



# YEARLY STATUS REPORT - 2021-2022

## Part A

### Data of the Institution

#### 1. Name of the Institution

S. B. DEORAH COLLEGE

- Name of the Head of the institution **Dr. Dharmendra Nath**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **7002918770**
- Mobile No: **9435024667**
- Registered e-mail **sbdeorahcollege@gmail.com**
- Alternate e-mail **iqac.sbdc@gmail.com**
- Address **Ulubari, G. S. Road**
- City/Town **Guwahati**
- State/UT **Assam**
- Pin Code **781007**

#### 2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Gauhati University**
- Name of the IQAC Coordinator **Dr. Sagar Sharma**
- Phone No. **8724829344**
- Alternate phone No. **03613511878**
- Mobile **8638493107**
- IQAC e-mail address **iqac.sbdc@gmail.com**
- Alternate e-mail address **sbdeorahcollege@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

[https://sbdeorahcollege.org.in/asets/resources/2022/07/AQAR\\_2020-21\\_final.pdf](https://sbdeorahcollege.org.in/asets/resources/2022/07/AQAR_2020-21_final.pdf)

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://sbdeorahcollege.org.in/asets/resources/2022/12/Academic-Calendar-2021-22.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C++</b>	<b>66.75</b>	<b>2005</b>	<b>28/02/2005</b>	<b>27/02/2010</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.46</b>	<b>2015</b>	<b>15/11/2015</b>	<b>31/12/2022</b>

**6. Date of Establishment of IQAC**

**15/05/2006**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S. B. Deorah College	National Webinar	Indian Council of Social Science and Research	2021 365	27,000
S. B. Deorah College	National Service Scheme (NSS)	National Service Scheme	2021 365	89,000

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **12**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

1. The IQAC in association with Institution's Innovation Council has taken several initiatives to instill the habit of entrepreneurship and innovation among students. It has conducted several orientation programmes and workshops related to it. Some of the organised programmes include (i) Workshop on "Innovation and Entrepreneurship as Career Opportunities" (12th June 2021) (ii) Orientation Programme on Entrepreneurships & Innovation (24th July 2021) (iii) Motivational Session by a Successful Entrepreneur (23rd November

2021) (iv) Workshop on Session on Problem Solving and Ideation, (19th February 2022) (v) My story-motivational session by a successful startup (24th February 2022) (vi) UDDAN, A Workshop on Design thinking and Entrepreneurship (30th May 2022) (vii) Impact lecture Series by entrepreneurs (29th June and 15th July 2022) (viii) Workshop on Business Model Canvass (12th July 2022) and (ix) Workshop on process design and development (16th July 2022).

2. IQAC is actively involved in celebrating days of national and international importance. Some of the events celebrated in the current year within and outside the college include Republic Day, National Science Day, International Women's Day, World Environment Day, International Yoga Day, Azadi ka Amrit Mahotsav, World Photography Day, National Sports Day, National Unity Day, Navy Day, NSS Day, Gandhi Jayanti etc.

3. During the second wave of covid-19, at the initiative of IQAC, the NSS Unit of the college and the Extension Education Cell were actively involved in community service. It distributed clothes, medicines and food to the needy people during the Covid -19 enforced lockdown period. In addition, during the year, several extension activities such as blood donation camps, AIDS awareness programme, Cleanliness drive, were undertaken by NSS and Extension Education Cell in association with IQAC.

4. IQAC prepared academic calendar, collected feedbacks from all stakeholders of the college including students, teachers, alumni, non-teaching staff and parents. With the active cooperation of the teachers and committees for various activities, IQAC was involved in conducting career counselling sessions for students, certificate courses, skill development programmes, publishing Chronicler, the annual bulletin of the college. IQAC conducted faculty development programmes on Learning Attributes in Higher Education and organised workshops for teachers to upskill them to fully use ICT during teaching-learning process.

5. IQAC took initiative in signing MoUs with colleges and carried out various activities under MoUs. It conducted Green and Environment Audit by external agency.

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

Plan of Action	Achievements/Outcomes
Certificate Courses	IQAC in association with various departments of the college conducted several certificate courses for the benefit of students. These certificate courses are on- (a) Functional Assamese (b) Ecosystem Management (c) Web Page designing using HTML (d) Natural Resource management (e) Tally
Programme on Entrepreneurship and Innovation	Several workshops, lectures, impact lecture series were conducted by Institution's Innovation Council (IIC) in collaboration with IQAC throughout the year to encourage and inculcate the spirit of entrepreneurship and innovation among the students.
Programmes on Career Opportunities	A series of programmes on career opportunities such as workshop, placement drive, webinars etc. were organized. Some of the representative events include (a) Online programme/session on "Exploring Career opportunities after graduation" (b) Online talk on Equal Opportunities in the Field of Law (c) Online talk on CV Writing and facing Interview (d) Webinar on Commerce Education in North-East India and Career (e) Placement drive for 6th Semester and outgoing students (f) "Earn while you Learn", an exhibition cum sale programme for the students (g) Workshop on "Preparation for Civil services Examination".
NSS Activities and Extension Activities	The NSS unit of S.B Deorah College organized several

community service drive during Covid-19 pandemic to mitigate the hardship face by people in the city. Some of the initiatives include (a) Distribution of old clothes, mosquito nets, food items etc. among the poor and street children (b) Awareness programme on vaccination and distribution of Handmade cotton masks and sanitizers (c) Distribution of Ration kits to some economically backward families of Namgaon (d) Plantation drive, Cleanliness drive, (e) Blood donation (f) Special Camp at Namgaon (g) An "AIDS Awareness Run". The Extension Education Cell carried out several extension activities during the year such as (a) Food and cloth distribution among the marginalized and homeless people (b) Awareness programme for the women domestic helpers (c) Construction of urinals at the adopted village, Namgaon (g) Flood relief camp for the victims of Hathiana village of Kamrup district (rural).

#### Seminar/Talk/Workshop

Some of the representative seminars, workshops, talks that were organized included a) Workshop and Webinar on Intellectual Property Rights b) National Webinar on "Indian Diversity: Its Challenges and Prospects", c) Webinar on "Laws related to Women: Its Practicability" d) One-day workshop on "Hands-on training on Bioinformatics tools and techniques" e) A talk on My story-motivational session by a successful entrepreneur f) A

	Talk on "Nature-based solutions: Answers to global Societal Challenges" h) A talk on "Microfinance and Financial Inclusion" i) Five-day Workshop on Yoga
Construction	(a) A boundary wall on the western side of the college campus was raised with a gallery for sitting purpose of students. (b) Six cubicle rooms were set-up in the administrative section of the college. (c) A new computer laboratory was set up with a set of nine computers for Science Stream especially for the utilization of Mathematics Department.

**13. Whether the AQAR was placed before statutory body?** Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	17/12/2022

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>S. B. DEORAH COLLEGE</b>
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• Alternate phone No.	03613511878
• Mobile	8638493107
• IQAC e-mail address	iqac.sbdc@gmail.com
• Alternate e-mail address	sbdeorahcollege@gmail.com
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/07/AQAR_2020-21_final.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/07/AQAR_2020-21_final.pdf</a>
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NSS Activities and Extension	The NSS unit of S.B Deorah

<p><b>Activities</b></p>	<p>College organized several community service drive during Covid-19 pandemic to mitigate the hardship face by people in the city. Some of the initiatives include (a) Distribution of old clothes, mosquito nets, food items etc. among the poor and street children (b) Awareness programme on vaccination and distribution of Handmade cotton masks and sanitizers (c) Distribution of Ration kits to some economically backward families of Namgaon (d) Plantation drive, Cleanliness drive, (e) Blood donation (f) Special Camp at Namgaon (g) An "AIDS Awareness Run". The Extension Education Cell carried out several extension activities during the year such as (a) Food and cloth distribution among the marginalized and homeless people (b) Awareness programme for the women domestic helpers (c) Construction of urinals at the adopted village, Namgaon (g) Flood relief camp for the victims of Hathiana village of Kamrup district (rural).</p>
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Construction	<p>(a) A boundary wall on the western side of the college campus was raised with a gallery for sitting purpose of students. (b) Six cubicle rooms were set-up in the administrative section of the college. (c) A new computer laboratory was set up with a set of nine computers for Science Stream especially for the utilization of Mathematics Department.</p>
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	17/12/2022
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-2021	26/02/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>On achieving the status of an autonomous institution, the courses of various programmes will be restructured to integrate them into UG+PG formats, with prospects of pursuing doctoral research as envisaged by NEP</p>	

A number of skill-based (tied to market requirements) courses will be introduced systematically to facilitate student participation from multiple disciplines. In addition, students will be encouraged to acquire credits from multiple approved courses and programmes available through digital and non-digital platforms.

