YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	SANKARDEVA MAHAVIDYALAYA
• Name of the Head of the institution	Dr. Sonaram Kalita
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	6000347405
• Mobile No:	7002894988
• Registered e-mail	sankaedev.college21@gmail.com
• Alternate e-mail	sonaramkalita93@gmail.com
• Address	Pathalipahar
• City/Town	Lakhimpur
• State/UT	Assam
• Pin Code	784163
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Dibrugarh University**
• Name of the IQAC Coordinator	**Dr. Bijaya Konwar**
• Phone No.	**8638539104**
• Alternate phone No.	**8474047587**
• Mobile	**8638539104**
• IQAC e-mail address	**iqacsdm44@gmail.com**
• Alternate e-mail address	**konwar.bijaya@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	https://sdm.org.in/data/page/aqar-list/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://sdm.org.in/data/page/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**72.25**	**2004**	**04/11/2004**	**03/11/2009**
Cycle 2	**B+**	**2.64**	**2023**	**11/04/2023**	**10/04/2028**

6.Date of Establishment of IQAC	**22/02/2005**

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
Sankardeva Mahavidyalaya	RMSA Toilet Repairing	RMSA	20/10/2023	45,213
Sankardeva Mahavidyalaya	National Seminar	ICHR	22/11/2023	2,40.000
Sankardeva Mahavidyalaya	NSS	Dibrugarh University	02/03/2024	17,000
Sankardeva Mahavidyalaya	Free Waiver Scheme	Higher Education, Government	14/03/2024	16,10,400
Sankardeva Mahavidyalaya	National Seminar	ICHR	13/05/2024	60,000
Sankardeva Mahavidyalaya	RMSA Toilet Repairing	RMSA	16/05/2024	45,213

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	05	
• 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	[View File](#)	
10.Whether IQAC received funding from any of the funding agency to support its activities	No	

during the year?	
• If yes, mention the amount	

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

1. Submission of Data for NIRF. 2. Submissin of Data for AISHE. 3.One day workshop on "Acting as a Career" was organised by IQAC on 27th February, 2024. Ms. Prastuti Parasar , a renowned actor of Assamese Film Industry, was the resource person. 4. A series of Career Counseling Programme, 2024 was organised by IQAC in 13 Senior Secondary Schools. The objective of this programme was to make an awareness about various career paths among students. 5. Successfully completed nine Add-on Courses.

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
AQAR preparation and submission have been prepared and submitted	AQAR 2023-2024
Submission of Data for NIRF	Achieved
Submission of Data for AISHE	Achieved
Organised Career Counseling Programme	Achieved
Start Add-on Course	Achieved
Feedback collection	Achieved
SSS collection	Achieved

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

Name	Date of meeting(s)
Governing Body	30/09/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-2024	21/01/2025

15. Multidisciplinary / interdisciplinary

Sankardeva Mahavidyalaya has been stressing on a holistic and overall personality development of students by implementing the CBCS curriculum and FYUGP vision laid in NEP 2020. The college offers undergraduate course in Bachelor of Arts. As an affiliated institution, it is limited in its ability to offer multidisciplinary/interdisciplinary education on its own. However, the college aims at imparting an education that shall develop the intellectual, aesthetic, social, physical, emotional and moral values among students. Furthermore, seminars, workshops, invited talks, quizzes, debates, and other events are organized to enhance the curriculum and to expanding the horizons of knowledge for students. Important days like International Yoga Day, International Mother Tongue Day, International Women's Day, Environment Day, Basanta Utsav, National Sports Day, NSS Day, Rastriya Ekta Divas, National Education Day, World AIDS Day, Voter's Day, NSS Special Camp, Career Counseling Programme, Mera Pehla Vote Desh Ke Liye etc are celebrated and observed. The courses are selected by the institution after a review of their applicability and alignment with its vision and mission such as Value Added Course, Skill Enhancement Courses, Multidisciplinary Course, Ability Enhancement Course in their regular curriculum as flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service and environmental education towards the attainment of a holistic and multidisciplinary education. Mushroom cultivation is one of the best practices of the institution, where students are trained to learn the skill. To promote the spirit of social responsibility and encourage holistic education, the college has adopted the 'Adarsha Gaon' (Model village) where faculty members and students interacted with the village locals and carrying out other extension activities as well as provide remedial classes for the students of the locality. In addition to these courses, the institution has developed its own plan to offer add-on courses to give students greater course selection options and to create multidisciplinary academic programs.

16. Academic bank of credits (ABC):

Being affiliated to Dibrugarh University, Sankardeva Mahavidyalaya follows its rules and regulations. As a parent institution Dibrugarh University is registered for ABC. Hence, under Dibrugarh University the college has created ABC Account of the students from 2023-2024

academic sessions. The college has assigned an ABC Coordinator. The college aims to digitalise the credits earned by the students to avail the benefit of multiple entries and exits. However, as per Government of Assam's new Act- The Madhabdev University Act 2017, the university affiliation of Sankardeva Mahavidyalaya has changed to Madhabdev University from new academic session of 2024-2025. The college will come under Madhabdev University from 2024 and follow the rules and regulations in creating ABC account of the students.

17.Skill development:

Sankardeva Mahavidyalaya has signed a Memorandum of Understanding (MoU) with SHOBUKAI Association, funded by the Indian Institute Entrepreneurship, Guwahati with the objective of conducting training in various job at Sankardeva Mahavidyalaya. Under this MoU Computer application and Yoga certificate course has been offering to students. Besides this, the institution has been offering Self-financed Add-on courses to the students of 3rd and 5th semester. Another important skill development training is Mushroom cultivation at college. Under this Mushroom cultivation training students are trained to learn practical skill of Mushroom cultivation. The college is planning to start more Skill Development programmes like Public Speaking, Painting, Sewing & Knitting, beautician course etc. The College has made all efforts to build healthier and harmonious working environment with respect to issues related to Gender, Environment and Sustainability, Human values and Professional Ethics into the curriculum. Students of our college are encouraged to take vocational/skill development courses.

