil	Nil

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	03/06/2020	42	S.B.Deorah College
Handicraft	07/03/2020	30	IQAC and

Training			Extension Education Cell, S.B.Deorah College
Taekwondo	11/11/2019	15	Ms.Larbin Rongpipi, Taekwondo Coach
Basic Beauty Care	30/10/2019	25	IMAGIK Beauty Training Institute, Rajgarh Road
Yoga and Meditation	01/10/2019	65	Vivekananda Kendra, Guwahati Sector
Talk on Creative Writing Skills	30/09/2019	40	Dept. of English, S.B.Deorah College
Personal Counselling and Mentoring	12/09/2019	400	S.B.Deorah College

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Nil	Nil	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
25	15	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
<b>No Data Entered/Not Applicable !!!</b>					
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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
2020	1	BA	ENGLISH	GAUHATI	MA IN

				UNIVERSITY	ENGLISH
2020	1	BA	POLITTIICAL SCIENCE	GAUHATI UNIVERSITY	MA IN POLITICAL SCIENCE
2020	1	BA	POLITICAL SCIENCE	DISPUR LAW COLLEGE	LLB
2020	1	BA	HISTORY	TRIPURA UNIVERSITY	MA IN HISTORY
2020	1	BA	HISTORY	ICFAI UNIVERSITY, TRIPURA	LLB
2020	1	BA	HISTORY	COOCH BEHAR PANCHANAN BARMAN UNIVERSITY	MA IN HISTORY
2020	1	BA	HISTORY	PANDU COLLEGE, GUWAHATI	MA IN HISTORY
2020	1	BA	HISTORY	GAUHATI UNIVERSITY	MA IN HISTORY
2020	1	BA	POLITICAL SCIENCE	CENTRAL UNIVERSITY, GUJARAT	MA IN SOCIOLOGY

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

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Nill	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

Like other Higher Educational institutions in S,B Deorah College also the college election are held on the Month of October to constitute the Student

Council of the College. For the purpose of election an Election Commission is constituted with Principal Sir as Election Commissioner. One Returning Officer is appointed who carry on the whole process and assisted by number of members of the Commission .The College authority strictly follow the criteria of the Lyngdoh Commission for the purpose of College Council election .The election always held in peaceful atmosphere. There are 12 portfolios of Student Council: 1.President,2. Vice President,3. General Secretary,4. Astd 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 Secretary,12. Boys, Common Room Secretary. The members of the Council are elected through democratic means and thus the efficient, dedicated and honest students are elected to the Council. They have performed various functions and activities for the betterment of the institutions. Maintaining discipline and decorum in the college Members of the Students, Council take the responsibility to maintain discipline and decorum in the college. And try to bring notice before the College authority if any untoward incident take place in the college premises. Redressal of grievances of the students They act as a bridge between the students and the College authority. They are easily accessible for students and thus on behalf of the students try to draw the attention of the authority regarding the grievances of the students. Keep contact between the teachers and students For introvert, shy and newcomer it is the members of the Students Council who are the real savior who solve their problem through discussion with the teachers. Cleanliness Drive The members of the Students, Council are very much motivated by the concept of "Swatch Bharat" abhiyan and thus they themselves take the responsibility for maintaining clean and hygienic atmosphere within the college campus. Direct Responsibility Student Council is directly responsible to organize "Freshman Social", "Foundation Day of the College","Saraswati Puja", "College Week" etc. Celebrating some special Days It is the Students, Council who have taken the initiative to celebrate Independence Day, Republic Day, Gandhi Jayanti, Martyrs Day, Teachers, Day etc. Assisting various Cell Number of Cells are constituted in the college to carry on various types of functions and here also the Student Council help and assisted the teachers to implement their plans and programmes . Maintaining Unity and harmony in the institution Our college is a mini-North East and in the Students council, students belong to different states and tribes are got elected and this give them the opportunity to develop the feeling of unity and brotherhood among themselves.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