Being an affiliating institution of Gauhati University, there are limitations on the institution's ability to introduce new curricula. But from within the available courses, students are encouraged to participate in the local surroundings through socio-economic surveys, extension drive in the neighbourhood like periodic 'safai abhiyans', distribution of clothes, teaching primary school students, organising plantation drives, organising Camps in the adopted village of Namgaon, organising blood donation camps etc. Most of these activities are carried out by the NSS and NCC Unit of the College in collaboration with the Education Services cell.

The institution's participation in the Multiple entry-exit systems in the short term would be based on the approach adopted by Gauhati University. On achieving autonomy, the College would actively participate in the ABC (Academic Bank of Credit) system to effectively implement multiple entry and exit of students. A coordinating body would be established to monitor the smooth transfer of credits to eligible students. An administrative structure with a dedicated database system would also be established as required.

Through periodic analysis of slow learners and socio-economically backward students, the institution would strive for the completion of courses by such students through calibrated use of multiple entry and exit systems.

As a part of their coursework, students have to carry out household surveys to assess, evaluate and analyse problems existing at the local level. The skills developed by the students through these surveys can be productively employed to collect real-time data on more pertinent issues and search for measures and solutions at the local level. And if these solutions are insufficient, then flag the issue at the appropriate statutory level.

The SEC courses, as a part of the CBCS syllabus, of the College enable students to take up these subjects from multidisciplinary backgrounds. For instance, courses like "Video editing for Social

media", "Latex and HTML", "Intellectual Property Rights", "Public Opinion and Survey" etc. attract students from across disciplines.

For the holistic development of students, the College has an active NCC unit which enable students to develop qualities of discipline, leadership, sportsmanship, community service and above all the sense of patriotism towards the nation. Student members of the unit take active part in celebrating Republic Day and Independence Day.

The College is also home to two active NSS units with more than 150 volunteers. These volunteers played an important role in providing food packages and meals to the needy during the period of the pandemic. Besides, they also play an important role in the "Swatch Bharat Abhiyan" by keeping the campus and its surrounding areas clean and green.

#### **16.Academic bank of credits (ABC):**

The institution's participation in the Multiple entry-exit system would be based on the approach adopted by Gauhati University. As and when introduced by Gauhati University, the College would actively participate in the ABC system to effectively implement multiple entry and exit of students. A coordinating body would be established to monitor the smooth transfer of credits to eligible students. An administrative structure with a dedicated database system would also be established as per requirement. Newly inducted students would be made aware about ABC during the orientation and induction programme so that they could make informed choices about their academic careers. Other initiatives to be undertaken by the college for effective implementation of ABC will include: (i) the development of a proper mechanism to address grievances/appeals related to ABC (ii) sensitizing students about SWAYAM Courses to earn credits by completing MOOC programmes offered in the portal.

#### **17.Skill development:**

NEP 2020 puts emphasis on internships to link industry with academic institutions so that students have industry-related and market skills by the end of their respective programmes. The institution aims to impart internship training to all students to enhance their employability after graduation. The Institution will try to impart knowledge to help students compete in the fast-paced digitalized world and create opportunities to enhance student employability through online sources. It will offer more



options for Skill Enhancement Courses which focus on real-world skills and competency development. A modest effort in this regard has been initiated through collaboration with KID-Veda, an online platform for online education, through which three students of the College were offered internships to provide knowledge of ABACUS through the platform.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The institution has various institutionalised practices in place to promote, preserve and spread knowledge and values which are integral to the Indian Knowledge System. Some of the significant ones include:

1) Observance of International Yoga Day every year on the 21st of June. This year the day was observed in collaboration with Vivekananda Kendra Institute of Culture, Guwahati, in which instructors from the institute provided guidance to both students and faculty members on appropriate methods of practising Yoga. The observance was preceded by a 5-day workshop on practising Yoga.

2) The College maintain and preserves a folklore museum within its premise which showcases the customs and traditions of different communities of Assam. The museum is accessible to students and outsiders within prescribed time limits.

3) The College also regularly observes ethnic festivals such as Bathou puja, Me-Dam-Me-Phi, Ali-Aye-Ligang, Rongali Bihu etc. by organising cultural programmes, talks and symposia depicting the significance and importance of these festivals in which both students and teachers take active part. In addition, being an ethnically diverse institution, students are provided platforms to exhibit their rich cultural heritage through events like ethnic festival, traditional dance competition etc.

4) Teachers of the Department of Assamese play an important role in preserving and promoting Assamese language through regular publications in the form of books, poetry collections, memoirs, and research articles. They also provide a certificate course of functional assamese to non-assamese speaking students, in collaboration with extension education cell of the College, to improve the communication skill of these students.

5) To cater to their linguistically diverse classroom, teachers

deliver their lectures in multi-lingual modes to increase interaction and comprehension of the courses taught among students.

The institution has also earmarked certain plan of action from a long-term perspective. Some of the significant ones include:

- 1) Students of the college will be encouraged to apply for courses offered by the Indian Traditional Knowledge Systems (Bharatiya Gnana Parampara) Division of Ministry of Education (MoE), Government of India.
- 2) The college plans to collaborate with partner institutions through MOUs to provide facilities to the students to have access to courses and programmes related to Indian Knowledge System. They will also be guided to opt for courses based on Indian Knowledge System which is available in Swayam portal.
- 3) The college aims to open Sanskrit/Hindi department in the upcoming years subject to approval from competent authority.
- 4) Documentation and archiving of traditional knowledge of ethnic communities through research and seminars would be started gradually.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The College strongly supports OBE and will take a pragmatic approach towards it. The curriculum designed by Gauhati University comes with clearly defined learning outcomes or course outcomes (COs) for each course; COs, then can be mapped to the Programme Outcomes (POs), which are assessable continuously and comprehensively.

The teaching and learning process of the college focuses on helping the students to attain the pre-defined learning goals and engage them in learning activities through a specially designed teaching process. Along with traditional classroom teaching, students are encouraged to have more active involvement in the learning process. For this, various student-centric methods are adopted which naturally integrate experiential learning, participative learning, and problem-solving techniques. Furthermore, the college has mechanisms to identify and improve the slow learners along with enhancing the ability of the advanced learners by giving them more responsibilities in the learning process. The evaluation process of the college also has

a systematic and robust framework. Along with the sessional examination and final semester examination, there are provisions for internally assessing the progress of the student by involving them in group discussions, project writing, home assignment, presentation etc.

Some of the best practices of the college pertaining to the OBE are:

1. All the departments organize an orientation programme, at the beginning of the year for the first-year students, where COs and POs are clearly stated and students are made aware of what is expected of them at the end of the programme.
2. As a part of experiential and participative learning, various departments regularly organize field trips, excursions etc. where students get a chance to reflect on their experience and learn.
3. NSS and Extension Education cell of the college, involves the student volunteers in some extracurricular and extension activities where they get firsthand experience in solving real-life problems.
4. The College also has a systematic procedure to evaluate the attainment of COs and POs, which are analyzed and necessary steps are taken to improve if required.