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

Sankardeva Mahavidyalaya actively engaged in spreading the rich heritage of our country and traditional knowledge in the fields of arts, literature and culture. The college has adopted three language systems for running the programmes of UG. The college uses English as an international language, Hindi as the national language and Assamese as a state / regional language in our curriculum. All the Humanity subjects are taught in bilingual mode i.e. Assamese and English. To encourage Indian Knowledge System, special days are celebrated in the college to remember and enrich the cultural values like Matribhasa Divas, Hindi Divas, National Voters' Day, Constitution Day, Women Day, International Yoga Day, Basanta Utsav etc. Each year, cultural events and rallies are organised during the Annual College Week celebration where various Indian culture, tradition and knowledge system are presented with active participation of the students. The college magazines and wall

magazines published articles in Assamese, Englis and Hindi etc. by the different departments. The college inculcates Indian culture and values through the participation of students in university level youth festivals. However, the Indian Knowledge System must be incorporated into the curriculum as the guiding principle with the introduction of the NEP 2020. Additionally, the college encourages students to enroll in MOOCs and SWAYAM courses that offer courses that represent the Indian Knowledge System.

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

The college has adopted the CBCS pattern and FYUGP of Dibrugarh University for UG Course. As per CBCS and FYUGP guidelines, the university reconstructed the syllabus of all the programmes. The college focuses to capture the OBE in teaching-learning practices by maximising learning outcomes by developing their knowledge in accordance with the vision laid in NEP 2020. Teachers conduct various quizzes, discussions and class interactions, seminars, assignments, group discussion, etc. In restructured programmes of the university Program Outcomes (PO), Programme Specific Outcomes (PSO), and Course Outcomes (CO) are all explicitly mentioned in the design of every course that is provided. Newly admitted students are given a session during the orientation program where they are introduced about the programme outcomes. The college also uses experiential learning, participatory learning, and flipped learning as essential components of the OBE. The college deputes teachers for participation in workshops, seminars, conferences and FDPs to make student aware of the course outcomes.

20.Distance education/online education:

Sankardeva Mahavidyalaya offers under graduate and post-graduation courses in some disciplines under Krishna Kanta Handique State Open University (KKSOU), Guwahati, Assam. To a certain degree, it is expected that the ODL teaching will help to reduce the dropout rate of students who discontinued their studies due to financial difficulties and other causes. Additionally, ODL offers government workers a way to enhance their education and advance their careers. Whenever necessary, online and offline classes are taken by the teachers for the betterment of the students. The faculties of college developed e-contents for the students. Few students have enrolled themselves in SWAYAM. The institution has been making an effort to stay up with the evolving teaching learning methods that rely on technology. The college has been making a gradual transition from traditional classroom instruction to a teaching-learning process that is facilitated by ICT. Online platforms such as Google Meet, which were introduced during the pandemic for

teaching-learning activities, continue to be a popular blended learning activity in addition to Power Point classes. Additionally, groups on WhatsApp are used to share information and communicate with students. To enhance their competence, the teachers take part in ICT-based workshops, conferences, seminars, refresher courses, orientation programs, and Faculty Development Workshops.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**09**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**651**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**250**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**154**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**19**

Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**22**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**28**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**92,56,825.52**
4.3 Total number of computers on campus for academic purposes	**40**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Sankardeva Mahavidyalaya, an undergraduate affiliated college, follows the curriculum designed by its affiliating university, Dibrugarh University. However, recently, the college was affiliated with Madhabdev University as per Government of Assam's new Act- The Madhabdev University Act 2017. The B.A. 1st semester will commence under Madhabdev University from the 2024-25 session, with the transition occurring in phases. For the current academic session, the Dibrugarh University syllabus is being followed for all the three semesters. To ensure effective curriculum delivery, a well-planned class routine is meticulously prepared and distributed at the beginning of each academic session. This ensures a balanced distribution of classes, providing equal attention to all subjects and fostering a conducive learning environment. The college

emphasizes regular evaluation to monitor students' academic progress. In alignment with the institution's Academic Calendar, Class Tests and sessional examinations are conducted periodically. Innovative strategies, such as seminar presentations, group discussions, and home assignments, are also incorporated to enhance learning. From the 2023-24 session, Add-On Courses were introduced to further academic and professional development. While the college manages internal evaluations and additional courses, end-semester examinations were conducted in collaboration with the affiliating university to ensure smooth and efficient examination processes, maintaining high academic standards.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://sdm.org.in/uploads/files/Academic%20Calender%2C%20Sdm%2002%202024.pdf

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

The institution strictly adhered to the academic calendar, including the continuous internal evaluation process. College activities were aligned with the academic calendar prepared by the university and the college. The class routine was prepared before or soon after the start of each academic session, aligning with the affiliating university's academic calendar. This calendar included dates for sessional examinations, seminars, workshops, expert talks, and various co-curricular and extra-curricular activities. The institution effectively prepared the timetable, considering all requirements, and distributed it to the respective departments before the semester classes began in full swing. Departments provided students with course plans containing the class timetable, semester calendar, and syllabus, which were also published on the college website and notice board. Faculty members ensured the timely completion of their courses, closely monitoring progress until the examination. Sessional examinations were conducted at least twice per semester to evaluate student progression. The internal evaluation process helped both students and faculty track performance and take corrective measures for underperforming students. Internal marks were awarded based on performance in class tests, sessional exams, group discussions, seminar presentations, and class attendance, ensuring a comprehensive assessment of students' abilities.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://sdm.org.in/uploads/files/Academic%20Calender%2C%20Sdm%2002%202024.pdf

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	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

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

01

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	[View File](#)

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)

07

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

297

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

297

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 institution integrates cross-cutting issues such as Professional Ethics, Gender, Environment, Sustainability, and Human Values into its curriculum, in alignment with Dibrugarh University's syllabus. In the Assamese department, the B.A. 3rd and 6th Semester (Honours) syllabi include dedicated courses on Women Studies and Gender writing, respectively. The Education department covers Human Rights Education, Value Education, and Gender Studies in the 1st, 2nd, and 5th Semesters. Political Science offers courses on Human Rights and Feminism in India in the 2nd Semester. The Geography department emphasizes Environmental Studies in the 2nd Semester, while Disaster Management is included in the 1st and 6th Semesters. Environment Studies is also integrated into the 2nd and 4th Semesters. The