An Alumni Association has been formed on 29th June 2019 after dissolving the earlier one. It has not yet been registered till date but will be done shortly.74 alumni of the college has got themselves enrolled in the Association with the portfolios of President, Vice President ,General Secretary, Assistant General Secretary and Treasurer. No of members rise up to 150 in the year 2020. S B Deorah College is a mini north-east where students from different north-eastern states took admission and with that they keep contact with the teachers and authority even after leaving the college. Alumni from Assam and other north-east states always ready to serve the College when they are asked to do so. They have contributed us by giving cash or kind and share their knowledge which they have received for the College and society in general. Some of their contributions are: 1) One of our alumni donated a running trophy in the name of our Late student Suman Mahanta to the best singer of the College. 2) Every year during Saraswati Puja, five of our ex-students donated the Idol of Goddess Saraswati. 3) One of our ex-students took the responsibility of making the Puja Pandal at a reasonable price. 4) One of our alumni who is presently working at

NRHM helped us to organise at least three health camp at our adopted village at Namgaon, Sonapur, as well as in Railway Colony, Ambari, Philingkata, Basistha Chariali. 5) We are glad to inform that some of our alumni we have signed in their own filed are invited by various departments as resource persons to deliver lecture and to encourage their junior. 6) Some of our alumni, accepting our request, engaged themselves with Kalyani Niwas (a shelter home for girls) and helped the authority by taking classes for students free of cost. 7) The alumni engage themselves with the college during the flood relief and recently while donating to people during Covid-19.

5.4.2 – No. of enrolled Alumni:

150

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

15000

5.4.4 – Meetings/activities organized by Alumni Association :

The last Alumni Meet was held on 29th December 2020. An Alumni Association has been formed on 30th June 2019 after dissolving the earlier one. It has not yet been registered till date but will be done shortly. 74 alumni of the college has got themselves enrolled in the Association with the portfolios of President, Vice President, General Secretary, Assistant General Secretary and Treasurer. No of members rise up to 150 in the year 2020. S B Deorah College is a mini north-east where students from different north-eastern states took admission and with that, they keep contact with the teachers and authority even after leaving the college. Alumni from Assam and other north-east states always ready to serve the College when they are asked to do so. They have contributed us by giving cash or kind and share their knowledge which they have received from the College and society in general. Some of their contributions are: 1) One of our alumni donated a running trophy in the name of our Late student Suman Mahanta to the best singer of the College. 2) Every year during Saraswati Puja, five of our ex-students donated the Idol of Goddess Saraswati. 3) One of our ex-students took the responsibility of making the Puja Pandal at a reasonable price. 4) One of our alumni who is presently working at NRHM helped us to organise at least three health camp at our adopted village at Namgaon, Sonapur, as well as in Railway Colony, Ambari, Philingkata, Basistha Chariali. 5) We are glad to inform that some of our alumni are invited by various departments as resource persons to deliver lecture and to encourage their junior. 6) Some of our alumni, accepting our request, engaged themselves with Kalyani Niwas (a shelter home for girls) and helped the authority by taking classes for students at free of cost. 7) The members of the alumni association joined with the college authority to distribute flood relief and also engaged themselves to help the people during Covid-19 period

## **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)

? To promote decentralisation and participative management, the college authority takes up various measures. ? A good number of committees such as admission committee, examination committee, construction committee, purchase committee, library committee, hostel management committee, grievance redressal cell etc. have been formed to discuss various issues and to monitor various activities of the college ? S. B. Deorah College Students Union has been entrusted the responsibility to conduct various student activities under the guidance of teachers. Moreover, arrangements for representation of students in

IQAC and RUSA Monitoring committee have also been made.

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
Admission of Students	<p>? The college offers BA / B Sc. /B Com. Courses. The college has a transparent admission policy. Reservation for different sections of society viz. SC/ ST/OBC are being made.</p> <p>? Admission schedule is widely circulated through College website, prospectus and notice board ? Selection and admission are done on merit basis.</p> <p>? Our college has enrolment of blind and PWD students. ? The economically weaker students are assisted with financial aids. ? The admission to certificate courses is decided by the concerned committee with the approval of principal of the college.</p>
Industry Interaction / Collaboration	<p>? The college collaborated with Guwahati Refinery Ltd. and the later has donated a sanitary napkin vending machine along with incinerator for the girl's students of the college. ? A one-month Food Processing Training programme was organised from 03/07/2019 to 01/08 /2019 in collaboration with The National Small Industries Corporation Limited under Govt. Of India. ? The College organised a certificate course on Basic Beauty Care in association with Imagik Beauty Training Institute for developing entrepreneurship skill. ? Special thrust on collaboration with industry has been arranged. S.R. Group, Guwhati, has donated four desktop computers as part of its corporate Social Responsibility (CSR) activity. ? The college has 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.</p>
Human Resource Management	<p>? To manage human resource, various committees and cells are formed to carry out different administrative, curricular, co-curricular as well as community extension activities. ? Teachers and employees are encouraged</p>

