



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SUALKUCHI BUDRAM MADHAB SATRADHIKAR COLLEGE

**P.K ROAD, SUALKUCHI DIST- KAMRUP PIN-781103 ASSAM
781103**

www.sbmscollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sualkuchi Budram Madhab Satradhikar College stands as the lone sentinel of Higher Education in the entire township of Sualkuchi, imparting education to all young aspirants. The foundation stone of the college was laid on 1st August, 1963. The village reverberates with the Satra culture of the great Vaishnavite saint and reformer Mahapurush Srimanta Sankardeva. The college derives its name from two great Vaishnavite celibates of Shree Shree Iswar Hati-Satra of Sualkuchi, Late Budram Mahanta and Late Madhab Mahanta who donated 42 bighas of land for the great cause of higher education in Sualkuchi. Sualkuchi, prominently known as the ‘Manchester of Northeast’ on account of its Silk and Muga industry, is situated on the North bank of mighty Brahmaputra. The institution prides itself of a ‘Green Campus’ abounding in verdant tress and a fresh water pond. The socio-economic demography of the locality displays an industrious and hospitable populace exhibiting great zeal for entrepreneurship. The institution owes its inception to the great thirst for knowledge of a few donors, Late Hrishikesh Dewan, Late Lohit Dewan and Sarukhel Gayan Raij Gairah, along with the voluntary public donations. The founder president was Late Ganesh Chandra Das, Vice-President Late Dr. Narayan Chandra Kakati, founder Jt. Secretaries were Late Hem Kanta Das and Late Karmeswar Baishya, former Head of the Department of History and founder Principal Sir T. C. Rastogi as the torch-bearer. The college came under the deficit system of grants-in-aid in December 1972.

The institution is endowed with highly qualified and dedicated teaching staff and a host of hard working non-teaching office holders. The faculty members engage themselves in various research activities for their academic enhancement over and above their professional duty. A good number of faculty hold doctoral degrees. The numerous publications in books, journals and news-bulletin stand testimony to the active academic pursuit of the faculty. The institution is enriched by the numerical strength of students which in retrospect, reminds one of the journey of the nascent institution with just a handful of students. The institution generously adheres to the increasing demand for gender equality in the sphere of education. It can proudly claim of producing students with high academic scores and myriad accolades to their credit as future citizens of quality.

Vision

Vision Statement:

- ‘To ensure quality of education, infrastructure and services for the holistic development of young minds, we are someone here at Sualkuchi’ With this vision in mind, this institution envisions the holistic development of each of its students and tries to extract their potentialities to the ultimate level. The institution strives to impart democratic and scientific temper among the students to groom them as responsible citizens of the society. As the only seat of higher education of the locality, this institution aims to impart quality education to the learners and to enable them to meet the needs and challenges of the time.

Mission

Mission Statement:

- ? To impart higher education to the eligible youth of the locality and the adjoining areas
- ? To enrich and empower the young generation through quality education
- ? To make higher education accessible to the under-privileged section of the society
- ? To promote ideas of national integration, secularism, scientific outlook, a cosmopolitan and humanistic approach towards life
- ? To develop the potentials of the students in co-curricular and extra-curricular fields through participation in literary, cultural, sports and extension activities
- ? To implement innovative techniques so as to make teaching-learning process more effective and student-centric
- ? To sensitize students towards social concerns like gender and environmental issues, human rights, ethical and patriotic values for a holistic approach
- ? To promote community involvement in the domain of knowledge and education

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Located in a rural area, which is environmentally pollution free and can proudly claim to be a “Green Campus” sustained by Green and Energy Audit.
- Only centre of higher education in the greater Sualkuchi area.
- Equipped with well- defined vision and mission statements that are reflected in its plans and policies.
- Decentralised and participatory administrative management system.
- Perspective Plan and Strategic Plans which are effectively deployed.
- Robust and transparent mechanism for internal assessment.
- Apart from providing regular courses of study in Arts, Science and Commerce streams, this institution also has departments for vocational education, Community College Programme, Computer Training, Fashion Technology, Animation and Graphic Design to cater to skill-based education.
- Actively involves in student-teacher exchange programme, signing MoUs with other institutions of higher education in the neighbouring areas.
- The Science Stream of the institution periodically conducts science awareness programme as an incentive to popularise scientific temper at the primary and secondary levels.
- Adequate physical and IT infrastructure along with well-equipped multi-gym, basketball and tennis court.
- Well-designed Health Unit in collaboration with the local PHC.
- For the physical and mental well-being of the students periodical yoga camps, counselling sessions are conducted within the institutional framework.
- Maintains different cells and centres like study centre of KKHSOU, IDOL, Career-Counselling and Guidance Cell, Women Cell, Student Welfare Fund, National Service Scheme (NSS), Internal

Complaint Committee, Anti-Ragging Cell, Grievance Redressal Cell, Placement Cell and NCC.

- Alternative means of sustainable power backup in the form of solar panel and powerful generator systems.
- The entire college campus is under CCTV surveillance.
- The college has Boys' and Girls' Common rooms provided with water purifier and hygienic washrooms.
- Well maintained Library with approximate 30000 books, catering to all subjects, 170 journals, and both national and institutional, 72 periodicals, along with subscription for 20000 journals.
- Provides both online and offline access to old question papers.
- Well-maintained reading room for the students along with a set of 10 computers, barcode scanner, printers and online access to library resources.
- Engages in extensive community activities in the locality and its adjoining areas over and above tending to an adopted village 'Rawanboi'.
- Feedback mechanism system for its stakeholders.
- Provision for kitchen garden, vermi-compost, rain-water harvesting, and recreation/refreshment zone and siesta room for faculty members.
- As a fillip to women education, the institution can pride itself with an increased ratio of female students to male students.
- Ramps and other assistance for specially-abled students.

Institutional Weakness

- A good number of students belong to poor economic background for which they engage themselves in other livelihood activities hampering their daily attendance.
- There is likelihood of exodus of students with good academic scores to the metropolis for pursuing higher studies.
- Department-wise strength of sanctioned teaching staff is inadequate.
- Inadequate sanctioned non-teaching staff for administrative purposes.
- Non-availability of an auditorium in the college campus till now.
- There is relatively less self-resource mobilization and mostly dependent on government funding.
- There is lack of well-equipped sport facilities.
- Limited infrastructure facilities for PWD students
- Students exhibit restricted communication skills in both English and Hindi.
- Inadequate solar energy panels in the institute
- Inadequate play-ground facility and lack of indoor stadium

- MOOCS and other online courses are yet to be introduced.

Institutional Opportunity

- A Government sanctioned state of the art auditorium in the south east corner of the college campus is under plan.
- Scope for introducing more need based vocational courses over and above the already existing ones.
- Scope for more self-employment opportunities.
- Scope for introduction of P.G. Programmes.
- With the introduction of Commerce stream, awareness for entrepreneurship and self-based employment

opportunities are increasing.

- A good number of students have been employed in institutes of Fashion Technology and Animation and Graphic Design, as an outcome of the B.Voc course of the institution.
- The signing of MoUs by the institution with other centres of higher education has widened the scope for openness and student-teacher exchange programmes.
- Scope for involvement in cultural and sports activities.
- There is scope to enhance botanical garden including medicinal herbs and plants and kitchen garden
- Possibilities to engage in community outreach activities designed to elevate the socio-economic conditions of the rural community

Institutional Challenge

- The majority of the students of the college are from BPL category and avail free admission offered by the govt., therefore, the institute has limited option for resource mobilisation to open self-financing courses.
- To surge in enrolment for self-financed courses due to the financial constraints of the majority of students.
- A good amount of the college fund has been drained out for the payment of part time/ contractual faculty.
- In order to meet the financial constraints at the domestic level, there are a considerable number of drop-out students.
- Inadequate of modernized classrooms facilities in the institution.
- Decreasing student dropout numbers.
- To secure job placements for graduating students.
- The geographical location of the institute, creating a sense of isolation presents a significant challenge. As the learners of nearby areas hail from lower economic condition, they are not in a position to bear the transportation cost and as a consequence, it reflects in the enrolment of the institute.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Following the objects of curriculum of the Gauhati University, SBMS College ensures proper planning and documentation of all academic transactions by implementing CBCS system since 2019-2020. From 2023-2024, the college has implemented NEP 2020 into the curriculum. To ensure smooth academic planning, the departments follow the Academic Calendar formulated by the Academic Cell of the college, which corresponds to the academic calendar of the affiliating university. At the beginning of the academic year, students are informed about the scope of their academic programmes, including the syllabus, courses outcomes and programme outcomes. The departments of the college operate according to a master schedule created by Academic Cell. Course are systematically allocated to faculty members within their respective department. Each department is responsible for developing and maintaining teaching and lesson plans with regular reviews to ensure the effective execution of the curriculum. Faculty members also keep a detailed 'Teachers Dairy' to document daily classes and the course contents covered. Where necessary, supplementary Study materials are provided to students. Additionally, remedial classes are offered for students requiring extra support and it is reflected in the master schedule of the college. Continuous Internal Evaluation (CIE) is an integral part of curriculum delivers.