Economics (Honours) 6th Semester includes a paper on Environment. The Sociology department features courses on Environmental Sociology and Human Rights in Comparative Perspectives. Beyond academics, units like NSS and the Women's Cell organize programs on gender sensitization, equality, and events such as International Women's Day and Voters' Day. National festivals like Independence Day and Republic Day are celebrated to instill patriotic and moral values. These efforts holistically promote awareness and values among students.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

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

3

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
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)	[View File](#)

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

61

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sdm.org.in/uploads/files/Feedback%20report%20%2023-24.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

400

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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 supernumerary seats)

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

250

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

Sankardeva Mahavidyalaya admits students from different socio-economic backgrounds and conducts every possible measure to assess the learning levels of the students. The students are counseled, guided and oriented immediately after the admission to make them aware about the course, mode of internal assessment, external evaluation, curricular and co-curricular activities as well as facilities available in the college. At the beginning of each course teachers plan special programmes for advanced learners and slow learners to assess the learning levels of the students, their knowledge about the course. They conduct different levels of in their respective departments and after analyzing the result, they divide the students into two groups-advanced learner and slow learner. The advanced learners are encouraged to make poster and PPT presentations. They are constantly guided and encouraged for participation in seminars, symposiums as well as in inter-collegiate competitions. Advanced students also assist slow learners through group discussions, fostering a collaborative learning environment. They are informed about different competitive examinations and are advised to go through standard reference books in the library as well as to assess internet sources. To support slow learners, the department provides study materials and offers remedial classes through course discussions to enhance their academic progress.

File Description	Documents
Link for additional Information	https://sdm.org.in/uploads/files/slow%20learner.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
651	19

File Description	Documents
Any additional information	View File

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 college employs numerous measures to implement Outcome-Based Education (OBE) successfully. It gives more importance on different student centric learning methods to enhance the learning ability of the students.

Participative Learning: To encourage active engagement in the classroom, brainstorming sessions, role-plays, and debates are organized on relevant subjects. Students collaborate on team projects, participate in seminars, conferences, and workshops, fostering a sense of teamwork among them. Extracurricular and co-curricular activities are promoted to ensure students' holistic development.

Experiential learning Experiential learning is facilitated through various methods including fieldwork, case studies, laboratory demonstrations, book reviews, and industrial visits. The students are allowed to conduct experiments independently in practical classes. Students are given individual projects and class assignments for focusing on self-study and to encourage independent learning.

Problem-Solving Learning: The departments adopt problem solving methodologies by assigning projects and field study to the students. The topics of the projects and field-based studies are chosen from

different aspects such as economic, political, societal, geographical etc. By collecting data from field visits with structured questionnaire, they try to understand the problems, causes of emerging the problems and on the basis of data analysis, they prepare their respective reports.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://sdm.org.in/uploads/files/Annual%20Activities%20of%20SDM%2C%202024%20F.pdf

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

The college emphasizes the integration of ICT (Information and Communication Technology) to enhance the teaching and learning process. Faculty members are actively engaged in utilizing various online software such as Zoom, Google Classroom, Google Meet, Microsoft Teams etc. and ICT tools to enrich their teaching methods. This approach fosters interactive activities, making students enthusiastic about learning and practicing new concepts. The college offers numerous benefits by incorporating ICT tools into the teaching process. Faculty members leverage technologies like LCD projectors, OHP, SMART CLASSROOM, WEB 2.0 platforms like Internet, projectors, AVs, and presentations. The teachers are effectively using ICT enabled tools like laptops, headphones, internet, video-lectures, audio-lectures, PPT presentations through android phone, YouTube links etc. In classrooms, LCD projectors, computers, laptops, and tablets are commonly used for making teaching- learning process more interactive. Communication and teaching occur through platforms such as YouTube, E-mails, WhatsApp groups, Telegram, Zoom, Google Classroom and the college website. These platforms serve various purposes, including teaching, sharing course materials, making announcements, conducting tests, uploading assignments, giving presentations, addressing queries, providing mentorship, and sharing information. Wifi facilities are available in the central library, administrative building, IQAC room and KKHSOU study centre for the students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sdm.org.in/data/page/ict-classroom/

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

22

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

19

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

8

File Description	Documents
Any additional information	View File
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)	View File

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

227

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 has a well-structured, transparent and robust mechanism for internal assessment. As the college is affiliated to Dibrugrah University, it strictly follows guidelines of the university and conducts various assessment tests for internal assessment. The following methods are adopted for ensuring transparency and robustness in the conduct of the said assessments:

1. Constitution of a central exam committee comprising of faculties from different departments by the principal for conduct of examination.

2. Display of notifications relating to the conduct of examinations in college and departmental notice board.

3. Results of the examinations are published within one week of conduct of examination.

4. All examinations are conducted in classrooms with CCTV surveillance and any unfair methods are dealt strictly by the examination committee and the college authority.

5. The records of the internal assessment examinations are kept by the Head of the respective departments and the Examination Committee uploads them in a prescribed format in the University Portal on due verification.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdm.org.in/uploads/files/Academic%20 Calender%2C%20Sdm%2002%202024.pdf

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

The institution strictly follows the guidelines and rules issued by Dibrugarh University for conducting both in-semester and end-semester examinations. The institute has an efficient mechanism to deal with examination related grievances. It is transparent in the pattern and rectification of grievances is time bound. There is complete transparency in the internal assessment. At the beginning of each semester, the faculty members inform the students about the various components in the assessment process during the semester. The internal assessment test schedules is prepared in advance and communicated to the students through college's website and whatsapp groups. The corrected answer scripts at random are verified by HOD and are distributed to the students to check if any discrepancy or doubt in checking and if any grievance arises it is redressed immediately. The faculties discuss the performances of the students in the internal examination and offers suggestions for betterment. The semester examination for the laboratory and projects are conducted and observer and external examiner appointed from other colleges as decided by the University. The marks obtained by the students in internal assessment tests are displayed on the department notice board.

File Description	Documents
Any additional information	View File
Link for additional information	https://sdm.org.in/uploads/files/Academic%20 Calender%2C%20Sdm%2002%202024.pdf

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.