## **20.Distance education/online education:**

S B Deorah college is proactive in developing its pedagogy by taking prudent measures to integrate technology with its teaching-learning activities. Along with the traditional blackboard, classrooms have been upgraded with an LCD projector and digital interactive panel to make classes more interactive and interesting. During the pandemic, a special online workshop, on the use of ICT tools for effective teaching, was organized for the faculty members by the teaching-learning centre, Tezpur University, in association with IQAC, S. B. Deorah College. The teachers also use diverse screencasting software such as CamStudio, Screencast-O-Matic, ShareX, Presentation tube, OBS studio etc. to prepare e-contents which are attractive as well as less time-consuming. Various e-contents are prepared by the teachers and uploaded in the college portal [sbdeorahonline.in](http://sbdeorahonline.in) as

well in the college YouTube channel S. B. Deorah College, which are available for the institute's students as well as for other colleges and students.

The institution has adopted a few practices which are being followed to transform education through the integration of technology.

a) The College has a modern fully computerized central library having more than 15900 collections of text and reference books. The library regularly subscribes to the latest publication of books in different subject areas for Arts, Science and Commerce streams. Besides books, the library also subscribes to a good number of periodicals and research journals pertaining to different subjects taught in the college. The library has been using SOUL 3.0 Library Management Software developed by INFLIBNET Centre since 2009. OPAC is available in the library and helps search books. WebOPAC facility is available to access the library catalogue from remote locations. The library provides free Internet facilities to the students. The library has Book Bank Facility for students belonging to the economically weaker sections. The facility to access various online e-resources through INFLIBNET's N-LIST programme is available. The library also has an Institutional Repository (IR) cum Digital Library where publications of the college are digitised.

b) Various e-contents are prepared by the teachers and uploaded in college portal [www.sbdeorahonline.in](http://www.sbdeorahonline.in) as well as in the college YouTube channel S.B.Deorah College, which are available for the institute's students as well as for other colleges and students.

c) In order to promote higher education in Distance mode, two study centers have been set up at the S. B. Deorah College under Krishna Kanta Handiqui State Open University (KKHSOU) and Gauhati University- Institute of Distance and Open Learning (GUIDOL). A total 232 number of students are enrolled in the study center of KKHSOU in the last five years and 41 students are enrolled in the study center of GUIDOL in the year 2019.

## Extended Profile

### 1.Programme

1.1	551
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	1185
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	603
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	408
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	63
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	55
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	32
4.2 Total expenditure excluding salary during the year (INR in lakhs)	45.53022
4.3 Total number of computers on campus for academic purposes	62
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The college follows the curriculum prescribed by Gauhati University. In the beginning of the session, Academic Meetings are held to chalk out the plan for the academic year. Some elements of planning include:</p> <ul style="list-style-type: none"> <li>• Organising Induction programme for newly admitted students,</li> <li>• Preparation of Academic calendar and Institutional time table,</li> <li>• Guidelines for maintaining Lesson plans, Teachers' Logbooks, and Students' attendance records for effective curriculum delivery.</li> </ul> <p>Planning is followed by implementation of the curriculum delivery process where focus is on Teaching methodology and Learning enrichment.</p> <ul style="list-style-type: none"> <li>• Teachers plan their lectures according to the prepared Lesson plans. Study materials are uploaded online in the portal of the college and online classes are also arranged for students seeking additional support.</li> <li>• Students are allowed to learn by questioning, experimenting</li> </ul>	

etc. Project works are assigned to students on various relevant topics; Study tours and field trips are arranged annually; On-field surveys are compulsorily undertaken in Environmental Studies subject.

- As an addition to the teaching methodology, learning enrichment steps are undertaken such as inviting guest lecturers, organising workshops, certificate courses, competitions.

To facilitate the understanding of students, doubt-clearing sessions are also arranged. The curriculum delivery process ends with assessing performance of students through Assignments, Internal exams, Class tests etc.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">Nil</a>

#### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Academic Calendar of the institution largely modelled on Gauhati University academic schedule is designed to ensure the smooth functioning of the institution. It aspires to facilitate a holistic development of the students in both curricular and co-curricular aspects. The college prepares its academic calendar well in advance every year by selected faculties enlisted for the purpose. Once drafted and approved, the same is distributed among the students as well as is uploaded in the college website. Also it is displayed in the notice board besides being circulated amongst students through Departmental WhatsApp groups.

The Academic Calendar contains the timeline of the curricular, co-curricular and extracurricular activities of the college. The academic calendar contains information regarding:

- Number of working days and holidays.
- Internal assessment including schedule of sessional tests, assignments, practicum, and university exams are included. Various scholastic activities like departmental seminars, field visits are also timed in accordance with the academic schedule.

• It also lists various events and dates of celebration of national, state and institutional importance. Some of the days of state/national days of commemoration are celebrated in the college.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://sbdeorahcollege.org.in/academic-calendar/">https://sbdeorahcollege.org.in/academic-calendar/</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

17



File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

7

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

515

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

515

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum of our institution is set by Gauhati University which has programmes that inculcate relevant crosscutting issues.

Apart from the academics, the institution also tries to support the curriculum with different initiatives for integrating human values, ethics, gender, environment and sustainability for the holistic development of the students. The institution also has an active NSS unit.

All the relevant issues are embedded in different courses and programs of the institution. Following are examples of some of the curriculum and curriculum-supporting initiatives:

- Environment and Sustainability
  - Environmental Studies is a compulsory course for all undergraduate courses.
  - B.A. Economics: Environmental Economics.
  - B. Sc. Chemistry: Industrial Chemicals and Environment.
  - Certificate course on Ecosystem Management conducted by the Departments of Environmental Studies and Botany in association with IQAC.
  - Certificate course on Natural Resource Management conducted by Department of Botany.
  
- Gender Sensitization
  - B.A. Education: Women and Society
  - B.A. English: Women's Writing.
  - Women Cell activities
  - Extension Cell activities
  
- Human Values
  - B.A. Education: Value and Peace Education
  - B.Com: Management Principles and Applications, Human Resource Management, Business Communication
  
- Professional Ethics
  - B.Com: Business Organization and Management, Auditing and Corporate Governance

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

651

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>B. Any 3 of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 353 529 421">File Description</th> <th data-bbox="529 353 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 529 524">URL for stakeholder feedback report</td> <td data-bbox="529 421 1436 524"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 524 529 743">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="529 524 1436 743"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 743 529 846">Any additional information(Upload)</td> <td data-bbox="529 743 1436 846"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	<a href="#">View File</a>	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>	Any additional information(Upload)	<b>No File Uploaded</b>	
File Description	Documents								
URL for stakeholder feedback report	<a href="#">View File</a>								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>								
Any additional information(Upload)	<b>No File Uploaded</b>								
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 1021 529 1088">File Description</th> <th data-bbox="529 1021 1436 1088">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1088 529 1191">Upload any additional information</td> <td data-bbox="529 1088 1436 1191"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1191 529 1339">URL for feedback report</td> <td data-bbox="529 1191 1436 1339"><a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/FEEDBACK-REPORT-2021-22.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/FEEDBACK-REPORT-2021-22.pdf</a></td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	<b>No File Uploaded</b>	URL for feedback report	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/FEEDBACK-REPORT-2021-22.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/FEEDBACK-REPORT-2021-22.pdf</a>			
File Description	Documents								
Upload any additional information	<b>No File Uploaded</b>								
URL for feedback report	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/FEEDBACK-REPORT-2021-22.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/FEEDBACK-REPORT-2021-22.pdf</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>									
<b>2.1.1.1 - Number of sanctioned seats during the year</b>									
<b>490</b>									
<table border="1"> <thead> <tr> <th data-bbox="86 1697 529 1765">File Description</th> <th data-bbox="529 1697 1436 1765">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1765 529 1832">Any additional information</td> <td data-bbox="529 1765 1436 1832"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 1832 529 1944">Institutional data in prescribed format</td> <td data-bbox="529 1832 1436 1944"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Any additional information	<b>No File Uploaded</b>	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<b>No File Uploaded</b>								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of</b>									

supernumerary seats)

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

283

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Our college trails an equitable and honest academic approach in assessing the students of various abilities and requirements. Students' learning ability are initially assessed according to the marks scored in Class 12 board exams. Various other methods are opted to assess their learning levels, viz., real-time assessment during classroom teachings, quizzes, sessional exams, Home-Assignments, Projects, Seminars, Field studies, Group discussions, Mentoring. The advanced and slow learners are categorized accordingly depending on the methods mentioned above.