Keeping in mind to enhance skill aspect of youth, the institution has long standing programmes on computer hardware and networking, animation and graphic design, photography, video-editing, advanced embroidery, pattern making, drafting, garment making, etc.

Efforts are made to integrate all cross-cutting issues relating to gender, human values, environment sustainability, professional ethics etc. For the holistic development of the institution, effective feedback system from students, guardians, alumni and teacher is in operation.

The college also organizes lectures and talks inviting speakers to deliver on important topics and encourages student's participation in various literary, art, craft, sports and cultural activities etc; to foster human values in them. For example, to make the gender issue more vibrant, the department of political science conducted a certificate course on gender studies which also added a fillip to the already existing honours course which included an exclusive paper on gender issues.

Classroom deliberations are made through traditional methods and multimedia. During the pandemic period, classes were conducted through video conferencing platforms such as Google meet, Zoom etc. physical education, sports, yoga classes, eco-camps, environmental field trips, educational tour, work-out at the gymnasium are an integral part of the curriculum.

Teaching-learning and Evaluation

platform for their active participation in gaining knowledge and experience. The geographical location of the institution enables it to attract students from different socio-cultural background in its periphery. Admission into different programme is based on intake capacity as well as catering to the reserved seats for various categories. The institution has a satisfactory student-teacher ratio having well qualified teachers bearing PhD degree.

Through the methods of experiential learning, participative learning and problem-solving methods, the institution ensures effective teaching-learning processes. For example, under the category of experiential learning, educational trips, places of historical significance and museums, visit to zoological and biodiversity parks and aqua resorts, industrial visit, media centers, screening of movies and documentaries are undertaken over and above curriculum-based research projects and group assignments.

Apart from conventional classroom teaching, group discussions, presentation, field trips and social awareness activities as a part of experiential learning are conducted by the departments from time to time. In alignment with the academic calendar, the departments conduct class tests, seminar, workshop, training, project work, co-curricular activities, etc.

Similarly, under participative learning, students are encouraged to make literary contribution to the annual college and department wall-magazines, participate in various sports, cultural activities as well as academics like seminars and webinars, quizzes, debates poster making along with participating in language and communication labs. Problem-solving methods are initiated to enable students 'to think critically' and to 'make individual decisions' and giving them platform for extempore speech and group discussion on relevant issues.

The institution follows Continuous Internal Evaluation (CIE) to promote student's performance and learning outcomes. The internal examination is conducted by the Examination Cell of the college in alignment

with the academic calendar formulated by the college. All the important notices relating to internal examination, assignments- both theory and practical, departmental programmes are intimated through notice board, departmental WhatsApp groups. The departments deal with various academic and non-academic concerns that affect their functioning, such as performance in the class tests and the performance of slow learners. The departments also reconduct the internal examination for the students who missed internal examinations due to illness or other associative problems.

Through well-defined Programme Outcomes (POs) and Course Outcomes (OCs); the students are made aware about what is expected of them to learn during and after the completion of their courses. The institution endeavours to ensure that there is coherence between course outcomes and teaching strategies implemented in order to achieve these goals.

Research, Innovations and Extension

The institution has been pursuing and encouraging students to undertake undergraduate field-based research projects under the guidance of the faculty members curtaining into the syllabus. The institution has a 'Research Cell' that takes initiatives to public research journals and also to inspire faculty members to publish research articles in the UGC-CARE listed, SCOPUS etc.

The institution has a well-balanced ecosystem for innovations in the sphere of academics as well as in community development. For example, in the domain of academics, Indian knowledge system, awareness about intellectual property rights (IPI) which was evident through organizing seminar relating to it, and community development that manifest in the adopted village of '*Rawanboi*'.

For creating awareness about the avenues in higher education, faculty visits are conducted in the nearby schools and junior college. During the pandemic period, the faculty members extended human services to the locality by distributing food items and handmade sanitizers prepared by the Department of Chemistry and the Department of Botany. The MoUs have been signed by various departments of the institution with sister institutions, industries and universities. As outcomes of extension activates in the neighborhood community and sensitizing students to social issues, the institution undertakes plantation dives in and around the campus and cleaning the river front of the Brahmaputra washing the shores of the village. The NSS Unit of the college is actively engaged in a wide array of extension activities. These activities include village awareness programmes aimed at the upliftment of the adopted village '*Rawanboi*'. The NSS also has undertaken hygiene and sanitation campaigns targeting both households and students and campus cleanliness drives in the adopted village '*Rawanboi*'. These initiatives align with national movements like Swachhata Pakhwada, Freedom Run 2.0 and the FIT India Run, promoting fitness awareness. Additionally, the NSS organized flood relief efforts and collaborated with the local PHC to raise awareness on COVID-19 vaccination, helping to conduct vaccination camp. The NSS contributes to maintain ecofriendly initiatives by planting various saplings across the college campus. Students from all the departments activity volunteer for the NSS and observe significant days of international importance including International Yoga Day, Independence Day, Teachers Day, World Environment Day, NSS Day, National Unity Day, World AIDS Day, World Health Day, University Level Mega Special Camp, Gandhi Jayanti, Tobacco Awareness Camp etc.

Infrastructure and Learning Resources

The college campus extends over 13.88 acres (42 bighas) of land, bordered by SBMS College, Sualkuchi, out

of which the highest area of 22.07% is covered by Natural Conservation and Vegetative Area. Buildings and establishments span over 10.06% of the total campus area. Open Space covers 16.50% of the campus while the pond, playground, waste management, vermicomposting unit, parking space, garden area and area under internal roads cover 13.62%, 15.01%, 0.01%, 0.001%, 1.57%, 0.70% and 1.23% area respectively. Wetland Area accounts for 19.01% of the campus area.

The institution has augmented its infrastructure systemically and consciously over the last five years. The total campus area of the college is 42 bighas; that enables to establish adequate infrastructural facilities like classroom including ICT enabled smart classrooms, laboratories, computing equipments, staff rooms, conference room, and seminar halls, reading rooms, provision for differently abled students along with basketball and tennis courts. The campus includes 5-6 Assam type blocks along with 3 RCC buildings including the Principal's office, Departments, IQAC Room, Conference Room, Virtual Class-room, classrooms, laboratories, Boys' common room, Gymnasium, siesta room, Sound Recording Studio etc. The college is equipped with 38 well-maintained classrooms for conducting regular classes and has a well-equipped Virtual Classroom. There are a total of 9 laboratories associated with different departments of Science, Arts, Computer Education, B.Voc facilities in the college. The college also has two computer labs.

The Central Library is housed in a separate building equipped with ICT facilities and having a spacious reading room for its users. It is partially automated using SOUL 3.0 The library has 30016 books (including Textbooks and Reference Books) and verity of other print and web resources, both for the academic and research purposes. The library has 4 nos. of journals. There are numerous volumes of encyclopedia and classical literature which are of much value for both students as well as the teachers. The library has membership of N-LIST for e-books and e-journals. There are separate rooms for academic departments. All departments are equipped with departmental libraries, wall magazines & Computer. There are separate common rooms for boys and girls with adequate facilities. The college is well-equipped with sports facilities, including a tennis court and a basketball court. The activities inside the classroom and the college campus are monitored by CCTV cameras installed at different locations.

The institution has an active co-operative society which caters college uniforms, stationary items and GI Tag *Gamosa*. There is a well- equipped gymnasium hub financed by the government sport funds and it is open for the students, staffs and neighborhoods. Various dance forms are taught by professionals and the students get the opportunity to perform various art forms like folk-dance, modern dance, one act plays, street plays, cultural rally etc. on various occasions like freshman social and youth festivals at college and university levels. CCTV surveillance is made available at vital points within the campus.

Student Support and Progression

The institute is committed to offering essential support to students, ensuring they gain meaningful learning experiences that contribute to their holistic development and academic progression. Students irrespective of their financial and social background are provided scholarships and skill development avenues and out-reach programmes. Around 85.53 percent scholarships have been generated from government, non-government and philanthropic sources for student since the last five years. The institution has provided scholarship and free-ship who may need support. Two awards namely Subhrendu Baishya Memorial Award and Nityananda Baishya Best Reader's Award are provided to students. Student Induction Programmes are conducted at the beginning of each academic session, providing students with an introduction to the course curriculum. In response to the diverse needs of students, the institute implements capacity building and skill enhancement programmes to further their personal and professional growth. The institute promotes active participation of the students in

social, cultural and other co-curricular activities for fostering the holistic development of students. More than 500 students have benefited from capacity and skilled based courses for choosing a vocation of their interest. Under the mechanism of 'Student Support', the institution facilitates soft skills, yoga and meditation, language and communication, IT etc.