Sankardeva Mahavidyalaya has offered B.A. Programme for last 42 years successfully. The institution has prepared Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for BA programme and these are displayed on the college website. The college conducts orientation programme for the students at the beginning of each academic session to make them aware about the programme and courses offered by the institution and their outcomes. It enables students to visualise the importance of the course, expected outcomes of the programme that he/she is going to study throughout prescribed course time. The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each semester. Course outcomes identify the unique knowledge and skills expected to be gained from a given course. The Student Satisfaction Survey (SSS) is also another instrument by way of which the college takes feedback on the extent of student attainment of learning outcomes. The modalities of curriculum and assessment are discussed in details by the faculties with the students in the class. Our college employs multiple channels to make students and teachers aware of learning outcomes of courses and programmes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://sdm.org.in/uploads/files/Programme%20Specific%20Outcomes.docx.pdf
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

The supposed outcomes of Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) are relayed to students' community by Course Induction Programme at the beginning of each academic session. The institution follows the specific syllabus pattern of Dibrugrah University and gave specific emphasis to grow the sense of critical thinking, imaginative ideas, effective communication, ethical uplift, environment awareness etc. The institution intends to provide the students with knowledge regarding various scopes for employability. The level of attainment of PO's,

PSO's and CO's are evaluated as follows:

1. PO's, PSO's and CO's are evaluated in each semester through mid- semester, end-semester exam, home assignments, seminar paper presentations etc.
2. Continuous and comprehensive evaluation is done to understand the students' attainments of POs and COs.
3. Assessment of overall performance of the students in the classroom and outside through internal and external assessments, extension activities etc.
4. Departmental teaching diaries are maintained by the faculties to evaluate completion of courses.
5. Teaching plans are formulated.
6. Records relating to student placement and progression are maintained.
7. Conduct of students satisfaction survey related to academic and general environment of the college and analysis of the feedback received is carried out.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sdm.org.in/uploads/files/Programme%20Specific%20Outcomes.docx.pdf

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

154

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://sdm.org.in/uploads/files/Annual%20Report%201st%20January%202024%20to%2031st%20December%202024%20final.pdf

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://sdm.org.in/uploads/files/SSS%202023-24.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)

00

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)	View File

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

04

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

03

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

20

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

In order to sensitise the students about the role and responsibilities in different social issues as a concerned citizen, the Sankardeva Mahavidyalaya has taken several extension activities in collaboration with different Units of the College as well as different government organisations, NGOs and educational institutions during the academic period from 2023-2024. For the academic year from July, 2023 to June, 2024, Sankardeva Mahavidyalaya has conducted about 43 different extension activities including -Counselling Programme on Four Year Under Graduate Programme, 41st Foundation Day of the College, International Lecture Series, Student Interaction Programme, observation of World Environment Day, International Women's Day, Book Inauguration ceremony, National Sports Day, National Unity Day, National Education Day, Clean India Campaign, Geography Awareness Week, Career counselling programme etc. In these extension activities, the College has made collaboration with different organisations, institutions, NGOs. This initiatives helps the students to actively participate in different societal activities to learn and understand about social responsibilities and duties as a concerned citizen of the country.

File Description	Documents
Paste link for additional information	https://sdm.org.in/data/page/extension-activity/
Upload any additional information	View File

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

467

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

01

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

03

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

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 was established in the year of 1982. After so many years of it's coming into existence, the college is now equipped with well-maintained classrooms, laboratories, library reading rooms, Seminar and conference rooms, ICT enabled classes and computing equipment to adopt the modern education system. The institution has 19 classrooms with electricity facilities, a good number of benches for students, good quality large white boards and other necessary materials to impart knowledge to students. To meet the curricular and co curricular needs, we have a Lecture hall with large capacity, a Seminar Hall, an Auditorium. A Canteen for students and staffs is also available in the college campus. The College library provides an immense academic support system in teaching-learning and research

activities for teacher as well as for the students. The library is situated in the ground floor having three storied building and is the hub of all academic activities of the college and which provides comprehensive access to text books, reference books, journals and magazine etc. For the benefit of students there are two well equipped practical laboratories for Education and Geography department. The computer laboratory has sufficient number of computers where students can do practical classes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/watch?v=gndnQ0Fumu8

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

The indoor and outdoor games facilities are being raised to a satisfactory level for the students and are under the strict vigil of an In-charge of teacher who sees that the games and sports are helping the participants to attain all round development primarily from the point of mind and body. A sophisticated Shooting Range was set up in the college campus. The Indoor Stadium was established for Sports Training Facility to the students of college. Yoga Day is celebrated on 21st June every year with great enthusiasm. Yoga programme is also conducted in the auditorium of college where students participated actively. The college has set up separate auditorium which has the intake capacity about 400 seats. The college firmly believes in co- curricular activities so that the students may develop themselves in all spheres keeping pace with the modern education system. In the college, there is a Cultural & Literary Activities and Magazine Committee, who looks after the various cultural activities to be performed during Fresher's Social, Teachers' Day, organizing quiz, debate competition, celebrating national and international, commemorative events in the college campus

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdm.org.in/data/page/shooting/

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

05

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdm.org.in/data/page/ict-classroom/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

92.56

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college possesses a well-furnished and resourceful library with 11,298 text books and 6497 reference books on various subjects such as Humanities, Social Sciences, Languages, and other related areas. In the library newspapers and Journals/Magazines are also available. The books are properly maintained in different bookshelves according to the DDC method. The library operation and service are partially

computerized using SOUL-3.0 software. This software provides the computerization of library resources with a bar-coding system. It also provides the facility of OPAC/web OPAC and stock verification. The library has a D-space scanner for scanning book and newspapers. Photostat facility is provided to the students in the library. Now, there are 7 computers in the library. One printer, a bar-code scanner, and a bar code printer are available. Dedicated lease line internet connection of 30 Mbps and 50 Mbps are assessable through LAN and Wi-Fi. At the beginning of every session HODs of various departments in consultation with the staff members prepare lists of books and journals required for their respective departments. These requirements are discussed by the library committee and an arrangement for the purchase of books and subscriptions for journals are made accordingly.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sdm.org.in/data/page/library/

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	D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

1,22,994.00

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

51

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The Sankardeva Mahavidyalaya, in order to cope with the age of modern technology, does not lag behind in possessing IT facilities in the institution. To cater to the demands and updated facilities for the students IT infrastructure are in constant change and modification. Not in terms of hardware but in terms of software also the integrated system is in the constant developing process. Constant guidance is provided to the students, they are encouraged to restrain their digital surfing in accordance with the syllabi or any other related arena. The College has a Computer Laboratory with requisite numbers of computer and these computers are made accessible to the students to instill the IT skill in them. The college has developed one smart classroom and an ICT enabled seminar hall, for conducting classes for the students. Seminars, various Workshops are also conducted in the Seminar hall cum smart classroom. The college is in possession of 27 Desktops and 3 Laptops. Among the 30 computers, 25 computers are used by the students and the rest are used by the official purposes. ICT equipment such as printers, photocopiers, projectors screen, and speakers in adequate numbers and is used for the sake of the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sdm.org.in/data/page/ict-classroom/

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

92.56

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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.