to participate in various training courses for updating their professional skills. ? Induction programmes for students and employees are arranged. ? Teachers are provided an in-house platform to share their knowledge to their colleagues through a lecture series held periodically. ? Well defined Govt. norms are followed for selection, recruitment, promotion and training of employees. ? Grade IV employees are given festivals advance and two mutual benefit societies are functioning to meet the financial contingencies of the members. ? The college also helps the needy students by providing them financial assistance in the form of fee concession. ? Awards along with cash rewards to the students excelling in academics, sports, music and various co curricular activities are also given. ? The college has a very vibrant NSS unit which is rendering various services to society. Students are encouraged to join NSS Unit and other associations of the college.

Library, ICT and Physical Infrastructure / Instrumentation

The college has become a member of National Digital Library and access to e-resources of National Digital Library has been given to the students and faculty members of the college. ? Facilities of free internet, E-library, NLIST subscription for access to e-resources is available to the staff and students. Latest books and journals are subscribed and purchased every year. The students are given orientation and training in the library on how to search and retrieve reading materials both in physical and electronic format. Book bank facility is available for the economically weaker students. ? Apparatus and equipment for the science laboratories are also purchased during the period to cater the needs of the science stream. ? Two floors of a new proposed multi storied building have been completed funded by RUSA, State Govt. and colleges own fund wherein the library has been shifted. ? Construction of three new classrooms has been completed and new toilets for girls have been completed in the new building. ? A Sanitary napkin vending machine with incinerator has been installed in the Girls common room which was donated by Guwahati Refinery

Ltd. ? Free internet facility for students in computer lab is available. ? Availability of laptops, projectors and portable internet facility for faculty members for both academic and research purposes.

Research and Development

? Teachers of the college are encouraged to pursue research in their specialisation and consequently more than 80 percent faculty have been awarded Ph. D and few others are engaged in their research activities. Infrastructural facilities, duty leaves as per norms to attend different seminars, conferences and workshops etc. are provided as required by the teachers to carry out their research activities. ? Research Committee of the college promotes research culture by organising research-based talks which are delivered by faculty members of the college. ? Few research papers/articles prepared by the faculty members of the college have been published in journals like Scopus. ? Moreover, a research paper was presented in an International Conference and a chapter has also been added in an edited volume by a faculty of the college. ? Being a Ph D supervisor/guide in the Department of Economics, Gauhati University, Dr. D. Nath, Principal of the College is a member of Departmental Research Committee. He is also a member of Research Advisory Committees of several scholars perusing Ph D. ? A few faculty members of the college have also been working as research guides in Gauhati University ? Facilities of internet, E-library, NLIST subscription for access to e-resources is available to the staff and students to facilitate research activities. ? The college organised a number of webinars by renowned resource persons on current issues. ? Students are mentored by the teachers of their respective departments for writing and presentation of project papers as part of their curriculum. ? Field trips of student are also arranged for acquiring firsthand knowledge. ? Financial assistance is provided by the college to different departments to carry out project works as part of their curriculum. ? The college is planning to open an Incubation Centre to promote research in business ventures.