A Career Counselling and Guidance Cell, Placement Cell, Grievance Redressal Cell have been established to assist students in their educational journey. Around 23.44 percent of students have benefited from career and counseling activities along conducting of guidance programme for various university level entrance examinations and public service examination. In the last five years, 16.32 percent success rate of students qualifying for state/national/international examination denotes positive students' progression. The institution takes pride in recording 31.53 percent placement and progression to higher education. 66 nos. of students received awards and models at university and state levels in academic and cultural activities. 187 nos. of students participated in various sports and cultural activities both at home and in others sates as well. A robust and transparent system is in place for addressing student grievances, including issues related to sexual harassment and ragging. The college has maintained a commendable record with no such cases reported to date. The college is committed to aiding students in their academic progression and career placement with a significant number advancing to higher progression and others finding employment in both government and non-government sectors. Even at the personal level, faculty members under take home visit. Effective feedback regarding all maters helps the students to express their minds freely. The 'Mentor-Mentee' mechanism enables a close repo between students and teachers.

There is a registered 'Alumni Association' that contributes towards development of the institution to financial and other support services. They are active members of the college fraternity, visiting the institution on various occasions and extending their support and suggestions. The institution takes pride in having a handful of alumni as faculty members. The alumni also extend financial support in cash and kind.

Governance, Leadership and Management

The institution prepares 'Strategic Plans', 'Annual Action Plans' 'Perspective Plan' in accordance with its well- defined vision and missions through participatory and a decentralized management system. The college has an organogram and its code of conduct to all its employees and students. The decentralised and participatory management system is operated through different committees and cells such as the Academic Cell, Internal Discipline Committee, Anti-ragging Committee, Grievance Redressal Cell, Women Cell, Internal Complaint Committee, Planning Committee, Construction Committee, Purchasing Committee, Library Advisory Committee, Committees for SC, ST, OBC and Minority, Eco- Club, Extension Cell etc. The Principal of the institution adheres to rules, regulations and guidelines of the Directorate of Higher Education, Assam, in regards to requirements, promotions, maintenance of roster system, directives regarding admissions, service book up-gradation, leave rules, superannuation and other academic and administrative and financial matters.

The institution has undertaken rigorous academic activities for faculty and student empowerment. The institution follows outcome- based learning to ensure the learning capabilities of the students. Collective activities are taken up through the signing of MoUs. To enhance employability of the students, initiatives in entrepreneurship and skilled based courses are taken by the institution. Teachers undertakes career advancement programmes through online and offline modes. Faculty and students extend their support in extension and community service. For financial management, the grants received from UGC/DBT Star College are spent based on the guidelines of the funding agency. The fund utilization is audited as per the financial rules. Grants from State Govt, RUSA and funds received from various non-governmental agencies including

individuals and alumni are utilised and audited according to the guidelines of the grant providers. Apart from these, the other sources of funds are Fee collected from students as prescribed by the State government and Income from Fishery & other income. Financial audits of grants and funds sanctioned by the governmental or non- governmental agency are done by a registered Chartered Accountant appointed by the Governing Body. However, for Govt. Audit, the process has been moved on to the Auditor of the Directorate of Finance & Accounts Department, Government of Assam.

Institutional Values and Best Practices

The institution promotes a diverse and an inclusive environment that respects and values individual irrespective of their background and identities. Prioritizing gender equity and sensitization among the students, the institution generates an environment where all individuals feel valued and comfortable. The institution ensures equal access to resources and opportunities for all. The UG syllabus incorporates gender issues for a more inclusive learning. Seminars, popular talks and co curricular activities are organized to touch upon vital gender specific issues.

The environment within the campus is student friendly where they can openly commute without fear of discrimination and judgment. A holistic support strategy for female students and staff is in operation. The institution ensures divers representation in leadership in the Student's Union Body. Upholding a sense of national pride, the institution celebrates events like Independence Day, Republic Day, National Voter's Day, Human Rights Day, World Heritage Day, *Asom Divas*, Teachers' Day, and World Environment Day etc. The institution strives towards energy conservation by using renewable energy sources like solar power panels, energy efficient lighting sources like LED bulbs, and creating a sense of responsibility towards saving energy. Rain water harvesting unit, vermin-compost and maintaining a plastic free environment ensures the environmental sustainability. Installation of ramps, CWSN toilets and availability of wheel chairs for the special abled are added initiatives best practices.

Green initiatives through marinating a green campus, plantation drives, warding off vehicular pollution and maintaining Green Audit, go a long way towards creating a pollution free environment.

The following "Best Practices" are claimed to be hallmarks of the college-

BEST PRACTICE - 1

1. Title of the Practice: ECO-FRIENDLY ENVIRONMENT AND PRACTICE OF GREEN INITIATIVE

BEST PRACTICE – 2

Title of the Practice: EMPOWERING WOMEN ON CAMPUS: A HOLISTIC SUPPORT STRATEGY FOR FEMALE STUDENTS AND STAFF

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SUALKUCHI BUDRAM MADHAB SATRADHIKAR COLLEGE
Address	P.K Road, Sualkuchi Dist- Kamrup Pin-781103 Assam
City	Sualkuchi
State	Assam
Pin	781103
Website	www.sbmscollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Nihar Ranjan Kalita	0361-2911370	9101239008	-	collegesbms@gmail.com
IQAC / CIQA coordinator	Anima Baishya	-	9864142748	-	iqacsbmscollege2017@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
-----------------------	--

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	25-08-2011	View Document
12B of UGC	25-08-2011	View Document

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	P.K Road, Sualkuchi Dist-Kamrup Pin-781103 Assam	Rural	13.88	14283

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Economics,General	36	HSSLC	English + Assamese	200	4
UG	BA,Economics,Honours	36	HSSLC	English + Assamese	30	17
UG	BA,Political Science,General	36	HSSLC	English + Assamese	200	105
UG	BA,Political Science,Honours	36	HSSLC	English + Assamese	40	35
UG	BA,History, Honours	36	HSSLC	English + Assamese	30	14
UG	BA,History, General	36	HSSLC	English + Assamese	200	21
UG	BA,Assamese,Honours	36	HSSLC	English + Assamese	40	37
UG	BA,Assamese,General	36	HSSLC	English + Assamese	250	239
UG	BA,Philosophy,General	36	HSSLC	English + Assamese	200	48
UG	BA,Philosophy,Honours	36	HSSLC	English + Assamese	30	11
UG	BA,English, General	36	HSSLC	English + Assamese	250	224
UG	BA,English, Honours	36	HSSLC	English + Assamese	30	4
UG	BSc,Physics, General	36	HSSLC	English + Assamese	150	15
UG	BSc,Physics, Honours	36	HSSLC	English + Assamese	200	5
UG	BSc,Chemistry,Honours	36	HSSLC	English + Assamese	20	18

UG	BSc,Chemistry,General	36	HSSLC	English + Assamese	150	58
UG	BSc,Mathematics,Honours	36	HSSLC	English + Assamese	20	4
UG	BSc,Mathematics,General	36	HSSLC	English + Assamese	150	22
UG	BSc,Botany,General	36	HSSLC	English + Assamese	150	54
UG	BSc,Botany,Honours	36	HSSLC	English + Assamese	20	19
UG	BSc,Zoology,General	36	HSSLC	English + Assamese	150	69
UG	BSc,Zoology,Honours	36	HSSLC	English + Assamese	20	14
UG	BA,Education,Honours	36	HSSLC	English + Assamese	30	21
UG	BA,Education,General	36	HSSLC	English + Assamese	200	129
UG	BCA,Computer Science,Professional Course	36	HSSLC	English + Assamese	20	10
UG	BVoc,Animation And Graphic Design,	36	HSSLC	English + Assamese	50	10
UG	BVoc,Fashion Technology,	36	HSSLC	English + Assamese	50	10
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science,	12	Graduate	English + Assamese	35	10

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				12				28			
Recruited	0	0	0	0	9	3	0	12	16	12	0	28
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				5			
Recruited	0	0	0	0	0	0	0	0	4	1	0	5
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				18
Recruited	10	2	0	12
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	5	1	0	5	7	0	18
M.Phil.	0	0	0	0	0	0	5	2	0	7
PG	0	0	0	4	2	0	6	2	0	14
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	2	1	0	3
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	7	0	8
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	466	0	0	0	466
	Female	701	0	0	0	701
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Diploma	Male	10	0	0	0	10
	Female	10	0	0	0	10
	Others	0	0	0	0	0
Certificate / Awareness	Male	103	0	0	0	103
	Female	177	0	0	0	177
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	99	91	82	73
	Female	145	115	112	101
	Others	0	0	0	0
ST	Male	8	9	5	9
	Female	19	15	13	11
	Others	0	0	0	0
OBC	Male	112	86	58	74
	Female	116	94	93	99
	Others	0	0	0	0
General	Male	521	429	416	334
	Female	486	434	461	487
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1506	1273	1240	1188

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>1. SBMS College being a premiere multidisciplinary institution, located in an exclusively rural locality of Sualkuchi area. The vision of the institution is to evolve into a holistic multi-disciplinary one, committed to empowering rural youths with quality education and preparing young minds to navigate future challenges. The institution at present is catering higher education in Science and Arts stream along with promoting Vocational education and computer application for undergraduate students in the form of B.A, BSc, B.Voc and BCA Courses respectively under Gauhati University. The planning to transform itself into a holistic multidisciplinary institution has been materialised from August with</p>
--	---