Proper maintenance and utilization of physical, academic and support facilities are augmented and maintained through various committees like Development Committee, Purchase Committee, and Library Committee, etc. formed every year by the members of the Teachers' Unit. The college has three Generator Sets are installed on the campus to provide an uninterrupted power supply to the entire college. Fire Extinguishers, Electronic Filters, Computers, Photocopier, Generator Sets, Stabilizers, Air Conditioners, etc. are also available on the college campus. Library: Library is a sacred place where the learners can acquire and enlighten themselves by gathering vast knowledge. The Library Committee which is responsible for making necessary purchases as per recommendations received from the teaching departments of the college. The library has its own rules and regulations and the librarian of this institution is well aware of those ethics.

Sports Complex: The Games and Sports section in the institution is being looked after by the In-change of Games and Sports of teacher. All the sports materials and equipment are stored in a sports storeroom under the supervision of the In-change of teacher. There is a playground where students can play different outdoor games like volleyball, cricket, football, etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sdm.org.in/uploads/files/Procedures%20and%20Policies%20for%20maintainance%202024.pdf

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	View File
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)	View File

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

21

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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. 3 of the above**

File Description	Documents
Link to institutional website	https://sdm.org.in/uploads/files/Annual%20Activities%20of%20SDM%2C%202024%20F.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`02`

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`02`

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent 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	`A. All of the above`

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

20

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

06	

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

Student council is very powerful and energetic at Sankardeva Mahavidyalaya. In every year, student council is elected thoroughly in a democratic way. President is the head of the student council but General Secretary is the chief functionary of the council. But no one can do anything without a general concensus. Through this union body, they can actively participate in academic and non-academic sphere. President is the constantly touch with the authority as the authority considers him as the key key representative of the student community. Regarding sessional exams, college week and other rituals activities, he gets the opportunity to opine his views. General Secretary and other twelve portfolios play pivotal role in co-curricular and extra-curricular activities. Festivals like Saraswati Puja, Sankardeva Tithi etc are perform under the aegis of festival secretary, Literary secretary holds various literary competitions including debating, Symposium, Wall magazine competition etc. Cultural secretary arranges cultural programs including Borgeet competition, Cultural procession, Freshers function etc. Sports secretary organizes various sports events outdoor and indoor to accelerate the quality of students in sports as a whole. Thus, Sankardeva Mahavidyalaya Students Union get enough scope and advantage to steer the direction of the authority in favour of the student as a whole.

File Description	Documents
Paste link for additional information	https://sdm.org.in/uploads/files/ELECTION%20 2023_merged.pdf
Upload any additional information	View File

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

02

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

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

The college has an Alumni Association. The association is dedicated to bringing together the alumni committee on a common platform to build another channel of personal and professional support to the college family. The mission of the alumni association of Sankardeva Mahavidyalaya is to provide a vibrant, global network and forum that connects and engages the alumni with their Alma Mater. The college has no registered Alumni Association. The newly formed alumni association tried to organise an alumni meet in coming days.

File Description	Documents
Paste link for additional information	https://sdm.org.in/data/page/alumni-association/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

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

The Vision of Sankardeva Mahavidyalaya is "to undertake the challenging task of educating the deprived and depressed classes of society with the available means. The college is to grow the sense of civic responsibilities and nationalism among the students so that they will be able to participate in the socio-cultural development of the society in a democratic spirit. The vision of the college is to produce at least one graduate from each family from the catchment area of the college. Maintaining a deep attachment with students and their family for correlation is another vision of the college. "

The mission of the College is 1. To encourage the poor and meritorious students to pursue higher education at any cost. 2. To provide education to students belonging to tribal sub-plan area. 3. To promote an ideal academic environment through innovative and effective teaching learning process. 4. To encourage students' participation in community services through extension activities for enhancing social responsibility. 5. To embedden the students by providing a congenial platform to face the challenges of competitive world. 6. To establish a suitable bridge between college family and the local people.

File Description	Documents
Paste link for additional information	https://sdm.org.in/data/page/mission-vision/
Upload any additional information	View File

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

Sankardeva Mahavidyalaya is now affiliated with Madhabdev University (previously affiliated with Dibrugarh University), and its governance and operations are conducted in strict adherence to the guidelines and statutes established by the academic and executive councils of the university. Within this regulatory framework, the college follows a policy of decentralization and participative management to effectively achieve its vision and mission.

The Governing Body serves as the highest decision-making authority of the college. Its participative approach is reflected in its composition, which includes representatives from both the teaching and non-teaching staff on a rotational basis, fostering a democratic and inclusive institutional culture. The administrative and academic activities of the college are overseen by the Principal, Vice Principal, and the IQAC (Internal Quality Assurance Cell) coordinator, supported by faculty and non-teaching staff representatives. Responsibilities are equitably distributed among all staff members, ensuring collaborative efforts toward institutional goals. Thus, all stakeholders—ranging from the Governing Body Chairman to the Principal, faculty, non-teaching staff, and students—actively contribute to the smooth functioning of the college.

Additionally, various committees are assigned specific responsibilities to manage different activities of the college. These committees operate with full autonomy, enabling efficient and independent functioning. Departmental activities are supervised by the Heads of Departments, ensuring effective coordination and management across all areas of the institution.