<p>Examination and Evaluation</p>	<p>? The college follows the Gauhati University examination schedule. It has also an internal system of examination and evaluation. Sessional examinations are conducted in each semester. ? Examination related information such as schedule for filling examination forms, examination time table and results are displayed on the college website and notice boards. ? The examined answer scripts are shown to students for verification and marks are displayed in the departmental notice board. ? Special efforts were taken to provide scribes and other facilities to students with disabilities (PWD). ? DR. D. Nath, Principal of the college is serving as a member of Consultative Committee on Examination Matters of Gauhati University. ? Few teachers of the college are engaged in various examination related confidential activities of the affiliating university.</p>
<p>Teaching and Learning</p>	<p>For quality improvement in teaching learning process the college has adopted following measures ? Regular staff meetings with Heads of Departments for smooth functioning of the departments regarding syllabus coverage, class tests, assignments, attendance, internal assessments. ? Teachers prepare and upload study materials, educational audios and videos related to the syllabus ? ICT oriented teaching like use of projector, Google Classroom, Zoom App, Google Meet etc. ? Free internet access to teachers and students within the college campus. ? Lectures on discipline related areas, quiz and group discussion. ? Solving of previous years question papers, surprise tests, chalk and talk method ? Assessment of home assignments.</p>
<p>Curriculum Development</p>	<p>? The curriculum is framed by affiliating university. ? Dr. Dharmendra Nath, principal of this college is serving as a member of The Academic Council. Apart from that he is also a member of the the following committees- i) Member of UG CBCS co-ordination committee ii) Member of UG CBCS Working Committee iii) Member of Integrated Committee of Courses and Studies ? Faculty members from the college provide active support as and</p>

when invited as members to the syllabus committee for undergraduate courses. ?  
 Curricula of certificate courses conducted for students of the college are prepared by the teachers of this college in consultation with experts from the field.

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

E-governance area	Details
<p>Planning and Development</p>	<p>? Well planned and developed e-governance is implemented during admission, examination, and attendance of the employees are recorded in the face recognition biometric device, library etc ? 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 has successfully participated the NIRF ranking process.</p>
<p>Administration</p>	<p>? Important communications and policy decisions are conveyed to concerned stake holders through online meetings, e-mails, Whats app and by display in the college website and portal. ? Scan copy of end semester mark sheets are kept. ? Students and employees data are maintained in digital format.</p>
<p>Finance and Accounts</p>	<p>? Transactions related to University payments etc is done through online bank transfer. ? Salary records and transaction of permanent teachers working against sanctioned posts are done through the portal of Finance Dept, Govt. of Assam. ? Accounts reports are generated from the online portal and also from POS machine. On the basis of the report, collected funds are deposited to various accounts of the college and accordingly the accounts books are updated. ? Admission and examination fees are collected only through online college portal</p>
<p>Student Admission and Support</p>	<p>? online admission procedure is successfully followed. All admission related information has been disseminated to the students through college website. ? Students can easily access information regarding rules and regulations, various facilities and</p>

library services etc. through institutional website. ? The faculty members of the college upload teaching material, educational audio and video in the college portal. ? 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 provides students portal for filling examination application, paying examination fee through online mode, downloading admit cards, results and applying re evaluation to students. ? All important notifications, communications regarding examinations are made available to the students through the college portal, social media channels such as the college Facebook , Instagram pages and WhatsApp groups of the college. ? Submission of internal marks is done through online process ? 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
2020	Nill	Nill	Nill	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Webinar on Online e- resources	Nill	31/05/2020	31/05/2020	55	Nill
2020	Webinar on Renaiss	Nill	05/06/2020	05/06/2020	100	Nill

	ance literature					
2020	Webinar on Circular Economy and the economic dimension of sustainability in the Covid era	Nil	07/06/2020	07/06/2020	145	Nil
2020	Webinar on Emotional regulations during Covid-19	Nil	17/06/2020	17/06/2020	315	Nil
2020	Webinar on How Shall the Pandemic End	Nil	24/06/2020	24/06/2020	210	Nil
2020	Webinar on Role of History in Contemporary Society	Nil	26/06/2020	26/06/2020	455	Nil
2020	Webinar on the following topics (i) Emerging Modes of Economic Transaction s at Global, National and Local Levels, Challenges and Opportunities (i i)Economic Way Forward, Post Covid-19 for India and World. (iii)Sustaining High Economic Growth ...	Nil	28/06/2020	28/06/2020	280	Nil