Slow learners:

1. Departments conduct Remedial classes for the slow learners
2. The critical topics are taught and revised according to the pace of the slow learners.
3. They are encouraged to interact with teachers during the college hours for any doubts.
4. They are encouraged to work in teams with advanced-learners.
5. Lessons are taught in multiple languages, so that the language is not a barrier for them.
6. Parents of slow learners are contacted at regular intervals.

Advanced learners:

1. Students are encouraged to participate in cocurricular activities such as quiz, debate, extempore and represent the college at various competitions.
2. Advanced-level study materials are provided.
3. Students are engaged in various course-specific research projects, seminars and surveys.

4. They are engaged to interact with slow learners for peer-learning.
5. Meritorious students are felicitated.

File Description	Documents
Link for additional Information	<a href="#">Nil</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1185	63

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The departments adopt various methods of experiential learning including hands-on training and practical experiments for UG courses, field trip, industry -community research projects, interactive sessions, and excursions to enhance their learning experience.

For instance, Department of Botany organized two-days field trip (15th-16th December 2021) to Central Agricultural University, Meghalaya to provide them exposure on scope of higher studies and enhance their knowledge on plant diversity, ecology, horticulture. Students from Department of Zoology went for a field trip to Orang National Park (13th November 2021) where they learned about wild fauna and flora, ecosystem types and different conservation practices. The department organized field trip to Indian Museum (Natural History Museum), Kolkata from 6th-10th June, 2022, where the students learnt about evolution, fossils and natural history of India.

To encourage participatory learning among the students, departments conduct and motivate students to participate in group discussion, project writing, seminar paper submission and

presentation, quiz and extempore speech, preparation of wall magazine.

Problem solving skills are a critical part of daily life both as individuals and organizations. NSS and extension education cell involved student volunteers in solving real life problems (distribution of essential items, operation of helpline number, blood donation, AIDS awareness programme) etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/2.3.1-supporting-document.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/2.3.1-supporting-document.pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teachers use various ICT tools such as digital interactive panels for effective delivery of lectures. Other ICT platforms such as Jam board, Pen-tab, Google Classroom, Google Meet, Zoom, Whatsapp are an integral part of teaching-learning process in the college.

Teachers are regularly imparted training on the use of interactive panels and online platforms. To encourage the use of ICT enabled tools, an online workshop on ICT tools for effective teaching was organised by Tezpur University in association with S.B. Deorah College from 31st May-1st June 2021. The workshop familiarized the teachers with google classroom, and its implementation on collecting assignments, conducting quiz etc.

The teachers use screen casting software such as CamStudio, Screencast-O-Matic, ShareX, OBS studio etc. to prepare e-content for the class. Tools such as Quizziz, Kahoot are used to conduct online quiz for specific subjects. The e-content, e-books are shared using cloud storage such as Google drive, Microsoft One drive, Dropbox among others. Various e-content are prepared by the teachers and uploaded in college portal, YouTube channel of the college which are available for students of other colleges also.

Students are encouraged to use INFLIBNET N-LIST resources,

National Digital Library, Swayam portal for broadening their understanding in each topic.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/2.3.2-supporting-information.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/2.3.2-supporting-information.pdf</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

59

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

55

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)



**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

23

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers**

670

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college follows the internal evaluation mode as prescribed by Gauhati University and the sessional exams dates are mentioned in the college academic calendar. Except the skill enhancement course, 20 marks is allotted for the sessional exams of entire UG course. Marks scored in respective courses in the sessional exam are displayed in the college notice board and are also uploaded in the college portal. Special sessional exams are conducted for dropout students and for those students who miss the exam due to extra-curricular activities such as NCC.

The marks obtained in the sessional examination are converted as per G. U. regulation (4 marks for attendance, 6 marks for assignment/ presentation and 10 marks for the sessional

examination) and are uploaded in the GU portal for the end-semester results. The marks for assignment are allotted according to the performance of the students in home-assignments, class assignments, quizzes or seminar presentations. In lieu of assignments, departments conduct project works and field work as well.

The laboratory activities and exams of courses having practical components are conducted in respective laboratories. The answer scripts of laboratory exams are evaluated and the viva voce are conducted along with external examiner appointed by Gauhati University.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">Nil</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

For internal sessional examination, a committee is constituted by the principal for the smooth functioning of the exam. The committee is given full responsibility and authority so that it can perform its duties with objectivity, transparency and reliability.

1. After the internal exam is over, respective departments evaluate the answer scripts and marks are displayed in the college notice board. The marks are also shared in the WhatsApp group of the students and uploaded in the college portal.
2. Students are shown their evaluated answer scripts so that they can individually check their marks and clear their doubts related to evaluation of marks.
3. If any student is not satisfied with the obtained marks, he/she can approach the respective head of the departments for redressal of their grievances by submitting the grievance form available in the college website as well as respective departments.
4. The grievance application is attended and resolved within three days. The respective teachers re-examine the answer script and make necessary corrections, if any. Student is again showed his/her answer sheets and change in marks is recorded in the sessional exam register of the departments.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://www.sbdeorahcollege.org.in/assets/resources/2022/11/Internal-Assessment-Grievance-Form.pdf">https://www.sbdeorahcollege.org.in/assets/resources/2022/11/Internal-Assessment-Grievance-Form.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Students are made aware of the Programme and Course outcomes through multiple means. Before taking admission, the applicants take a glimpse of programme specific outcomes and course outcomes from the college website. This process enables students to make proper choices regarding the Programmes and Courses keeping in view their future goals.

The College organises Induction meeting for the Freshers of B.A, B.Com, and B.Sc stream separately. The principal along with librarian and faculty members clearly explain the details of the programme and course outcome to the freshers. The departments conduct orientation programme on course outcomes for the students before the start of the regular classes in every semester. The departments discuss and clarify doubts regarding course outcomes as outlined in the Gauhati University Syllabus to the students in their classes as well.

Teachers are made aware of changes to Programme and Course outcomes through periodic Faculty Meetings which are chaired by the principal. The teachers evaluate attainment of the course outcomes at the departmental meetings and take necessary measures accordingly. In addition, if significant changes in course and programme outcomes are introduced by the Gauhati University, faculty members are oriented to the changes by competent resource persons from University.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="#">Nil</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

#### 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Every course has specific set of learning goals which is mapped to program outcomes and program specific outcomes. The college has in place a very systematic and robust procedure to evaluate the attainment level of the POs and COs.