File Description	Documents
Paste link for additional information	https://sdm.org.in/uploads/files/CELL%20%26%20COMMITTEE%202023-%2024.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. The college is dedicated to nurturing a strong research ecosystem through its Research Cell. This initiative includes publishing books under the institution's Self-Publication House and organizing a series of workshops to enhance research skills and innovation.

2. Various cells, including NSS, GSERT, and the Eco Club, are actively involved in ensuring the responsible disposal of waste materials, promoting a cleaner and greener campus.

3. In line with NEP 2020, the college is transitioning from a teacher-centric to a student-centric learning model, fostering interactive and engaging educational experiences.

4. Recent developments include the expansion of digital classrooms to facilitate workshops and events and the addition of ICT-enabled classrooms across various departments, making education more accessible and interactive. For students' convenience, a new bike stand is also planned on campus.

4. The college has formalized Memorandums of Understanding (MoUs) with Assam Electronics Development Corporation Ltd., Bamunimaidan, Guwahati; Shobukai Association, Laluk; and the Geography Departments of both Sankardeva Mahavidyalaya and Darrang College.

5. The institution strictly adheres to the reservation policies outlined by the Assam government, ensuring fair opportunities for students from SC, ST, OBC, and BPL categories. This approach maintains transparency and dynamism in the admission process.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sdm.org.in/data/page/memorandum-of-understanding/
Upload any additional information	View File

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.

Sankardeva Mahavidyalaya operates under the governance of the Higher Education Department of Assam, which oversees all colleges across the state. The administrative responsibilities of the college rest with the Principal, who is directly accountable to the Department of Higher Education. The Principal plays a pivotal role in executing the institution's strategic plans and ensuring smooth operations. In collaboration with the Academic Officer (Vice Principal), the administration maintains the seamless execution of daily activities.

To enhance the holistic development of students, various committees are formed at the beginning of each academic year. These committees are assigned specific responsibilities aligned with the institutional plans and curricular activities. Key administrative committees include Examinations, Scholarships, Finance & Purchase, Discipline, Sports, Admissions, Internal Complaint Cell, Library, Anti-Ragging, Alumni/PTA, Monitoring, Canteen, Student Welfare, Teacher and Employee Welfare & Wellness, Feedback, NSS Advisory, IT Cell, Entrepreneurship & Skill Development, Girls' Hostel Management, Disaster Management, KKHSOU Management, Women's Cell, ST/SC/OBC/Minority/Weaker Section, Grievance Redressal, and Student Information. Each committee, led by senior faculty members, ensures the effective execution of administrative tasks in compliance with academic bodies and government regulations.

Faculty recruitment strictly adheres to the latest UGC guidelines and Assam government regulations, while non-teaching staff are appointed based on government-approved vacancies and recruitment policies. The college has also submitted the backlog of sanctioned posts to the Higher Education Department, Government of Assam, to ensure optimal staffing.

File Description	Documents
Paste link for additional information	https://sdm.org.in/
Link to Organogram of the Institution webpage	https://sdm.org.in/uploads/files/6_2_2%20Institutional%20Organogram%20SDM.pdf
Upload any additional information	View File

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	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

- **There is a Teachers' Welfare Fund, which provides financial assistance to faculty members during times of need, enabling them to manage unforeseen challenges effectively. Additionally, the Teacher & Employee Welfare Fund extends support to both teaching and non-teaching staff, ensuring that all employees have access to financial aid when required.**
- **Both teaching and non-teaching staff are entitled to summer and winter vacations as per the directives of the Higher Education Department.**
- **Employees are granted earned leave as per government norms.**
- **Female employees can avail of maternity leave for up to 180 days and Child Care Leave (CCL).**
- **Employees are entitled to 12 days of casual leave annually for personal engagements or unforeseen circumstances.**
- **The college provides a medical insurance plan to ensure that**

- employees have access to necessary healthcare services when required.
- A provident fund scheme is in place to help employees secure financial stability for their future.
- Each department has a designated common room for faculty members to hold discussions, conduct research, and relax between sessions.
- A separate common room for staff members, equipped with necessary amenities.
- A well-maintained canteen that serves hygienic and affordable food to faculty, staff, and students.
- Employees have access to both indoor and outdoor sports facilities, encouraging physical well-being and recreational activities.
- A secure parking space is available for faculty and staff to ensure convenience.
- The college library provides faculty and staff with extensive academic resources, research materials, and reading spaces.
- Safe and hygienic drinking water stations are installed throughout the campus.

File Description	Documents
Paste link for additional information	https://sdm.org.in/data/page/welfare-measures-for-teaching-non-teaching-staff/
Upload any additional information	View File

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

05

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

`04`

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	[View File]
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File]

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

`12`

File Description	Documents
IQAC report summary	[View File]
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File]
Details of teachers attending professional development programmes during the year (Data Template)	[View File]

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

The Internal Quality Assurance Cell (IQAC) of Sankardeva Mahavidyalaya upholds a well-structured Performance Appraisal System to evaluate the efficiency and contributions of both teaching and non-teaching staff. Each year, faculty and staff members are required to submit a comprehensive performance report in a standardized format provided by the IQAC, ensuring a systematic assessment of their professional activities and growth. For the teaching faculty, the appraisal process encompasses a detailed account of their academic and research contributions, including published works, seminar and conference presentations, and participation in co-curricular and institutional activities. Their involvement in corporate life and administrative responsibilities is also taken into consideration, ensuring a holistic evaluation of their impact on the institution. Similarly, non-teaching staff members are required to document their professional development, highlighting their participation in various training programs, workshops, and skill enhancement sessions.

Once submitted, the Annual Performance Appraisal Reports (APARs) undergo a meticulous verification process, first by the designated Teacher-in-Charge and then by the IQAC. These reports play a crucial role in determining career advancements, serving as essential documents for promotion considerations. Furthermore, the collected data is systematically compiled and utilized for institutional reports, contributing to the annual assessments for NIRF, AISHE, and NAAC accreditation. Through this rigorous and transparent appraisal system, Sankardeva Mahavidyalaya fosters a culture of professional excellence, accountability, and continuous development, ensuring that both faculty and staff contribute meaningfully to the institution's growth and success.