2020	India-Latin America Partnership: A Paradigm for 21st century	Nil	29/06/2020	29/06/2020	130	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refreshers Course on Language and Literature of India	1	16/10/2019	29/10/2019	14
Online Short Term Course in Gender Sensitisation Women Empowerment	1	18/08/2020	20/08/2020	3
Online Interdisciplinary Refreshers course on Changing Perspectives in Pedagogy.	1	08/10/2020	22/10/2020	15
One week online National Level Faculty Development Programme	1	01/06/2020	07/06/2020	7
Workshop on Artificial Intelligence and Machine Learning	1	27/09/2019	28/10/2019	2
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Duty leave to attend	? Availability of food	A two-day training

RC/OP/FDP etc ?  
Availability of food in the college canteen at subsidised rate. ? First aid Facility ? Facility for Maternity leave, child care leave and leave encashment.

in the college canteen at reasonable/subsidised rate. ? First aid facility. ? The non teaching staff have two societies where members contribute a certain amount every month and can avail hassle free loans. ? Financial assistance is provided in case of emergency. ? Festival advance is given to Grade IV Employees

programme on the Basics of Communication and Presentation Skill in association with Entrepreneurship Cell, IIT, Kanpur . ? Taekwondo training course for girl students ? ? Cash awards to meritorious students. ? Availability of food in the college canteen at subsidised rate. ? First aid facility. ? Book bank facility for economically backward students ? Educational tour at concessional rate. ? Fee concession for meritorious and students from economically weak background. ? Financial aids are given to students to participate in various co curricular activities. ? An alumnus sponsors a trophy every year to the best singer of the college to promote upcoming talent of the students. ? Arrangement of Remedial and mentoring classes for 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-a CA Firm. External audit is regularly done by Directorate of Audit (Local Fund) Govt. of Assam and audit for the year 2017-18 is completed. The college also regularly submits its quarterly e-TDS 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
AMTRON, Fishery Department, Govt. of Assam, CBSE ( New Delhi), Gauhati University, SSUHS,	40900	Venue Rent
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

9000000

#### 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	No	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)

? Guardian members of the Governing Body are actively supporting all round developmental activities of the college. ? We invite parents to attend various occasions organised by the college and thus try to maintain a healthy relation with them. ? Parent teacher meetings are conducted at the departmental and personal level to sort out various problems faced by the students. ? The college obtains support and permission for field visit from the parents. ? Accompanying students to competitions like University Youth Festival, and other sports competition. ? Parents visit the NSS camps ? Awareness programme on Covid-19 was organised at Namgaon and in the neighbouring areas by the NSS unit of the college in association with Parent Teacher Association. ? Moreover, Feedbacks are collected from the parents.

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

? Computer experts from S. S. Technology visits the college office from time to time to upgrade the support staff in concerned areas ? Enhancement of salary for the non teaching ad-hoc /temporary staffs was made. ? Residential facility is provided to few support staff.

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

? The college has become a member of National Digital Library and access to e-resources of National Digital Library has been given to the students and faculty members of the college. ? The college has successfully taken part in the NIRF ranking process 2020. ? An MOU has been signed with WWF, India, as a participatory institution and has taken part in its various activities such as the Echo project and Sustainability Week etc ? Two floors of a new multi storied building have been completed with grants from RUSA, State Govt. and Colleges own fund wherein the library has been shifted. ? Construction of three new classrooms and three new laboratories have been completed. ? Construction of new toilets for girls completed ? Front side of the college has been raised and levelled with pavers block. ? Organised awareness programmes on Covid-19 within the city and at Namgaon, the adopted village of the college. ? A number of webinars were organised on different topics. ? The College organised a certificate course on Basic Beauty Care in association with Imagik Beauty Training Institute for developing entrepreneurship skill.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2019	Awareness Programme on Solid and Plastic Waste Management with special reference to Air Pollution . In association with Pollution Control Board, Assam	Nill	11/11/2019	11/11/2019	200
2019	A faculty Development Programme on Management of adolescence Psychological Problems by Dr Mythili Hazarika, Clinical Psychologist. GMCH	Nill	14/11/2019	14/11/2019	60
2019	Certificate Course on Taekwondo for Girl students	Nill	11/11/2019	25/11/2019	16
2020	Swachh Bharat Abhiyan at Guwahati Railway Colony	Nill	16/02/2020	16/02/2020	30
2020	A health awareness programme on breast Cancer in Association with Rodali: A Centre for Cancer Awareness and Counselling	Nill	23/02/2020	23/02/2020	53