	<p>the opening of Commerce stream at undergraduate level from August 2023. It would definitely provide more options to students to choose different subjects of multi-disciplinary field. Students are allowed to opt for subjects from science, arts, computer application and vocational courses till now. The college has already enrolled many students who have multi-disciplinary subjects in their fold enabling students to explore diverse fields. Various departments are involved in interdepartmental activities. The curriculum of the courses provided by the institution is both flexible and innovative, offering choice based credit courses. Following the guidelines of Gauhati University, the institute implemented a flexible multidisciplinary and interdisciplinary curriculum which includes Environmental Studies, Gender Studies, Skill Enhancement Courses, Value Added Courses, Multidisciplinary Courses, etc. The strategies and directives set by Gauhati University are consistently complied with, both now and in the future. However, to keep pace with the vision of NEP 2020, the institution is trying to incorporate different options in future with the inclusion of NEP 2020 in the curriculum.</p>
2. Academic bank of credits (ABC):	<p>The concept of an Academic Bank of Credits has been proposed by the NEP and is designed to digitally store academic credits earned by students for the courses. The whole 'multiple entries' and 'multiple exits' points during the tenure of higher education period of an individual student through transfer mode are checked and recorded (at any given point in time) by the affiliating university. With the introduction of Four Year Undergraduate Programme (FYUGP) by the affiliating university, SBMS College has constituted an ABC Cell to monitor and maintain ABC account credit accumulation and transfer. The students of First Semester of current academic session 2023-2024 have already been registered for ABC account under affiliating university to avail the benefit of multiple entry and exit in the chosen programme.</p>
3. Skill development:	<p>The NEP focuses on holistic education with special emphasis on skill development to improve the employability rate. The institution has incorporated different options which are already at per with the vision of NEP 2020. The existing B.Voc</p>

	<p>programmes, Computer Application and Community College programme of Hardware and Networking have provided better opportunities for students to pursue their study with realistic approach- aiming at hands-on-training and improving competencies; and taking up of internships/apprenticeships etc.</p> <p>Adhering to the mandate of Gauhati University, the existing UG curriculum of the institute integrated some Skill Enhancement Courses, viz. Oral Culture and Oral History, Srijonimulak Sahitya, Panchayatiraj in Practice, Writing Bio-data and Facing Interview, Radiation Safety, Mushroom Culture Techniques, Ethno-botany, Developing Teaching Skills, Asamiya Akhar Jotani, Nursery and Gardening, Renewable Energy, Non-mulberry Sericulture, Business Leader/Multi-outlet Retailer, Byabaharik Asomiya, Farm Management, HTML Programming, Marketing of Indigenous Agricultural Products, Web Designing, Wild-life Photography and Eco-Tourism, E-Commerce, Trade and Commerce in India, Diversity of Chordates. The various departments of our institution have already introduced various Certificate Courses for skill development as well. In addition, to support a multi-disciplinary and interdisciplinary learning environment, presently a wide range of need based skill courses, viz. Self- Employed Tailor(SET), Video-Editor, Still Photographer, Micro-Finance Executive, Dancer, Office Assistant, IT Coordinator in School, Field Technician Networking and Storage (FTNS) under PMKVY are also being offered. Aiming to inculcate humanistic and ethical values and creating a positive environment, the institute organised various programmes by commemorating International Yoga Day, World Environment Day, International Women's Day, National Unity day, International Mother-Tongue Day, National Voter's Day, etc.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Aiming to integrate Indian Knowledge System at per with NEP, SBMS College puts emphasis in promoting Indian language, culture and traditions of indigenous community. The existing UG curriculum of Gauhati University implemented by the college has already integrated the indigenous Indian knowledge system including Ethics, Ancient Indian Thought, Philosophy of Religion, Indian Philosophy, Contemporary Indian Philosophy, Philosophy of Upanisads, Philosophy of Gita, Indian Social System,</p>

	<p>Indian Political Thought, Indian Political System, Human Rights in India, Indian Classical Literature, Society and Polity in Ancient India, Modern Indian Languages(MIL),etc are largely dealt with in curriculum transaction. Moreover, the college has opened an Indigenous and Tribal Study Centre in alignment with NEP 2020 for expansion of Indian Knowledge System. Teachers of different communities working currently in the college are engaged initially for this purpose. The institution has carried out a MoU with Kavi Krishna Laboratory which is dealing with Indian Knowledge System. The place where the institution is situated is known for traditional Handloom Assam Silk Cottage Industry. To uplift the traditional knowledge in this front by engaging with local communities, the college has been making efforts to build a Silk Museum with the collection of different Arts and Artefacts of local handloom industry. In addition to this, the college has maintained a botanical garden consisting of herbal, medicinal, aromatic, and local fruit plants for preserving and promoting Indian traditional Herbal Medicinal knowledge. Moreover, Yoga workshops which are based on Indian Knowledge System are also held for students and staff.</p>
5. Focus on Outcome based education (OBE):	<p>Focusing on outcome based education as per the guideline of Gauhati University, the institution has been trying on OBE by pre-defining educational goals for students and trying to map them throughout continuous assessments to improve students 'learning outcomes'. In this process, COs and POs of all subjects are defined. Moreover, incorporating practical experiences, internships and hands-on training, projects across disciplines are helping students apply theoretical knowledge in real life scenarios. The Programme Outcomes and Course Outcomes as laid in the FYUGP in line with NEP 2020 are defined in the curriculum and the institute has been making all efforts to aware students by implementing innovative and participative teaching learning practice.</p>
6. Distance education/online education:	<p>Under the Distance Education system, SBMS College has been running a study centre of Krishna Kanta Handique State Open University (KKHSOU) and a study centre of Institute of Distance and Open Learning (IDOL) under Gauhati University. The college emphasizes on use of ICT tools in</p>

teaching–learning process and facilitated ICT enabled classrooms for curriculum transaction. Moreover, the college conducted training programme for its faculty members to shift to online classes during the pandemic period. Students were imparted teaching through online mode, viz., Google classroom, Google meet, Whats App video call, etc. Initial hi-cups of the online system were solved amicably with proper co-operation from all the stake-holders. In order to meet the expectations of NEP aiming to promote distance and online education to increase students’ enrolment, the college is planning to have sufficient exposure to virtual/blended modes in the coming years. The institute is devoted to installing the infrastructure needed to support complete online education system. However, effective implementation requires robust technology infrastructure, well-designed online courses and support mechanisms for our students. The institute aims to introduce Massive Open Online Courses (MOOCs) for students and is committed to adopting online or distance education for both students and faculty, adhering to Government guidelines.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, SBMS College has an Electoral Literacy Club (ELC) dedicated to raising awareness about good citizenship and the electoral process among students since 2019-20. The present composition of the ELCs of SBMS College is as follows: Advisor: Dr.N.R Kalita (Principal) Coordinating Teacher: Dr.Atri Baruah (Asstt.Prof, Political Science) Teacher Members: Dr. Jogesh Deka (Asso.Prof, Political Science) Mr.Tapan Das (Asstt.Prof, Political Science) Dr. Anima Baishya (Co-Ordinator, IQAC) Student Members (co-ordinator): Mr.Sunil Baishya Ms.Nishita Baishya
2. Whether students’ co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the college appointed coordinators and faculty members, including student representatives, to ensure the ELCs are functional and actively participate in electoral awareness initiatives. Indeed, the ELCs embody a representative structure.
3. What innovative programmes and initiatives	The ELC of SBMS College undertook various

<p>undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>initiatives and programmes to aware the new voters by educating them about voter registration, electoral process, the value of a single vote in democracy, voting behaviour, the importance of participation in voting, aspect of ethical voting, aspect of NOTA etc. Additionally, the college assists the district administration in the smooth conduct of elections. A special camp on 30 Nov and 1 December, 2022 to facilitate registration of new voters especially of the target age group- 17-21 years of the university/colleges of 51 No Jalukbari Constituency has been organised by District Administration.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Yes, the students of the college conducted a socio-economic survey in the adopted village and discovered the demographic details, including age groups, which identified the number of eligible voters in each family. The college emphasizes instilling democratic values in students, organising unity runs, national unity and integrity pledges, and discussions on nationalism, citizen's rights and duties with the assistance of the ELC</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>To inform new voters about the electoral roll enrolment process, the ELC of the college holds awareness programmes. About one fourth of the students, primarily first year students who have recently turned 18, are yet to be registered as voters. In contrast, second and third year students show a strong percentage of voter enrolment. Students take the Voters' Pledge on National Voters' Day, January 25th, and the pledge is prominently displayed in key areas of the college campus.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1167	1188	1240	1273	1506

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

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

Response: 52

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
48	45	47	47	45

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
103.45545	40.35335	34.488665	58.24350	181.19982

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

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

Response:

SBMS college, following the objectives of curriculum of Gauhati University, has endeavored to ensure a proper planning and documentation in curriculum transaction. The curriculum for UG programmes are approved by the Academic Council of G U. Adhering to the guidelines laid down by Gauhati University, the college devises academic calendar at the beginning of its academic session. Through the academic calendar, students are aware of the probable teaching days, holidays, vacations, activities, etc. The detailed prospectus of the college provides all necessary information regarding the College, courses on offer, the fee structure, faculty, facility and infrastructure etc. to empower them to make their choices for admission.