File Description	Documents
Paste link for additional information	https://sdm.org.in/data/page/self-appraisal-format/
Upload any additional information	View File

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

At Sankardeva Mahavidyalaya, Pathalipahar, financial transparency and accountability are of utmost importance, and as a result, both internal and external financial audits are conducted regularly. The audit process plays a crucial role in ensuring that all financial transactions, including payments and receipts, are systematically reviewed and verified. The Head Assistant meticulously examines the financial records, and the Principal cross-verifies them to maintain accuracy and compliance with financial regulations. To further strengthen financial oversight, an Internal Financial Audit is conducted by a designated auditor, appointed by the governing body, in consultation with Government Auditors or Chartered Accountants. This internal review provides valuable insights into the effectiveness of financial controls and helps the institution address any discrepancies proactively.

Additionally, the External Financial Audit is carried out by the Assistant Director of Audit (Local Fund), Government of Assam. Any queries or objections raised during this process are promptly addressed by the college authorities, ensuring that financial operations remain transparent and aligned with government regulations. Beyond audits, the institution also places great emphasis on inventory management. A dedicated Stock Checking Committee is responsible for verifying stock entries and maintaining an accurate record of assets, further reinforcing the institution's commitment to financial discipline and operational efficiency. Through these rigorous measures, Sankardeva Mahavidyalaya upholds a culture of financial integrity, systematic governance, and unwavering accountability.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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)

00

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

As a government-run institution, Sankardeva Mahavidyalaya receives its primary funding through the Higher Education Department of the Government of Assam. The allocation of funds is carried out in accordance with various government schemes under the education department, ensuring that financial resources are distributed strategically to enhance the institution's infrastructure, academic environment, and overall student experience.

Every rupee allotted is utilized with strict adherence to government rules and regulations and is subject to rigorous auditing procedures to maintain transparency and accountability. In addition to government funding, the college generates internal resources through a specific percentage of the fees collected from students, which are categorized under "Local Funds." These internally mobilized funds play a crucial role in meeting minor institutional expenses and supporting student-centric initiatives.

To ensure effective utilization and optimal management of financial resources, the college has established dedicated Development and Purchasing Committees. These committees are responsible for strategic planning, monitoring, and overseeing the disbursement of funds, ensuring that every expenditure directly contributes to institutional growth and student welfare. Through these well-structured financial mechanisms, Sankardeva Mahavidyalaya upholds a commitment to fiscal discipline, accountability, and sustainable development, reinforcing its mission to provide quality education in an efficiently managed environment.

File Description	Documents
Paste link for additional information	https://sdm.org.in/uploads/files/CELL%20%26%20COMMITTEE%202023-%2024.pdf
Upload any additional information	View File

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

The Internal Quality Assurance Cell (IQAC) of the college plays a pivotal role in embedding a culture of continuous improvement and quality enhancement across all institutional activities. By implementing well-defined quality assurance strategies, the IQAC ensures that the academic environment remains dynamic, progressive, and aligned with modern educational standards.

To foster professional development and academic excellence, faculty members are actively encouraged and supported to participate in Orientation Programs, Refresher Courses, Faculty Development Programs (FDPs), Workshops, Seminars, and Conferences that focus on innovative teaching methodologies, research advancements, and overall faculty enrichment. Special emphasis is placed on motivating teachers who have not yet acquired a Ph.D. to actively engage in research, pursue higher studies, and contribute to academic publications.

The IQAC also plays a crucial role in ensuring smooth participation in examination and evaluation processes, maintaining academic integrity and efficiency in assessments. Additionally, the institution is committed to student welfare, and to support financially disadvantaged students, the college extends financial aid through the "Students Welfare Fund", a dedicated local fund aimed at assisting those in need. Recognizing the challenges faced by economically weaker students, the college, with the support of IQAC, provides affordable transportation facilities at the lowest possible fare, ensuring accessibility to education without financial constraints.

To enhance the teaching-learning experience, faculty members are encouraged to integrate modern pedagogical tools into their classroom sessions. The use of audio-visual teaching aids, charts, models, and interactive learning resources makes the teaching

process more engaging, student-centric, and effective.

File Description	Documents
Paste link for additional information	https://sdm.org.in/data/page/extension-activities/
Upload any additional information	[View File](#)

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 Internal Quality Assurance Cell (IQAC) of the college operates as per established norms, comprising a diverse group of members, including teacher representatives, management members, administrative staff, local society representatives, students, alumni, employers, industry experts, and parents. This well-structured committee plays a crucial role in periodically reviewing the teaching-learning process, refining operational methodologies, and assessing learning outcomes to ensure continuous improvement. The IQAC ensures that all academic activities are strategically planned and executed in alignment with the academic calendar.

To maintain transparency and accountability, the IQAC has established a Feedback Committee that systematically collects feedback from various stakeholders. Special emphasis is placed on gathering students' feedback on faculty performance, teaching methodologies, and evaluation processes, as this provides critical insights into the effectiveness of the teaching-learning experience.

Based on the collected feedback, the IQAC takes appropriate measures to enhance the teaching-learning environment. Faculty members are encouraged to conduct bridge courses, add-on courses, and remedial classes to address students' academic needs. The integration of ICT-based teaching methodologies is also strongly promoted to create a more interactive and student-centric learning atmosphere.

For effective academic supervision, the college has an Academic Monitoring Committee, formed in consultation with the IQAC. Led by the Vice-Principal, this committee conducts regular classroom visits to monitor the punctuality, discipline, and overall quality of academic activities.

Recognizing the need for additional academic support, the IQAC has

also introduced Remedial Classes for students who require extra guidance.

File Description	Documents
Paste link for additional information	https://sdm.org.in/uploads/files/CELL%20%26%20COMMITTEE%202023-%2024(1).pdf
Upload any additional information	View File

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)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://sdm.org.in/uploads/files/Annual%20Report%201st%20January%202024%20to%2031st%20December%202024%20final.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institution has taken various measures for the promotion of gender equality. On 08th March, 2024 International Women's Day was celebrated which was organize by Women Cell, Sankardeva

Mahavidyalaya, Pathalipahar, Lakhimpur. A renowned Women Entrepreneur, Mrs. Minu Borah was invited for the occasion.