1. Depending on the requirement of the course, teacher conducts class test, surprise test, home assignment, seminar presentation as an evaluation method. Along with classroom interaction, these methods help the teacher to continuously monitor the progress of the students.
2. For every semester there is a sessional examination conducted for each course, where the question paper is set such that it will give a quantitative measurement of how well the course outcome has been achieved. If the attainment level is poor in a particular course, the teacher takes adequate measures to improve learning of students.
3. At the end of each semester, all the students sit for a final examination conducted by Gauhati University, to which the college is affiliated to. Performance in this examination gives a direct measurement of attainment level of course outcome and program outcome.
4. After completion of various programmes by various students, all the department collect information regarding the progress of their departmental alumni and find out to what extent they are successful in life. Students admission in various higher educational institution as well as their entry in various professional services also reflect their performance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/2.6.2.-supporting-doc.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/2.6.2.-supporting-doc.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

**331**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Paste link for the annual report	<a href="https://www.sbdeorahcollege.org.in/assets/resources/2023/06/Annual-Report-SBDC-2021-2022_Final.pdf">https://www.sbdeorahcollege.org.in/assets/resources/2023/06/Annual-Report-SBDC-2021-2022_Final.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://sbdeorahcollege.org.in/assets/resources/2022/12/2.7-STUDENT-SATISFACTION-SURVEY.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

**NIL**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

**NIL**

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">Nil</a>

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

**41**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

18

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

26

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities****3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

S B Deorah College is doing commendable works toward community service to sensitise the students to social issues for their holistic development. The College through IQAC, NSS, NCC, Extension Cell, Women Cell, Teachers' Unit, and Students Union etc have been serving the society through various extension and outreach activities. The activities like providing flood relief, voluntary blood donation, Plogging Drive, working for Persons with Disabilities, Swachata Abhiyan, plantation drive, awareness programme on health and sanitation, dissemination of culture, working for street children, awareness programme on gender issues are organised on regular basis by the college. The college also celebrates different commemorative days both on and off the college campus. The activities are conducted in collaboration with

communities and Govt and Non-Government Organisations.

The college has a very vibrant NSS unit. The NSS volunteers offered tireless service to the needy during Covid pandemic. They distributed food, mask and ration kits in and around Guwahati city. They have opened a helpdesk to offer Covid related help and guidance. The NSS unit organised various programme like Entrepreneurship Development Training of the village youth, Awareness against substance use, awareness programme on Menstrual Hygiene for women, etc at Nangaon, the adopted village of the college.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/3.3.1.-additional-information-QLM-Copy.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/3.3.1.-additional-information-QLM-Copy.pdf</a>
Upload any additional information	No File Uploaded

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

33



File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

817

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

13

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance,

**other universities, industries, corporate houses etc. during the year**

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

**The college has adequate infrastructure and physical facilities:**

- There are 25 well-furnished spacious classrooms with furniture, lecture platform fitted with green board/blackboard/interactive panel
- 6 classrooms are ICT-enabled
- 16 departmental rooms and a common room for faculties.
- 9 + 1 newly added well-equipped science laboratories.
- Science Labs have advanced facilities
- 2 computational labs with 37 computers, open-source learning resources, and internet connectivity.
- Administration Section comprises of Principal's Office, VP's cabin, 3 office rooms, a strong room, IDOL center, NSS. office, and IQAC office
- Central library having adequate books, journals, newspapers, popular magazines, and e-resources access facilities through N-LIST.
- WebOPAC to access library catalogue online from remote places.
- 24 x 7 institutional Repository (IR) cum Digital Library access facility.
- High-speed Leased Line Internet connection with 8mbps capacity.
- Auditorium with a seating capacity of 500 persons.
- A well-equipped spacious multipurpose hall with facilities

for video conferencing, ICT-enabled facility with 100 seating capacity for seminars, workshops, etc.

- A girls' common room with a toilet and sanitary pad vending machine.
- Women's hostel with 30 boarders
- Water purifiers.
- Canteen that serves quality food at subsidized rate.
- A 25-KW solar power plant, and a generator for uninterrupted power supply while load shading occurs.
- CCTV cameras installed on the entire campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/4.1.1_Supp_Doc_2022.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/4.1.1_Supp_Doc_2022.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has facilities for cultural , sports, games, gymnasium for holistic development of the students.

- Facilities of Indoor games such as carom board, chess, table tennis, and badminton are available.
- Outdoor games like complete cricket set, football are available for students.
- As the college does not have a playground , an MoU with Arya Vidyapith College has been signed to use its playground for outdoor game activities by the students of our college.
- Equipment for Athletics sports such as discus throw, shot put, skipping rope, etc.
- Musical instruments are available.
- A well-equipped modern multi-gymnasium for physical fitness training.
- An auditorium having 500 seating capacities with a decorated stage, lighting, and sound facility for various cultural, recreational, and co-curricular practices and performances.
- The open area at the entrance of the college is also utilized to celebrate significant days and various co-curricular activities
- Signed MoU with Vivekananda Kendra for Yoga and meditation

practices.

- For girl students, self-defence, and taekwondo training programs have been organized regularly
- Annually organized college week provides a talent showcasing platform to the students in arts, photography, music, dance, and sports.
- Each department has wall magazines, to showcase the literary & creative skills of the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/4.1.2 Suppt Descrp 2022.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/4.1.2 Suppt Descrp 2022.pdf</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

07

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

07

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/4.1.3.1 Support 2022.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/4.1.3.1 Support 2022.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

29.33778

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

#### S.B.Deorah College Central Library

Name of the ILMS software: SOUL, Developed by INFLIBNET Centre

Nature of Automation: Partially (Cataloguing, Circulation, OPAC, Daily Footfall Record etc. are fully automated whereas Acquisition, Periodical Maintenance are yet to be automated)

Version : SOUL 3.0

Year of Automation : 2009

- The College has a modern fully computerized central library having more than 15900 collections of text and reference books.
- WebOPAC, the web link of the S.B.Deorah Library Catalogue, has been provided to the students, faculty and academic fraternity through the website of the college
- The library provides free Internet facilities to the students
- The library has a Book Bank Facility for the students belonging to the economically weak category
- Faculty and students are given access to various online e-resources through INFLIBNET'SN-LIST
- The library has an Institutional Repository (IR) cum Digital Library where publications of the college are digitised
- Access to Institutional Repository (IR) cum Digital Library has been made available 24 x 7 through the cloud-based DSpace Digital Library System over <http://sbdeorahcollege.digitallibrary.co.in/>
- Bar Coded membership card is given to the students and faculty members

- A wall-mount KIOSK OPAC system has been installed to record the daily footfall of the visitors
- 07numbers of desktop networked computers are available for the students to access electronic resources
- A completely paperless library membership registration has been introduced in 2021

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/4.2.1 Lib Despt 2022.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/4.2.1 Lib Despt 2022.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**1.73101**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data**

for online access) (Data for the latest completed academic year)

#### 4.2.4.1 - Number of teachers and students using library per day over last one year

71

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

##### Response:

- 6 classrooms have been updated to ICT enabled with 65 inches Android-based interactive learning panel with Wi-Fi access facility.
- The licensed version of Windows operating system and MS-Office are updated regularly.
- The digital classroom cum seminar hall has the provision of video conferencing.
- Each Department makes use of Google Classrooms, YouTube, Zoom, GMeet, etc. for lecture notes sharing and online classes.
- Audios, videos, tutorials etc. are uploaded on the YouTube channel of the college, and access to the same has been provided to the students through a single window online portal [www.sbdeorahonline.in](http://www.sbdeorahonline.in)
- The college campus is equipped with 63 numbers of computers out of which 10 were added for this academic session.
- The college library has 09 computers out of which 02 server machines are available to host Library Management Software (SOUL 3.0) & Digital Library Software DSpace.
- The college regularly updates its IT facilities. The website of the College is dynamic and updated regularly. Moreover, the college has its account on Instagram, Twitter and Facebook where all the college related important events, announcements and achievements are uploaded.
- The college has an up to date user-friendly online admission portal embedded in the website.
- The college office collects fees through Internet Banking, Credit Card, Debit Card, UPI etc. POS system is also available for cashless payment.