The classes are uniformly distributed through the College Routine. Against the conventional classes of 45 minutes duration, the institution has made it feasible by extending the duration of first three classes by 15 minutes. Class-room deliberations are made through using chalk, smart board, multi-media and audio-visual aids etc. Physical education, sports, yoga-classes and camps, eco-camps, environmental field-trips, educational tour and work-out at the gymnasium are an integral part of the curriculum. Each department then prepares the departmental class routine, the teaching -plan, lesson-plan and Academic-Audit Reports for the whole academic session. During the pandemic period, classes were conducted in hybrid mode through Google Classroom/Meet and Students and teachers were given access to e-resources. Teaching Plans were adjusted according to the academic calendar and semesters.

Each academic year, the authority prepares the academic calendar following the guidelines of Gauhati University for undergraduate (UG) courses. The admission process of the undergraduate students completes by July and the odd semester classes commence from August. As our college observes its Foundation Day on 1st August, the classes strictly start from 2nd August. As part of the CBCS programme undertaken by the parent university, we implement 80:20 pattern of examination system. The external examination bears 80 marks and the remaining 20 marks fall under internal assessment. End semester examinations start usually from second half of November and continue till December. The even semester classes commence in January and the sessional examinations for even semester are conducted within the month of March. The departments of the institution class tests for the students and also organize frequent departmental seminars and group discussion among the students. The departments of the college organize regular field study trips for their students and encourage their students to create field-based knowledge. Due to Covid-19 Pandemic situation since March 2020, regular functioning of the college was totally hampered. Since April 2021, the normal functioning of the college was again hampered due to Covid-19 pandemic situation.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 42

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 18.28

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
260	313	575	0	17

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The institution strives to cultivate awareness and sensitize the students to the aforesaid issues through various in-house programmes along with conducting field visits and projects. SBMS College is a co-educational institute with nearly 60% of female student enrolment. The institution itself is presenting a gender-friendly environment creating equal opportunities for the girl students to contest for the student body elections, participate in co-curricular activities, to enroll themselves in the NCC along with encouraging them to join NSS. To make the gender issues more visible, the department of Political Science in their CBCS (Hons) course included a detailed discussion on topics like feminism, rights of women, and justice for all to impart gender-based education among students. The 'World Wetland Day, World Environment Day, etc. are observed with great enthusiasm in order to sensitize the students to conserve biodiversity, etc. The college also organises lecture and talks inviting speakers to deliver on such relevant topics and the students participate in various literary, art, craft, sports and cultural activities -fostering human values in them.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

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

Response: 76.95

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

Response: 898

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 76.75

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
457	542	559	508	582

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
690	690	690	690	690

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 36.74

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
119	182	150	152	196

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

2022-23	2021-22	2020-21	2019-20	2018-19
435	435	435	435	435

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

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

Response: 24.31

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

At the beginning of every academic session, the College plans out its schedule of academic and other activities on the basis of the academic calendar provided by the affiliating University (GU) and IQAC prepares an annual activity calendar for the College. In order to ensure the all-round- development of learners, SBMS College provides the learners with platforms in which they can be active participants in gaining knowledge and experience. All departments in the institution seek to apply various techniques that can allow learners to benefit not just from the teaching-learning activities in the classroom, but also from the world outside.

Experiential Learning

- Curriculum-based research projects and group assignments are meant to spark curiosity and innovation as well as to encourage a spirit of team work.
- Educational trips to places of historical significance and museums allow learners to enhance their knowledge of things they may have read about in their books
- Visit to zoological parks and biodiversity parks and aqua resorts enable students to understand the techniques of conservation of biodiversity at all levels.
- Industrial visits provide an exposure to real and practical working environment, enabling students to make connections with theoretical and practical knowledge.
- Teachers use movies, documentaries, and other audiovisual aids as addition to the traditional teaching methods to enhance the learning experience of learners.
- Library survey, visit to media centers are also integral part of teaching-learning process.

Participative Learning

Students are encouraged to make literary contribution to the annual college magazine. Each department also prepares a wall magazine to allow students to convey ideas through creative means, besides building in them a sense of cooperation.

- Participation in various sports and cultural activities apart from academics is also given importance and encouraged.
- Seminars and webinars at departmental, national and international levels are held for students to upgrade their knowledge and understanding of various subjects and topics.
- Literary activities and competitions in both Assamese and English languages are held regularly in order to encourage creativity and as well as to promote language and communication skills of students.
- Workshops are held for discussion of ideas and development of new skill sets.
- Students are trained to communicate and present ideas effectively in the form of poster and PowerPoint presentation.

Problem-Solving Methods

- Case studies and assignments enable students to think critically and develop their problem-solving skills.
- Students are also engaged in the close reading and interpretation of literary texts.

- Activities like extemporaneous speech and group discussion can be significant tools for enhancing problem-solving abilities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

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

Response: 100

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
48	45	47	47	45

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 93.53

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
43	44	42	44	44

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

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

Response:

SBMS College follows the prescribed Examination Rules laid in the Regulations of the Under Graduate Choice Based Credit System (UGCBCS), Gauhati University, 2019, for the smooth conduct of both Internal and External Assessments.

Internal Assessment (IA) Mechanism: As per the GU guidelines, the IA accounts for 20% of the total marks allotted to a course. The breakup of Internal Assessment is as follows: 50 % through IA; 30% through Assignments/ Projects and the like; 20% for Attendance.

The Internal/External Assessment Process:

1. To ensure that students are aware of the evaluation process, the departments organize Orientation Programs and information is also made available in the prospectus and website.
2. The college has its own academic calendar prepared by following the academic calendar of the Gauhati University which is available on the college website, prospectus and notice boards from the beginning of the academic session.
3. Regarding external examination college follows the guidelines of the university academic calendar. Certain aspects like field works, seminars, educational tours and excursion etc. are conducted as per the academic calendar of the college.
4. The IA of Honors courses are conducted by the Departments as per the schedule arranged by the examination committee and Regular Courses of large classes is conducted by Exam Committee.

5. After evaluation, answer scripts are shown to students and corrections, if any, is made. Then the mark sheets are submitted to college office for uploading in the University Exam portal.
6. If a student fails in the IA, and if somebody remains absent in the examination due to valid reasons supported by authentic document, then the concerned departments shortlist such students and hold lateral examination in the department on a notified date.
7. The marks obtained in each of the criteria, namely attendance, seminars/ home assignment etc. and IA are displayed in the notice boards.
8. External Examinations are conducted as per the prescribed rules of Parent University.
9. To be eligible for appearing in both the examinations, the students must have more than 75% attendance. However, the college authority relaxes these norms for those with genuine cause upon producing valid evidence.

Examination related grievances disposal mechanism:

1. Internal Examination related grievances are disposed at the departmental/college level.
2. A student can appeal for disposal of her/his genuine grievance to the teacher of that course. If the matter remains unresolved, she/he can place it verbally or in a written communication either to the HoD or the Principal.
3. The student can also put her/his grievance at the drop box and Examination Committee of the College takes immediate action to resolve the matter.
4. External examination related grievances are forwarded to the university.
5. For maintaining transparency and efficiency in the IA, the result sheets are displayed in notice boards and students are produced their answer scripts of assessments/home assignments/paper presentation.
6. For any grievance related to external evaluation students can formally apply through the Principal of the college to the university in a specified form with requisite fees for re-scrutiny within 10 (Ten) days of the publication of the results.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

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

Response:

Since its inception, SBMS College has steadfastly and consistently been able to meet the challenges and ever-changing demands in the field of higher education. College has marched ahead with its commitment to enrich and empower the youth not only through quality education but also through the various opportunities provided to hone their extra-curricular skills. It aspires to prepare the students to become effective individuals. The focus is not only on conventional curriculum alone, but also to keep pace with changing demand from industries in terms of skills and employability. It has been evident in opening up of new vocational degree courses on Fashion technology, animation and graphic designing, BCA and Diploma courses on hardware networking, PGDCA.

The general undergraduate programmes and the vocational programmes provided by the college allow students to explore their interests, and with the constant guidance of the teachers, enable them to understand the learning outcomes that the course of their choice can provide. Regarding the general undergraduate programme, CO, PO and PSOs are lucidly enumerated in the syllabus of each paper of each subject designed by the affiliating university, i.e. the GU. It is displayed in its websites.

Every department takes the responsibility to explicitly state the purpose and scope of the programme they offer and the knowledge and skills the learner is expected to possess after the completion of a particular programme. The outcomes for all programmes and courses are emphasized and foregrounded on the notice boards of all the departments for easy accessibility. These are transpired to the students at the beginning of each session in the orientation programme before the commencement of routine classes and are re-iterated in various departmental talks and programme. Apart from the department notice boards, awareness of COs, including POs and POs are promoted in the classrooms, various social events like freshman social, valedictory meetings of youth festivals, and parent-teacher meetings etc.