2020	Oration on Inculcation of Values Among the Youth	Nil	25/02/2020	25/02/2020	55
2019	Allahabad Bank Organised an extempore speech among the students of our college	Nil	29/10/2019	29/10/2019	50
2019	Certificate Course on Value Education in Association with Vivekananda Kendra.	Nil	30/10/2019	09/11/2019	25
2019	A talk on Value Education By Diganta Biswa Sarma, An eminent social activist	Nil	06/11/2019	06/11/2020	70
2019	Celebration of Rashtriya Ekta Divas: A Run For Unity	Nil	31/10/2019	31/10/2019	100
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Girl students training programme on Food Processing	03/07/2019	01/08/2019	10	0
Certificate Course on Basic Beauty Care	30/10/2019	09/11/2019	25	0
Certificate	11/11/2019	25/11/2019	15	0



	advantages and disadvantages	and contribute to local community					
2019	1	1	19/06/2019	01	1.Declaration of No Horn Zone	Creation of a conducive academic Environment	10
2019	1	1	11/07/2019	01	Awareness Programme on Solid and Plastic Waste management with special reference to Air Pollution	Generating environmental consciousness	200
2020	1	1	21/03/2020	01	Awareness programme on Covid-19 and distribution of sanitizers in Rupnagar	Awareness on Covid-19	55

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

Title	Date of publication	Follow up(max 100 words)
A Handbook on Professional Ethics and Code of Conduct	26/04/2019	Following the publication of the handbook, positive outcome 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 come down. The installation of the Bio metric attendance device have ensured punctuality and

regularity of teachers 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 eve teasing or any other un-professional behavior. The GSCASH (Gender Sensitisation Committee Against Sexual Harassment) cell has also been dealing with such kind of improper behavior.

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

Activity	Duration From	Duration To	Number of participants
.Ten day Yoga classes for the students	15/10/2019	24/10/2019	40
Certificate course on Value Education	30/10/2019	09/11/2019	25
Talk on Inculcation of Values among the Youth	26/02/2020	26/02/2020	60
An online talk on Yoga, a way of Life, delivered from Vivekananda Kendra, Guwahati on International Yoga day	21/06/2020	21/06/2020	55

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

- Organic farming of vegetables.
- Encouraging bike pooling and cycling.
- Declared the college campus as Plastic Free Zone
- Use of public transport by teachers once a week
- Generating awareness on the need of environmental awareness during classroom lectures time to time.

## 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 for the growth of the ethnically diverse

section of students. 4. To equip the students with the coping skills needed to survive in a diversified society. 5. To remove stereotypes about the diverse groups. 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 feel motivated to deliver their best. Inclusiveness also creates reciprocal understanding among diverse groups. The hitherto marginalized voices are not only invited but actively encouraged to state their perspectives.

**The Context:** Contextual features and challenging issues that needed to be addressed in designing and implementing the practice. With its largely diversified campus population belonging to various ethnic tribes spread across the entire North East, meeting goals of inclusion has many challenges:

1. **Language barriers:** Linguistic difference is a major challenge. From different ethnicities, the familiarity of the ethnic students with the local language is less. This linguistic alienation hampers bonding with the students from non-diverse groups.
2. **Lack of acceptance:** Students from the ethnic minorities experience a lack of acceptance in an alien campus setting and take time to gradually open up.
3. **Ethnic Conflict and tension:** Students from ethnically marginalized spaces feel vulnerable to different forms of aggression 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. Integral to furthering that mission is supporting efforts to create diverse and welcoming campus communities. Student body diversity is important 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 and enables them to become good citizens in an increasingly complex, pluralistic society besides fostering mutual respect and teamwork.

Another constraint linguistic barrier. 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 in an ethnically diverse campus population of S.B.Deorah College has yielded positive. 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 display their rich folk culture, songs and dances in college functions.
3. Encouraging participation of students in student's body elections of the college as candidates.
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 t Cells to make their learning experience smooth.