- The attendances of the employees are collected by the biometric attendance system.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/4.3.1 IT Despt 2022.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/4.3.1 IT Despt 2022.pdf</a>

#### 4.3.2 - Number of Computers

62

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.66527



File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has maintenance committee that takes care of the entire physical, academic & support facilities:

- NSS unit of the college looks after overall cleanliness.
- Stock register and dead register is maintained by the principal's office to keep records of the computers, IT products, equipment etc
- Policy for maintaining laboratory equipment is there. Outside agencies are engaged when required for repairing Lab equipment.
- The college authority has signed AMC with different firms for the maintenance of facilities such as online portal ofCollege,computers, solar panel, aquaguard/water-purifier for drinking water.
- Regular swabbing of the library sections, regular cleaning of the racks, up keeping the quality of the books with needed binding are in place.
- The campus is equipped with 24/7 safe drinking water supply. Fire extinguishers and CCTV surveillance are available.
- Replacing bulbs/tube lights, repairing of water taps, cleaning of blocked drains, etc. are taken care of by the multi-tasking staff.
- For the academic support admission section, student section, examination section, account section work coherently to take care of the need of students.
- Separate training and placement cell, Alumni, Incubation, skill development, student welfare, entrepreneur cells etc are available
- The Institution Innovation Council of the college regularly organises different seminars, workshops on entrepreneurship and innovation.
- Sports and Gym facilities are managed and maintained under the supervision of a teacher-in-charge

- Girls Hostel of the college is under the supervision of hostel warden

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/4.4.2_Descpt_2022.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/4.4.2_Descpt_2022.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

440

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

62

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to institutional website	<a href="https://www.sbdeorahcollege.org.in/assets/resources/2023/06/5.1.3-corrected.pdf">https://www.sbdeorahcollege.org.in/assets/resources/2023/06/5.1.3-corrected.pdf</a>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>386</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>386</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent</b>	<b>A. All of the above</b>

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

22

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

49

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

3

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

03

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The institution has different structures in place to engage students in various multifaceted activities. The institution has an active Students' Union, elected annually on the basis of Lyngdoh Committee Recommendation, which participates in various statutory and non-statutory structures of the College. Members of the Union, along with their teacher-in-charge, are responsible for organizing various sports and cultural activities during the Annual College Week held every year. Besides, they also actively participate in events of national and regional importance like Republic Day, Independence Day, Foundation Day, Saraswati Puja etc.

Students are also represented in statutory decision-making and implementing Committees and Cells of the College like IQAC, RUSA, GRC (during elections), Anti-Ragging Committee, Editorial Board of Magazines, WWF Unit, Extension Education Cell etc. where their views and opinions are duly registered and considered.

The institution also has active NSS and NCC Units which frequently undertake various service driven extension activities. The NSS unit plays a pivotal role in the institutions' cleanliness and green drive. Nosiruddin Khan, a cadet of the College NCC's unit, would be participating the forthcoming Republic Day Parade.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/25993_62_144-4.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/25993_62_144-4.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

50

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

Alumni Association of S.B. Deorah College is dedicated to the development of the college with around 185 members. The College was able to create a registered Alumni Association with registration number RS/KAM(M)/263/Z/21 on 07/04/2022. Members of the Association regularly assist the College in various capacities some of which include:

1. Providing scholarships to meritorious students. 2. Facilitating the organization of the Health Camp. 3 Acting as a resource person on seminars and webinars. 4 Imparting free education to Kalyani Niwas (an orphanage for girls) as per the request of the college. 5 Alumni of the College donate idols of Goddess Saraswati on Saraswati Puja every year. 6 Arranging classes for competitive examinations in collaboration with the teacher. 7 Bearing the cost of refreshments for some events arranged by the college.

In its 09.01.2022 Annual Meet, members of the Association adopted a resolution to help in the construction of the Entrance Gate of the College. Some alumni made generous pledges to support the cause and moderate funds for the project has been collected on the day of the meeting itself. The design of the Gate has been completed and will be executed in the coming year.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Alumni.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Alumni.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

With a clear vision and mission, the college has become one of the leading educational hubs in the region in the recent years. All the stakeholders like the Governing body, the Principal, IQAC, various cells, faculty members and the students play a vital role in reflecting the mission and vision of the college in its academic and administrative spheres. The policies and decision formulated by the principal as approved by Governing body are implemented accordingly with the help and support of the other stakeholders of the institute.

In tune with the mission and vision of the college, emphasis has been given on optimum utilization of infrastructure like ICT enabled classrooms, conference hall, well equipped laboratories etc. Organization of programmes like Seminars, Workshops etc. are held from time to time to enhance academic excellence.

Institute also offers student centric skill enhancement courses on its own along with the existing syllabus of the affiliating university. The Institution's Innovation Council (IIC) of the college also organize lecture series/workshops with entrepreneur, professionals etc. to promote innovation and entrepreneurship in the institution. All the stakeholders are dedicated to creating an environment for the students to develop their leadership qualities and contribute to nation building.



File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/additional-6.1.1-.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/additional-6.1.1-.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

S.B.Deorah College functions with perfect decentralized administration with transparency in the decision making process. To devise the policy of conduct and govern various aspects of the college, a Governing Body is constituted, Chairman of which is nominated by the State government. The activities of various committees is coordinated by the Principal and IQAC.

For smooth functioning, various functional committees are constituted like IQAC, Academic Committee (Board of Studies), Examination Committee, NSS Advisory Committee, NCC and Canteen Committee, Institutes' Innovation Council, Hostel management Committee, Grievance and Redressal cell, Library Committee etc. For each Committee, a group of faculty are assigned to execute the activities.

The HoDs play key role in various activities related to course distribution, class allotment, Students Grievance Redressal, examinations, departmental lectures etc. Moreover, policy matters and decisions are communicated to the faculty members through HoDs by the college authority. Periodical meetings of the HoDs are also convened by the Principal to discuss various relevant matters.

Institution's Innovation Council promote entrepreneurship development skills of the students and conduct frequent seminars/lecture series by professionals and successful entrepreneurs.

Thus, the College authority promotes a culture of participative management with faculty and students.

File Description	Documents
Paste link for additional information	<a href="https://www.sbdeorahcollege.org.in/assets/resources/2023/08/Additional-6.1.2-Updated.pdf">https://www.sbdeorahcollege.org.in/assets/resources/2023/08/Additional-6.1.2-Updated.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A detailed perspective plan was prepared in 2016 with the intention of navigating the future plans and programs of the college up to the year 2025-26. One of the key aspects of the plan was to establish the Science stream in college. In view of this, the college authority started the Science stream in 2018 which was provincialized in 2020 by Govt. of Assam. The college authority is always prompt to upgrade infrastructure and other amenities. The college has full-fledged state-of-the-art laboratories and set ups like SDS Gel Electrophoresis, UV Spectrophotometer, Laminar flow, bacteriological incubator, etc., which are required to conduct practical experiments. A computer lab has also been installed with adequate facility. A dark room has also been constructed. Moreover, the students are taken to field visit for better exposure and understanding of the curriculum. Project works are carried out by final semester students on different topics with regard to the syllabus provided by the affiliated university. The college is well equipped with ICT enabled classrooms for the benefit of the students and faculties alike.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/additional-6.2.1.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/additional-6.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

**The organizational structure of the college facilitates its smooth**

functioning. The Governing body is the main policy making body. The overall supervision of the college comes under its purview. The planning and infrastructural development is decided by the Principal of the college in consultation with Governing Body. The Principal is the academic and administrative head, assisted by the HoDs, IQAC, support staff and other in house bodies.

The heads of Department ensures that the plans/directions communicated to them by the Principal are implemented systematically. Different in-house bodies consisting of Principal as the chairperson, one senior teacher as the coordinator /Convenor and other as members are formed for execution of different policies.

The college is governed by a set of well-established rules and policies formulated by the UGC, State Government and the affiliating University.