The institution endeavours to ensure that there is a coherence between course outcomes and the teaching strategies implemented in order to achieve these outcomes. The members of teaching staff are equipped and made aware of these targeted outcomes through various workshops and training programmes offered by different universities and the college itself, which help them to play a significant role in communicating these goals. The results and feedbacks are documented and discussed in the yearly academic audit meeting.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

POs and COs are attained through measurement, assessment and evaluation of students' performance at regular intervals. Assessment of student learning, which is used to measure the attainment of course outcomes, is made an integral and regular part of instruction. The performance and progress of the students are regularly monitored through various assessment tools and methods.

Methods of measuring the attainment of POs and COs:

1. **Internal and External Assessment:** Internal Assessment tools such as class tests, presentations, home assignments, group discussions, field works etc., are used by the college to keep the students engaged and active in learning. Participation of students in these activities points towards the attainment of POs and COs. External Assessment tool in the form of the End Semester Examinations, conducted by the affiliating university is an important method for measuring the attainment of POs and COs.
 2. **Result Analysis and Review Meeting-**The learning outcomes are monitored through the performance and results of students in the internal as well as the university examinations. Records analyzing the end semester results are kept in each department. The programme-wise result analysis reflects the extent to which POs and COs are attained. The college principal then holds review meetings in which he discusses the performance of students and departments and suggests areas and measures for improvement.
 3. **Proper feedback on Teaching- Learning Practices-** The College IQAC seeks and collects annual students' feedback on lecture delivery and other pedagogical practices which in turn enables the teachers to enhance their work in order to attain the desired POs and COs.
 4. **Higher Studies and Placements-** SBMS College aims to develop the efficiency and competence of the students which shall pave the way for their higher studies as well as job opportunities.
 5. **Extracurricular Activities-** In order to ensure the all-round development of the students, apart from academics, students are highly encouraged to participate in extracurricular activities like NCC, NSS, debate competition, sports and various cultural activities.
- The results of the final year students show the outcomes of the program. The attainment of programme outcomes is evaluated through students' progression.
 - The learning outcomes are monitored through the performance and the results of students in internal and university examinations. Each department analyses the performance of their students in its Departmental Meeting. The principal also takes its review in the Staff Meeting and directs the faculty to concentrate on increasing the quantum of their Course Outcomes.
 - The activities and performance of the teachers are monitored regularly by the Principal and the Vice principal of the College. On a regular basis Principal of the college visits the departments to take stock of the progress of the course with the faculty members and offers his suggestions. He convenes regular meetings with the teachers and discusses about the teaching- learning effectiveness achieved and helps them to adopt strategies according to the needs of the students, in order to optimize the student learning experience.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3**Pass percentage of Students during last five years (excluding backlog students)****Response:** 57.28**2.6.3.1 Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
244	218	159	118	260

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
290	360	328	371	395

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.36

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Sualkuchi is popularly known as the place of golden fiber having unique weaving of muga silk. Besides muga, Sualkuchi is famous for massive commercial weaving of Paat silk for which it is known as the Manchester of North-East India. The College has been undertaking a modest attempt to nurture the innovative business ideas and entrepreneurship abilities of the student for creating a spirit of self sustainability amongst them. S.B.M.S College has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident. The College has been maintaining a conducive environment for research and study, facilitating a good infrastructure, and taking relentless initiative for creation and distribution of Indian Knowledge System.

Infrastructure Facilities:

The college has provided 09 Laboratories well equipped with required chemicals, tools and instruments

for research and study. The college has a resourceful Library enriched with E-repository from Infflibnet, and a good number of National and International Research Journals. The Reference section of the Library facilitates a good number of Rare Books, with a spacious and well furnished study room that encourages research scholars to pursue their research works.

Moreover, the college has several plants pertaining to innovative ecosystem. From its inception, the electrical power demand has been growing with the growth of its infrastructure and increased number of advanced and strategic research works. Since the current power demand has been exceeding contractual demand from the grid, therefore a 20 kWp SPV Power plant has been installed in 2019 which provides uninterrupted Power source for the collage reducing the dependency on the grid power as well as it provides reliability of the system. The SPV power plant also helps the Collage to substitute and reduce gradually the use of DG Power and to save diesel consumption.

Besides, the Pollution Control Board, Assam has established an air quality monitoring station in the college campus under their scheme of National Air Monitoring Programme (NAMP) in 04.04.2023. In order to prevent soil erosion and water logging problem a system of Rain Water Harvesting is also set up in the year 2023. Regional Materological Centre (RMC) has installed an automatic rain gauze in Collaboration with SBMS College, Sualkuchi on 06.08.2021 which helps in weather forecasting. For enriching the ecosystem of the college a botanical garden as well as a natural forest have also been nourished in the college campus.

Research and Development Cell

There is a Research and Development Cell in the college to create an environment for research culture among faculty and students and to encourage faculty for pursuing research activities. The Cell helps the faculty in preparation of proposals for Seminars/Workshops and project works. Besides several seminars, webinars and workshops, one National Seminar was organized by the Department of Assamese during the assessment period (15.09.2023) and a good number of faculty presented research papers in different National and International Seminars in and outside the state.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 10

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

2022-23	2021-22	2020-21	2019-20	2018-19
05	02	01	01	01

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.56

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	04	04	01	02

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 2.37**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
21	07	34	46	15

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities**3.4.1****Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.****Response:**

With the initiatives of the IQAC, SBMS College the different departments of the College are undertaking cumulative efforts for extension services in the neighborhood community for sensitizing students for their holistic development. Moreover, faculty members, students and staff of the college actively cooperated in organizing the 75th Session of Assam Sahitya Sabha in Sualkuchi from 29th January to 4th February, 2020. During the period of Covid 19, sanitizer was locally prepared by the Deptt. Of Chemistry of the college and were distributed by the faculty members with the help of students in the vicinity of the college campus. These apart, Women Cell, Teachers' Unit, and Students' Union Body of the college undertake various community works and services in the field of Health and Hygiene, Swachhata, Protection and Preservation of Environment.

The NSS and NCC Unit of the college organized several Camps in the neighborhood areas on issues of health and hygiene. The NSS unit has adopted a village namely Rabanboi located near by the college.

Two special camps were organized in the village in the year 2018-19 and 2022-23 in order to sanitize people to social services. Moreover, along with social services several incentive gifts such as- water filter, Teaching Learning Materials (TLM), school bags etc. are as well offered to the L.P school in the locality namely Jagyaram Medhi L.P School.

For the holistic development of the students, Yoga Day was celebrated with community people under the initiative of the NSS Unit. Moreover, for spiritual development, leading personality from the community was invited on various occasions to enlighten the students on moral values etc.

Community centric activities carried out by the college over the years have grown a healthy relationship between the College and the community people, which is evident in different form. The tree saplings planted in the locality have grown big and beautiful.

In order to sensitize the right of women, the Women Cell is formed in the college under the leadership of female faculty members. Every year the Cell celebrates International Womens' Day in the college inviting renowned feminists to deliver their lecture. The legal awareness camps, seminars, workshops conducted by the college with community people on different issues have helped them to understand the issues of gender equity, importance of women empowerment, significance of communal harmony and in understanding the heritage and ethos of the people.

In order to sensitize the students to the socially relevant issues, the college ensured engaging the students in various extension programmes. Surveys, field study, field visit, and awareness campaign, etc. were conducted on socio-politico-economic and environmental issues. Govt. initiatives such as "Swachh Bharat Campaign" were also conducted with sincerity.

Classes were taken in some feeder schools by the faculty members of the college. Books were also donated to the students belonging to economically weaker section. The college has seen outpouring of students from those schools where our teachers attended classes. The community people have always encouraged the students to attend this college instead of choosing any other college in the neighborhood.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

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

Response:

BMS College has been regularly participating in community services and awareness campaigns, cultural and literary activities through its NSS Unit, NCC wing, Women Cell, different Departments, Teachers' Unit and Student Union Body. In recognition to its perennial efforts, some of faculty members and students have been awarded for their commendable contributions to the welfare of the community.

Dr. Nihar Ranjan Kalita , HoD , Department of Economics, was conferred the best district level Teachers

Award of Kamrup (R) District (Assam) for his long splendid service towards the popularization of Economics with innovative students centric teaching techniques. Dr. Kalita also conferred “Deva Damodar” award by “Deva Damodar Sangha” for his best social contribution towards social integration and Social harmony in April, 2023.