5. Cultural rallies and processions during college functions showcasing the rich and varied ethnic landscape of the north east.
6. Handloom and Handicraft exhibitions and food festivals to showcase the culture of

different tribes and sub tribes of the region. 7. Students are encouraged to publish their write ups and articles written in their own languages in the college magazine. Problems encountered Putting into practice the inclusionary efforts and initiatives within a largely diverse academic campus gives rise to:

**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.

**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.
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. 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 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. The procedures associated with processes such as administration, teaching, examination and support have grown manifold using digital tools. Going paperless essentially means adopting a digital system that allows for the electronic creation and storage of documents. 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. Departmental whatsapp groups can keep students updated about departmental news besides facilitating speedy exchange of information -both academic and non academic. The adoption of online approach in teaching learning process reduces paper consumption. Uploading reading materials, online submission of assignments and projects, online evaluation and grading has reduced paper consumption. Besides the digital library has allowed access to multiple e learning sites like Nlist, Sodhganga etc to both teachers and students and lessened the dependence on printed books. Easy availability to Question banks at the click of a button has minimised the need for photo copies. Information related to academic matters like time table, conduct of exams, organizing webinars is also shared online. Filling up of students and parents feedback forms, survey questionnaires, issue of certificates are done online thereby limiting the use of paper.

**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. 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. Online learning makes it difficult for the teacher to track whether the student is really engaged or attentive during the lecture. Face to face classroom is livelier and more intellectually stimulating. Technological challenges like connectivity power failures, errors and malfunctions also hamper instruction. Trained personnel to instruct the users, including students, teachers and office staff efficiently handle technology for dissemination of knowledge is an urgently felt need. Further upgrading of technological infrastructure can also help in the smooth implementation of the practice.

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

### 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/part-time) only 5 are male. In the Science stream, there are only three male teachers in a female dominated workforce. Consequently, all the Committees and Cells meant for administrative purpose are largely female dominated. Teacher representatives to the Governing Body are female. Even, the Co-ordinator 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', 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](https://sbdeorahcollege.org.in/wp-content/uploads/2019/12/Institutional-Distinctiveness_final.pdf)

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

1. Introduction of Internet Lease Line (ILL) in the campus for effective use of computer laboratory, office, online class and video conferencing.
2. Construction of more class room in the college
3. Vertical extension of two more floors in the new academic building with funding from RUSA and state government.
4. Renovation and modernisation of the college auditorium.
5. Digitalisation of college library.
6. Introduction of NCC in the college.
7. For construction of a boys' hostel college will approach to district administration for fresh demarcation of a plot of land which was already allotted to the college by government of Assam in 1987.
8. Construction of new science laboratory.
9. Planned for alternate entrance to enter in new academic building.
10. Literary campaign will be organised in different slum areas of greater Guwahati by NSS unit of the college.
11. A committee has been formed to carry on Unnat Bharat Abhiyan.
12. A Committee has been formed to establish an Incubation Centre in the college.
13. It is decided to organise two National Seminar/Webinars on the month of January and March 2021.
14. A workshop on Intellectual Property Rights will be organised.
15. Awareness programs on Environmental issues will be organised in the nearby schools and in the adopted village.
16. Drinking water facilities will be arranged for the people of adopted village by the teaching staff. A sewing machine will also be donated for the women of the village.
17. The teaching staff of the college will donate a sewing machine to Kalyani Niwas, a shelter home for girls.
18. A cloth distribution program for the street living people will be organised by Extension Cell.
19. Alumni of the college will be invited for delivering lecture on some important topics for the students.
20. The Assamese Department will organise a national seminar in collaboration with Assam Sahitya Sabha.
21. Online classes for the aspiring students who are willing to appear for the competitive examinations will be started from the month of January, 2021.
22. The Women Cell of the College will start a Legal Support Information Unit for the girl students and the society in general.
23. A number of Skill Enhancement Courses have been introduced in the college and along with that a number of vocational courses on Cutting-Tailoring, DTP, Proof Reading, Data Analysis, Public Speaking Skill will be started from next session.
24. Each year Education Department of the college has arranged a Handicraft Exhibition Cum Sale, Because of the heavy demands of the commodities the department has decided to carry on the project on commercial basis.
25. A festival will be arranged to display cultural varieties of the North Eastern states.