Apart from celebrating International Women's Day every year, this year the institution has organized a lecture series of Gender Studies and Human Rights on the topic, "Gender Based Violence and Human Rights" organised by the Department of Political Science, SDM in 10th April,2024. The resource person was Prangana Borah, District Mission Co-ordinator, Lakhimpur District.

Another initiative taken by the institution to promote gender equality by organizing International Day of Yoga on the theme, "Yoga for Women Empowerment" organized by NSS Unit & Yoga and Meditation Centre, Sankardeva Mahavidyalaya in Collaboration with IQAC, SDM on 21st June, 2024.

File Description	Documents
Annual gender sensitization action plan	https://sdm.org.in/uploads/files/7_1_1%20web%20link%20annual%20gender.pdf
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	https://sdm.org.in/uploads/files/GENDER%20SENSITIZATION%20%26%20SPECIFIC%20FACILITIES%20FOR%20WOMEN.pdf

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	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	View File

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

The institution has taken initiative in whatever it could have done regarding management of degradable and non-degradable waste due to physical constraint and other reasons. The institution has taken initiative in regards to solid waste management.

- **The solid waste is constructed near the college canteen where the waste is deposited and use in the growing of vegetables and replenish the fertility of the soil.**
- **Colour-coded labelled bins segregate dry and wet waste in the canteen, verandas, and open areas .**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

7.1.4 - Water conservation facilities available 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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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

C. Any 2 of the above

5.landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

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	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
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	[View File](#)

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).

- A Lecture programme was organized on the "Origin and Development of the Assamese Language" by the Department of Assamese, Sankardeva Mahavidyalaya on 31/08/23. Mr. Purna Borah, HoD, Pub-Dikrong College was invited as a resource person for the occasion.
- Hindi Divas was observed by the Department of Hindi, Sankardeva Mahavidyalaya on 14/09/23.
- The Institution has put another effort by organizing a National seminar on "Bhaona Culture in the context of Neo-Vaishnavite Movement with special reference to Assam on 22/09/23 by Department of Assamese, Sankardeva Mahavidyalaya.
- Rashtriya Ekta Divas was organised on 31/10/23 by NSS UNIT, Sankardeva Mahavidyalaya, Pathalipahar, Lakhimpur.
- International Mother Language Day- 21-02-2024- Department of Assamese, SDM.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

- Counselling programme on Newly Elected Students' Union on 08/11/23 by Principal Office, SDM .
- International Human Rights Day- Resource Person- Dr Violet

Hazarika, Assistant Professor, Dept of Political Science on 10/12/23. It was organized by Department of Political Science in Collaboration with IQAC, SDM .

- Special Camp for Registration of New Voters by Electoral Literacy Club, SDM on 15-12-2023. Electoral Literacy Club, SDM has organised for the students to become as a responsible citizen towards the country and the constitution.
- National Voters Day programme was organised on 25-01-2024 by Department of Political Science in Collaboration with IQAC to create awareness about their right to exercise vote.
- Campaign on Mera Pehla Vote Desh Ke Liye- Mr. Utpal Saikia, Associate Professor, Department of Sociology, Sankardeva Mahavidyalaya- 06-03-2024- NSS UNIT, Electoral literacy Club in Collaboration with Department of Political Science.
- Art Competition on the Occasion of World Environment Day- 05-06-2024- IQAC, SDM in collaboration with Laluk Higher Secondary School.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

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	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

- National Librarian Day was organized by the Library of SDM on 12th August,2023.
- Observation of Bibhajan and Bibhisikha Smriti Divas on 14 August 2023 by Department of Political Science on 14/08/2023.
- Independence Day was celebrated by the Institution..
- National Sports Day was organised by NSS Unit on 29th August.
- NSS Day celebration was organised by NSS unit, on 24/09/2023.
- Celebration Rashtriya Ekta Divad (National Integration Day) was organised by NSS Unit, on 31/10/2023.
- Observation of National Education Day was organised by IQAC on 11/11/2023.
- Geography Awareness Week, 2023 organised by the Geography Department was started on 13/11/2023 with the theme "The Power of the Place".
- World Aids Day on 01/12/23 was organized by IQAC in Collaboration with NSS UNIT.
- National Voters Day on 25-01-2024 was organized by the Department of Political Science and IQAC.
- Republic Day was observed on 26-01-2024 by the Institution with help of NSS Unit.
- International Mother Language Day was celebrated on 21-02-2024 by the Department of Assamese.
- International Women's Day was celebrated on 08/03/2024.
- Art Competition on the Occasion of World Environment Day was celebrated on 05/062024.
- "Yoga for Women Empowerment" organized by NSS Unit & Yoga , Meditation Centre and IQAC, on 21st June, 2024.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

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 : CAREER COUNSELLING PROGRAMME IN RURAL HIGHER SECONDARY SCHOOLS BY IQAC.

BEST PRACTICE- 2 : MUSHROOM CULTIVATION IN CAMPUS

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

For the first time since its establishment, the Institution has organized an International Workshop. This initiative and priority of the Institution has brought an opportunity for the Teaching Faculties, Non-Teaching Staff, and Students to interact with the global world

A One-Day International Workshop on "The Elements of Weather and Climate" was organized by the Department of Geography in collaboration with GSERT, Sankardeva Mahavidyalaya on 5th March 2024 The workshop featured distinguished resource persons, including Dr. Hideyuki Kamimera from NIED and Chiba University, Japan, Prof. Toru Terao from Kagawa University, Japan and Mr Prolay Saha, a PhD scholar from the Department of Physics, Cotton The event provided an opportunity for participants to gain valuable insights into the key elements of weather and climate from experts in the field. A total of 55 students participated in the workshop along with teachers.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

In the next academic 2024-25 year, the key focus will be

1. One-week counselling programme on Four Year Undergraduate Programme (FYUGP)
2. Awareness Campaign on Nasha Mukti Bharat Abhiyan
3. Career Counselling Programme on Career in Information Technology
4. Create awareness in the locality about Hygiene and Environmental Awareness.
5. To organize a Book Fair for the first time in the College Campus.
6. A talk on Digital Trap.
7. Providing financial assistance to students in the adopted village.
8. To adopt a new step to create awareness about different diversities among the students fraternity by introducing traditional dresses as a uniform instead of wearing college uniform in one of the working day of the college routine.