The services of the employees are regulated as per Assam College Employees Provincialisation Act 2005. The service rule procedure, recruitment and promotional policies of permanent faculties are regulated as per the directives of Govt. of Assam and UGC. The matters of service rule of the contractual staff are governed by the college authority.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.2.2-final.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.2.2-final.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/ORGANOGRAM-OF-THE-FUNCTIONING-OF-THE-INSTITUTIONAL-BODIES.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/ORGANOGRAM-OF-THE-FUNCTIONING-OF-THE-INSTITUTIONAL-BODIES.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college has following welfare measures for its teaching and non-teaching staff:

- Availability of Counseling Centre and College canteen.
- Workshops and training programmes for both teaching and non-teaching staffs are organized in the college.
- Separate workspace/cells for the staff and separate reading space in the library for the teaching staff.
- The Gymnasium is available for the staff to maintain physical fitness.
- Financial assistance is provided to the non-teaching contractual employees during festivals and in their needs.
- Periodical Pay revision is arranged for contractual teachers and Non-teaching Staff/ Incremental and other financial incentives are given to the contractual employees from time to time.
- An amount of Rs 500 is increased in the salary of contractual teachers for acquiring new/additional qualifications like NET/SLET/Ph.D etc.
- Yoga, Meditation and Health camps are arranged for rejuvenation and tranquility of the staffs.
- The college also provides a conference hall and a common room for staff meetings and other programmes.

- The college has first-aid and wheel-chair facility; and one sick room.
- A mutual fund is being run by the non-teaching staff to facilitate hassle free loans.
- Residential quarters are provided to the hostel warden and fourth grade employees.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.3.1.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.3.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

#### **6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

56

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

07

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

59

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college has a performance appraisal system that monitors the professional competence of teaching and non-teaching staff. The self-appraisal report reflects the involvement of the teacher in curricular, co-curricular and extra-curricular activities. Service

books and appraisal reports are maintained and assessed during their promotion to the next level. Since 2019, an online feedback system from the students has been initiated for better transparency and quality improvement of teaching learning process. The institution also collects feedback from the Alumni and Parents to know their views on various aspects of the college for better performance. The results of the feedback are confidentially communicated to the teachers.

Every member of non-teaching staff has to submit a self-performance appraisal and also offer their suggestions through feedback system which is taken into consideration if necessary. Promotional aspects of the non-teaching staff are monitored by the Governing body as per regulation of the Assam government. The college authority makes an assessment of the appraisal reports and appraises them about the outcome and necessary steps to be adopted for the overall improvement of the academic atmosphere and administrative set up of the college.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Feedback-Analysis-2021-22.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Feedback-Analysis-2021-22.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college conducts external and internal audits for both Government and Non-government funds. The college conducts internal audits every year on regular basis, which helps in review of funds, planning and preparing budget for the next financial year. The internal audits are done by M/S Abhijit & Associates, a reputed chartered account firm of Guwahati. The Governing Body monitors the effective utilization of the financial resources through proper auditing and finally the internal audit report is placed before Governing body for discussion and approval. The college has completed its internal audit up to the financial year 2021-2022. The utilization certificates are submitted to the concerned funding agencies with audited statement. All the transactions have been made through online mode like NEFT etc.

while the PFMS system is followed in dealing with grants received from government agencies. The external audit is done by the Directorate of Audit (Local Fund), Govt. of Assam. In case of audit objections, as and when they come up during audit are taken up with auditing agencies by the college authority and resolves the audit objection with official records of the college.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Audit-Report.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Audit-Report.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.84

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has a mechanism to mobilize the funds. The college received funds from state government, non- govt organization, philanthropers and college staffs. The college also received salary grant from state government. Admission fee of the students is one of the major sources of internal resource mobilization. The income from leasing of college premises on rent to different organizations and the annual surplus amount of various university examination center fees are two important sources of revenue of the college. The funds received are utilized for the payment of salary of contractual teachers, infrastructural development, procuring equipment and for student centric activities.



The college mobilize its resources from self-financing courses like B.Com. The center of KKH State Open University and G.U IDOL contributes in fund generation. The solar energy plant of the college is connected to Assam Power Distribution Company Ltd (APDCL) grid and the revenue generated from it is adjusted in payment of monthly electricity bills. To ensure optimum use of various funds, a purchasing committee is also constituted. To maintain financial transparency, income and expenditure of the college is audited by the internal and external auditors as per state govt rules and regulations.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.4.3.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.4.3.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has been a part of all major decisions taken and has been rendering its services towards development and sustenance of quality in academic and administrative activities of the institution. Among the initiatives undertaken by IQAC that have been institutionalized, the following two practices are worth mentioning.

### Practice 1: Online feedback Mechanism

The IQAC has initiated the process of online feedback system to assess the quality of teaching - learning process, course structure, administration and physical amenities of the college. The principal of the college takes necessary actions based on the report and the suggestion submitted by IQAC. The main objective is to improve the overall quality and environment of the college by taking into account the feedback of all the stakeholders.

### Practice 2: Student Orientation/Induction programmes

The IQAC has initiated the process of organizing orientation/Induction programmes to orient new students who come from diverse backgrounds to adjust to the new environment and inculcate in them the ethos of the institution and to make them

aware of various academic and infrastructural facilities such as College Library, Course structure and Outcome and the rules and regulations of the institute etc. The orientation/Induction programmes are also held centrally and at departmental level.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.5.1.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.5.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The College makes an endeavor for the optimum benefit of students through well chalked out mechanism that includes academic calendar, class routine, departmental initiatives and periodic assessment through different examinations etc. and reviews are done through collection of feedback. The institutional reviews and implementation of teaching-learning reforms facilitated by IQAC in recent times are cited below:

Stress on the use of ICT tools post-pandemic scenario in the classrooms to make curriculum delivery more effective along with conventional method. Some of the incremental development facilitated in this category are:

1. 08 nos of ICT enabled classrooms are set-up.
2. Fully digitalized admission process.
3. Continuity of online and ICT enabled classes; and TLM provided..
4. PPT project paper presentation by students
5. Introduction of various certificate courses.

The Institution has also several collaboration/linkages for Faculty Exchange, Student Exchange etc. The incremental development facilitated under this category are:

1. Organization of Faculty Exchange and Student Exchange programme.
2. Signing of MoU's with various prestigious institution for different collaborative work.
3. The Institutional Innovation Council cell conducted various innovative programmes to promote innovation and Entrepreneurship in the institution.
4. The college has also been improving its score under NIRF ranking.

File Description	Documents
Paste link for additional information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.5.2.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/Additional-6.5.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.sbdeorahcollege.org.in/assets/resources/2023/06/Annual-Report-SBDC-2021-2022_Final.pdf">https://www.sbdeorahcollege.org.in/assets/resources/2023/06/Annual-Report-SBDC-2021-2022_Final.pdf</a>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

INSTITUTIONAL VALUES AND BEST PRACTICES	
<b>7.1 - Institutional Values and Social Responsibilities</b>	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
<p>S.B. Deorah College ensures a gender friendly atmosphere within its campus where the security of the girl student is one of its foremost concerns. Different Cells address gender specific needs of the girl students all year through. The Women Cell organizes various programs for creating awareness like lectures by experts on women specific issues. Counselling sessions for the girl students are organized to address issues both personal or academic. Film screenings are held and talks by experts are delivered to highlight the gender issues in prescribed texts. The Grievance Redressal Cell encourages students to drop their complaints in the Complaint Box, which are addressed in a stipulated time frame. Further, the Girls Hostel located within the college premises is well secure and safe with round the clock CCTV surveillance and security guards. The Girls Common Room is managed by a teacher-in-charge and Girls Common Room Secretary. It is well equipped with furniture, reading materials, sanitary napkin vending machine, an incinerator as well as a washroom and a water purifier. A sick bed with first aid medicine kit is kept for emergency purposes. A cleaner has been engaged for regular cleaning of the room.</p>	
File Description	Documents
Annual gender sensitization action plan	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/7.1.1.-Gender-sensitization-Action-Plan.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/7.1.1.-Gender-sensitization-Action-Plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/7.1.1-Facilities-in-the-institution.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/7.1.1-Facilities-in-the-institution.pdf</a>
<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>B. Any 3 of the above</b>

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

S.B. Deorah college has taken specific and steady measures for the maintenance of a clean and green environment. Littering of solid waste is prohibited within the college campus. Students and staff are educated on proper waste management practices through lectures, advertisements on notice boards, displaying slogan boards in the campus. Colour coded dustbins are used for different types of waste- Green for solid and blue for wet. The girls common room is equipped with an Incinerator for disposal of used sanitary napkins. Daily garbage is collected by the cleaners of Municipal Corporation.