Subhrendu Baishya Memorial Award For Securing Highest Mark in Higher Secondary Final Examination have been awarded to five meritorious students during the assessment period (2018-23). Moreover, Nityananda Baishya Best Readers’ Award was also awarded to five studious students during this period. Students are also having commendable proficiency particularly in culture, sports and social service. Dimpri Baishya, a student of B.A. 1st Semester, Department of Education of the college was awarded with 1st position in Jayanta Hazarika’s Geet in Gauhati University Inter-College Zonal Youth Festival, Central Zone (2022-2023). Banya Das, a student of B.A. 1st Semester, Department of Political Science of the college was awarded 1st position in Jyoti Sangeet and Bhupendra Sangeet Competition in G.U Inter-college Zonal Youth Festival (central zone) for 2022-2023, organized by Saraighat College, Sangsari, Kamrup, Assam. Barasha Barman, a student of B.A. 3rd Semester, Department of Economics of the college got 1st position in Bhupendra Sangeet Competition in Inter-college Gauhati University Youth Festival (central zone), 2019, organized by Suren Das College, Hajo, Kamrup, Assam. Nirmal Nath, a student of B.A. 1st Semester, Department of History won Silver Medal in Taekwondo in Assam Youth Olympics 2022. Aashutosh Medhi, a student of B.A. 1st Semester, Department of Education got bronze medal in Inter-District championship in Barpeta in 2020. Kamal Deka , a student of B.A. 1st Semester, Department of English was awarded as the best volunteer in State Level NSS Service, 2020 by the “Ministry of Sports and Youth Affairs, Government of Assam”. Jitumani Bhuyan, a student of B.A. 5th Semester of the Department of Political Science, Received the best Debater award in the 75th Session of “Asom Xahitya Sabha”, Sualkuchi, 2020. SBMS College Magazine ‘ARUNABH’ got 2nd Prize in Gauhati University Inter college Youth Festival, Central Zone in 2020. Moreover, SBMS College NCC team was awarded the Best Performing group of 72nd Republic Day Parade, 2021 by the District Administration, Kamrup district, Assam.

SBMS College fraternity has been making consistent effort to make college campus and its surrounding environment ‘Tobacco Free’ through the active participation of NSS & NCC Unit and Students Union and in recognition to our successful work, the Office of the Community Health Centre, Sualkuchi under the Office of the Joint Director of Health Services, National Health Mission, Kamrup District certified SBMS College as “Tobacco Free Educational Institution” on 20 May, 2023.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 37

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

last five years

2022-23	2021-22	2020-21	2019-20	2018-19
09	04	09	08	07

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

<p>3.5.1</p> <p><i>Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.</i></p> <p>Response: 17</p>	
File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college has augmented its infrastructure systematically and continuously over the last 5 years. The total campus area of the institution is 42bighas. It has ample and adequate space for the required infrastructure. It has managed to establish adequate infrastructural facilities like classrooms (including ICT-enabled and smart class room), laboratories, computing equipment, staff rooms, conference room, seminar halls, reading rooms and provisions for differently able students.

Classrooms: The college has 38 classrooms/halls of which 8 classrooms are equipped either with LCD/DLP Projector, Smart Board, Video Class Recorder and White Boards. It has one Seminar/conference halls equipped with Video Class Recorder with LCD Projector and modern ICT facilities.

Laboratories: There are 8 well-equipped laboratories in Chemistry, Physics, Zoology, Computer Science, Education, MATLAB software in Mathematics, Botany and B.Voc. **Computing Equipment:** The college has a total of 91 functional computers for day-to-day use of the faculty members, students and various office staff.

Library facilities:

The central Library of the college is a spacious and have a large collection of text books, reference books, and a variety of other print and web resources, for both academic and research uses by faculty members, students and others. The library has membership of N-LIST for e-books and e-journals.

Administrative Block: The Administrative Block of the college accommodates Principal's Office, IQAC Office, and Administrative Office.

Botanical Garden: College has a beautiful botanical garden.

Common Room:The college has separate common rooms for female and male student. There are sufficient toilet facilities for all the students .

Ramps:There are three ramps connecting most of the classrooms and laboratories for specially able students.

Co- Operative Society:The college has a Co-operative Society.

Games and Sports:The college provides games &sports items for practice and competition in Volley Ball, Foot Ball, Cricket andAthletics.Indore Sports with respective teacher-in-charges for promoting sports and games culture amongst the students.

Gymnasium Hub: The Gymnasium Hub of the institution houses a good stock of modern gym equipment purchased through Govt. Sports funds. The facility is open to boy students, staff and also for neighbourhood community at affordable fees.

Toilet Facility: Separate Toilet for Boys, Girls and Staffs are available

Yoga: The College observes International Yoga Day on June 21 every year and Yoga camps have also been organized. The college has Yoga mats for yoga programmes.

Cultural activities: A wide range of cultural activities like folk-dance, modern dance, one-act plays, streetplays, group songs, individual songs, cultural relay etc. are performed in the college campus on various occasions likeFreshmen Social, College Youth Festival, departmental freshmen and farewell functions, College Foundation Day,etc. Most of the big functions are held in the open space at college premises with temporary tent arrangement; while the smaller ones are held in thedifferent meeting halls and also in the open areas of the campus, through make shift arrangements.Musical instruments like harmonium, Tabla, Dhol, Flutes, Guitar, and Keyboard/Synthesizer etc. are made available for the students during cultural programmes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during

the last five years

Response: 58.48

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
20.50284	15.11725	16.44194	30.33549	161.887838

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of S.B.M.S. College is located centrally within the college campus in an independent building. The library has undergone an expeditious growth in terms of its resources, staffs and infrastructures as time progressed. Using Integrated Library Management System (ILMS) SOUL 2.0 software, the college library began automating its operations in 2013. This software was upgraded to SOUL 3.0 in 2023. A clear picture about the central library is given below-

- The Central library of S.B.M.S. College, Sualkuchi, Assam is using **SOUL 3.0** Software developed by the INFLIBNET Centre-an inter university centre of UGC to automate its all housekeeping operations. All the bibliographic details of the library are entered into the SOUL 3.0 software.
- The library has **10** computers excluding the **information kiosk** out of which one act as SOUL 3.0

Server, the other two for the staff of the library and rest computers are made available to the user to access internet and digital resources of the library.

- The Central Library provides **Open Access** to its collection. Users can directly go to the book stake and pick up the book of their choice.
- The library has reading space for Boys, Girls and Faculty Members. The Newspaper can be read in Newspaper Reading Table.
- The library of S.B.M.S. College acts as gateway to **30,016** books including both text and reference books.
- Library follows the widely used **Dewey Decimal Classification (DDC)** guidelines for categorizing books by subject.
- Library has one **Barcode Printer**, one **Barcode Scanner**, one **Slip Printer**, three **Printers**, **One Xerox machine**, three **Scanners**, six **CCTV** and two **routers**.
- The library users can make use of **Wi-Fi** to access e-resources in the college campus.
- In order to motivate students for maximum utilisation of library services, **Best Reader's Award** i.e. **“NityanandaBaishya Best Reader Award”** sponsored by Dr.Badan Barman, Assistant Professor of Department of Library and Information Science, Gauhati University is given to the student at the time of college youth festival on the basis of maximum utilisation of the library resources and services every year.
- The central library signed a **MoU** with National Digital Library of India on 11th May, 2019. So all e-resources available in our digital library can also be accessed from **NDLI website**.
- There is a **library committee** for smooth functioning of the library. The committee of S.B.M.S. College is constituted annually.
- It is a registered member of **N-LIST**. Different links of Open Educational Resources are available in our college library website. For example-**NDLI, NPTEL, INFLIBNET, SWAYAM, NLIST** etc.
- The Central Library organized few **webinars** for its user's communities during **lockdown period**. Some of such webinar are-

1. Webinar on the theme: 'Users' Awareness Programme on NDLI' on 5th June, 2020.
2. Webinar on the theme: 'Users' Awareness Programme on Use of Online E-resources' on 25th June, 2020.
3. National webinar on the theme: 'Stress Management in the time of Pandemic COVID-19 on 6th July, 2020
4. Webinar on the theme: "Stress related to Covid-19 in youth and self-harm behaviour' on 17th August, 2020.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

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

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Response:

SBMS College regularly updates its IT facilities to provide up-to-date facilities of teaching –learning and administrative activities.

- The teaching –learning process is enhanced by incorporating ICT tools and e-resources. There are 8 ICT enabled classroom and 1 seminar conference halls with digital facility.
- The college campus is WI-FI enabled. The college used bandwidth of 5-20 MBPS Internet Lease Line (ILL) from RJIL, LAN connectivity. The band-width of BSNL Broadband service i.e. .BSNL OPTILINK FTTH with a bandwidth of 500 MBPS has been updated in 2022.
- College has one well equipped computer laboratories with computers having Wi-Fi and LAN connectivity for students and faculty members. Each department has computer with LAN facility.
- **Under active** initiation of IQAC,a new dynamic institutional portal (www.sbmscollege.org) has been designed to meet the rising demands in the educational and administrative domains, whereby large database needs to be stored and displayed in the website in the interest of different stakeholder. This new dynamic portal, with unlimited cyberspace, has a good number of features including online alumni registration, alumni feedback, etc. As per requirement, the web space of individual web pages are increased from time to time, depending on the amount of data that needs to be fed into the concerned pages.
- Online Admission Management Software has been used since 2018 and from the academic session 2023-24 admission is done through SAMARTH portal of Govt.of Assam.
- Faculty attendance system has been upgraded from manualRegister to Biometric Facial attendance system since.
- The entire college campus including the classroom, hostels and Library are kept under the surveillance of CCTV.
- For online teaching –learning, faculty have using virtual platforms like ZOOM, WebEx, Google Meet and Google classroom from the time of COVID 19 Pandemic period.
- The college subscribes antivirus packages and updates periodically.
- Computers with Pentium -4 Processor have been updated to Intel i3.The operating systems are being updated from Windows -7 toWindows -10. The computer with corrupt operating systems undergoes annual reformat.
- The college has a user friendly website and is updated regularly:www.sbmscollege.org.
- The central library of S.B.M.S College,Sualkuchi,Assam is using SOUL 3.0 Software developed by the INFLIBNET Centre inter university centre of UGC to automate it's all housekeeping operations. All the bibliographic details of the library are entered into the SOUL 2.0 software.
- In the library updated versions of windows, Library Management Software –Soul, barcode scanner, thermal printer, and bar code online attendance facility are used.
- To ensure minimal use of paper, electronic communication in terms of email and WhatsApp has

been prioritized.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 20.47

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 57

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 36.2

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
76.85378	22.10684	14.67091	22.76328	14.81324