The liquid waste generated in the college includes sewage, laboratory, hostel, canteen effluent waste etc. The waste waterlines from toilet, bathroom etc. are connected with the Municipal Drainage. The waste chemicals from laboratory passes through concealed pipe line into a soak pit dug near the science laboratories. To minimize the solid waste like paper, paperless e-transaction is encouraged. Electronic equipment is put to maximum use, and repaired when needed. Damaged ones are sent for recycling. The college also has tied up with a firm- Technopark IT Solutions for repair and recycling of E-Waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://sbdeorahcollege.org.in/assets/resources/2022/12/7.1.3-Geotagged-photographs-of-the-facilities.pdf">https://sbdeorahcollege.org.in/assets/resources/2022/12/7.1.3-Geotagged-photographs-of-the-facilities.pdf</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available**

C. Any 2 of the above

**in the Institution: Rain water harvesting  
Bore well /Open well recharge Construction  
of tanks and bunds Waste water recycling  
Maintenance of water bodies and distribution  
system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.1.5 - Green campus initiatives include

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**S. B. Deorah College follows a policy of providing an inclusive environment to all with a zero tolerance policy against any discrimination. The College has a diverse composition of students in terms of ethnicity, caste, religion, class, language etc. and is dedicated towards promoting tolerance and harmony among staff,**

students and the local community. The institution takes initiatives to celebrate and observe events of various ethnic, regional, racial, cultural and linguistic significance. The institution gives the liberty of thought and expression to all students and employees and makes sure to respect their beliefs, thoughts and worships. The academic calendar of the institution which has gazetted as well as restricted holidays for various religious, ethnic, linguistic and cultural events is reflective of that.

The College has constituted different committees for the planning and execution of different awareness programmes, events and festivals promoting tolerance and sensitizing about the necessity of preserving and celebrating diversity in the country. In addition, the college has mandated the celebration of awareness campaigns and events at the department level as well. Various units of the institution such as NSS, NCC, Student Union, Women Cell, Extension Cell and Teachers's Unit organises events apart from an annual Cultural Rally.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college respects and promotes constitutional obligations in all aspects and takes efforts to inculcate all that is being mentioned in the Preamble of the Constitution of India. Towards this end, S.B Deorah College regularly organises awareness campaigns, celebration of different events for the promotion of constitutional obligation in and around the campus.

S. B. Deorah College respects and believes in the equality of status and opportunity of all. The uniform dress code for every students mandated by the college is a small example of that. The institution strictly follows the reservation policy during student's admission and faculty employment. The college also provides student's scholarships, hostel allotment etc. based on their eligibility and merit.



Promotion of unity, tolerance and national integration forms the core principle value of the college and hence celebrates various commemorative days and events in this regard. Events like Independence Day, Republic Day, Constitution Day, Gandhi Jayanti etc are celebrated to sensitise the students and employees of the institution to stand united and fight against any discrimination and disharmony. The Electoral Club of the Department of Political Science sensitises the students about their voting rights.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

A. All of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college organizes National festivals like Gandhi Jayanti,

Republic Day, Independence Day, to commemorate the milestones of India's History. It instills national integrity and patriotism amongst the students. NSS Day, NCC Day, Navy Day are organized to inculcate the values of social consciousness, community service, and help in nation-building. Earth Day, Environment Day, Science Day and Mathematics Day are also observed for the generation of environmental consciousness and building scientific temperament respectively where Resource persons deliberate on the significance of these days. Women's Day and Yoga Day observations for the empowerment of women and to ensure holistic wellness respectively are an annual feature. As part of the National Education Day celebrations, lectures highlighting the importance of education are delivered by teachers outside the campus for the benefit of the underprivileged. To mark the occasion of World Disabled Day, the college organizes seminars where differently-abled are given a platform to actively participate and perform. To aware students about the ill effects of Drug, International Day against Drug Abuse and Illicit Trafficking was organized. National Sports day and World Photography day were also organized to motivate the students towards different co-curricular activities and general growth and development.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Best Practice 1

**Title:** ICT Enhanced Learning Experience

**Vision:** The integration of ICT into academics.

**Objectives:**

1. Improve attentiveness and knowledge retention

2. Interactive learning environment
3. Easy understanding of the subject matter

Context: Modernise and digitalise the teaching-learning experience.

#### Practice

1. 8 classrooms have been converted into smart classrooms.
2. The teachers have been educated with the latest ICT enabled tools.
3. Class explanations are done using PPT and diverse screen casting software.
4. The teachers create and record learning materials in the college portal.
5. A well developed ERP system.

#### Evidence

1. Students' enthusiasm have increased in classes.
2. Improvement of the examination marks.

#### Best Practice 2:

Title: Diversity and the Spirit of Inclusion

Vision : To create a culturally and ethnically inclusive environment.

#### Objectives:

1. To create an inclusive environment.
2. Make the institution a favoured academic destination of students from diverse ethnic communities.
3. Promote an ethnically heterogeneous population.
4. Make students from diverse communities and states feel welcomed and inculcate a sense of belongingness towards the institution.
5. To remove linguistic barriers through events, festivals, workshops etc.

Context: Make the campus an inclusive one.

**Practice:**

1. College events like Ethnic Fest, Earn While You Learn, College Week provide them the ideal platform to showcase their rich culture.
2. The College Magazine features contributions from students in their native language.

**Evidence**

1. A favoured academic destination.
2. Amini North East
3. Approximately 25% of the students are from different states and communities.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

One area distinctive to S.B. Deorah college is its online delivery of service system known as 'Xugam'. This practice of simplifying service delivery using the internet was initially started in 2014. Over the years, it has gained momentum and presently it is an integral part of the College. It provides easy accessibility of service to the students and teachers, preserves students' data and accounts information of the College, augments the classrooms with installation of Interactive digital panels, facilitates the students to access the online learning platforms like Swayam, Swayamprabha, INFLIBNET etc. and also creates a platform for storing Educational Resources prepared by the teachers. The practice 'Xugam' is designed to provide easy and remote access of the services to the students and also to make teaching learning more effective.

The College has developed a portal for the purpose ([www.sbdeorahonline.in](http://www.sbdeorahonline.in)). All the students and teachers have their unique user IDs and passwords to access the portal. College admission, examination form fill-up, all fees collection,

generation of accounts statements, maintenance of students' record etc. are done through the portal. Additionally, eight Interactive Digital Panels are installed to make teaching learning process more effective.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. Organize national or international level seminar/workshops and introduce an annual lecture series by eminent speakers from all over the state.
2. Introduce several certificate courses or add-on courses to upskill the students.
3. Organize an exhibition of science experiments for nearby school students.
4. More stress to Annual Academic Audit by IQAC to increase the number of paper presentations, publications, seminars etc by the faculty and students.
5. Increase national/international presence with more MoUs, student/faculty exchange programmes and carrying out collaborative activities.
6. Providing academic and skill-oriented help to economically poor students through a proper programme receiving regular funds to reduce dropout and failure rate.
7. To organize Innovative Practice League (IPL) competition at the Institute level to encourage teaching faculty members to use innovative methods in classroom.
8. Create a strong mentoring and support system for the students.
9. Day care centre for increased satisfaction levels of the female staff.
10. Imparting administrative knowledge to staff members by giving them administrative responsibilities.
11. Convert the campus into a green campus and spread environmental awareness.
12. Converting existing classrooms into smart classrooms by procuring additional interactive panels.
13. Increasing the number of computers for the students by procuring new computers.
14. Organize Internship and Training to the students to promote entrepreneurship.

15. Organizing placement drives for the outgoing students.
16. Prepare the College to implement the NEP 2020.
17. Construction of more floors in the New Academic Building.
18. Integrating the campus by installing additional bridges for connecting different buildings.
19. Auditorium of the College will be renovated.
20. College canteen will be upgraded.