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 85.53

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
970	1034	1239	849	1360

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

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

Response: 23.44

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

2022-23	2021-22	2020-21	2019-20	2018-19
190	27	379	591	307

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

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

Response: 26.83

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

2022-23	2021-22	2020-21	2019-20	2018-19
77	41	34	53	63

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

2022-23	2021-22	2020-21	2019-20	2018-19
244	218	159	118	260

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 16.32

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
59	23	5	4	4

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3 Student Participation and Activities

5.3.1

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

Response: 66

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

2022-23	2021-22	2020-21	2019-20	2018-19
34	11	4	6	11

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

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

Response: 13

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

2022-23	2021-22	2020-21	2019-20	2018-19
35	12	01	09	08

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

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

Response:

SBMS College, Sualkuchi, has a registered Alumni Association by the name of "Praktan Satra-Satri Sanmilan" This association was formed on 27th October,2002, in a general meeting of the alumni held at the initiative of this institution. This association is constituted with 19 members, headed by Lakshminath Das as Secretary, Dr. Dipendra Kumar Sarmah and Hemen Das as Joint Secretaries. The first sitting held on 25th April, 2003, prepared a plan estimate of Rs. 35 lakhs only for the construction of the boundary wall around the institutional campus.

The SBMS College Alumni Association plays a vital role in maintaining a strong connection between the institution and its former students. It aims to foster relationships among alumni and contribute to the growth and development of the college through various initiatives. It is associated with providing support services both physically as well as financially. Throughout the years the alumni association has donated various prizes among the students besides donating several invaluable articles such as books and almirah for the Assamese department and the library, curtains for the principal's chamber, chairs for the library reading room, a sound system for the college office, hot and cold bottled water dispenser and a wash basin with cabinet for the professors' common room. The association has also striven hard to inculcate fellow feeling among students, shares knowledge and information and participates in various programmes of the institution. The members offered their invaluable service towards the successful completion of events like Golden Jubilee Celebration, College Foundation Day, community programmes, plantation drives, etc. The Association has actively participated in environmental initiatives, including plantation drives as a part of commitment to sustainability, symbolising their continued connection with the college and their commitment to preserving a healthy environment. Moreover, the association is committed to social responsibility by performing street act on a very serious issue on Drug Addiction among the youth. Apart from these, the Association offered a supportive hand with the college fraternity during Pandemic period in regard to awareness activities in greater Sualkuchi area. The college has a dedicated unit in the campus always ready to arrange facilities for alumni meets, providing a platform for the alumni to revisit their alma mater and offer invaluable insights and suggestions for further improvements. These interactions foster a strong bond between the college and its alumni, contributing to continuous growth and enhancement for both the parties.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Response:

SBMS College, Sualkuchi, prepares Annual Strategic Plan and Perspective Plan in accordance with its Vision and Mission of the institute and implements with incorporating participatory and decentralised management system.

Vision Statement:

To ensure quality education, infrastructure and services for the holistic development of young minds, we are someone here at Sualkuchi.

Mission Statement:

- To impart higher education to the eligible youths in general and SC/ST/OBC and those belonging to the weaker section including the women in particular
- To promote ideas of national integration, secularism, a scientific outlook and a cosmopolitan, humanistic and a holistic approach towards life
- To impart training in games and sports, music, literature, arts and culture
- To promote among the students and teaching faculty an awareness and understanding of the social needs of the hour
- To work for the appreciation, preservation and dissemination of art and culture, education in science accessible to the rural youths
- To arrange remedial teaching for the improvement of quality in the needy section of the learners
- To lead the rural youths to the national mainstream with better preparedness to prove themselves as human resource for development of the self and the nation in its true sense

Nature of Governance:

The vision and mission of the college have been reflected in the governance and leadership with the decentralised and participatory mechanism. The college has been recognised under 2(f) and 12(B) by UGC.

To ensure quality education, infrastructure and services for the holistic development of young minds, the decentralisation of powers and functions in the hierarchical system of different bodies along with the involvement of the stakeholders has been instrumental in achieving and fulfilling them. The Governing

Body being the apex body entrusts the responsibility of formulating and operating action plans to the Principal of the college in consultation with faculty members & other stakeholders. The Principal further delegates the authority through the Vice-Principal, the IQAC, the HoDs, different Committees and Cells.

The Academic Committee comprising of the Principal, Academic Head (Vice-Principal), Heads of the departments and the Internal Quality Assurance Cell, takes care of the academic activities, prepares the Internal Academic Audit report of the institution. The IQAC is the chief body that prepares the Annual Strategic Plan, Perspective Plan, various SOPs for cells and committees. In order to sustain growth, decentralisation, the institute has various cells and committees, such as: Internal Discipline Committee, Anti-Ragging Committee and Grievance Redressal Cell. The Women Cell and Internal Complaint Committee are committed to create a safe and inclusive environment for all students and staff by promoting gender sensitization through various programmes.

Similarly, the institute has Planning Committee, Construction Committee, Purchasing Committee, RUSA Committee, Library Committee and Electoral Literacy Club to create an awareness among new voters. Moreover, for conducting extension activities and community outreach programmes, the institute has NSS Unit, Extension Cell, Eco Club. Apart from the representation of students in Union Body, participation of students in governance and management of the institute like IQAC, RUSA, Grievance and Redressal Cell, Internal Complaint Committee, etc. also reinforces the decentralised mechanism.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Response:

The institution adopted quality improvement strategies like curriculum development, Teaching and Learning, Examination and Evaluation, Research, Library, ICT and Physical Infrastructure, extension cum institutional social responsibility etc. considering its vision & mission statement, recommendations of the NAAC Peer Team.

Deployment of Perspective Plan

The present assessment period falls under the Perspective Plan of the institute covering from 2018-2023,

strategically, to introduce Commerce Stream in the institute, to introduce skill-based courses, to create opportunities for experiential learning through internship, community engagement projects, field trips to enrich students' learning experience, to promote the use of ICT and E-resources by teachers for digital knowledge of the students, focus on extension of Assam type Science building under RUSA grant, to complete the remaining portion of multi-storied building under RUSA Phase I, to construct of a state-of-the-art auditorium, more focus on maintaining clean and green environment in the campus, facilitating the departments with more ICT enabled classroom and signing of MOUs with various institutions and organisations so as to exchange academic excellence as well as holistic development of students through the participation of games, cultural activities, etc

Governance and Administrative Setup

The college is affiliated to Gauhati University and has two-tier system of governance. At the administrative level, the Governing Body (GB) is at the apex decision making body and at the college level, the Principal is at the apex of the internal administration. The college administration is governed by Principal of the college by adhering rules, regulation and guidelines of the Directorate of Higher education, Assam in regard of recruitment, promotion, maintenance of roster system, directives regarding admission, service books updation & leave rules, superannuation and other academic, administrative, financial matters. Administrative hierarchy is headed by the Principal, followed by the Vice Principal, who, assists Principal in various administrative and academic matters and then by the HoDs of the various departments. IQAC monitors and ensures quality standards in administrative and academic activities.

Appointment and Service Rules

As per the Rules and Regulations of UGC and DHE, Govt. of Assam, the college authority takes care of the appointment procedure of the vacancies/appointments by following the reservation policies of Govt. of India. In accordance with state government guidelines, the appointment process for non-teaching staff is meticulously followed. The service rules of the contractual staff are governed by the setup rules of the college authority.

Procedure for Recruitment

- The college advertises vacancies for teaching and non-teaching positions in leading newspapers and the college website, with the Principal's approval following the consent of G.B. The Directorate of Higher Education (DHE), Assam provides prior approval and confirms the appointment of assistant professors in accordance with G.B resolutions.
- Recruitments to various self-sustaining departments and programs are made through proper interview procedure.

Procedure for Promotion

- The college follows a transparent and impartial policy for promotion. Promotions of the sanctioned teachers are made according to the UGC rules/ Government of Assam, through DPCs held after the verification of API scores by IQAC.
- Promotion of the non-teaching staff is accorded as per seniority. The college recommends promotion of the concerned employee to the Govt. for necessary approval through the Director of Higher Education, Assam.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Response:

Performance Appraisal System

The institution has a performance appraisal system for teaching staff in the mode of Individual Data Capturing Form covering general information, teaching learning and evaluation activities, research publication and academic information, duties entrusted in the college other than teaching, extension and professional development activities, etc. The faculties have to submit the filled -up form on given parameters to IQAC. The Institution has Performance Appraisal System for non-teaching staff also which aids in improvement of the standards of the non-teaching staff. Performance Appraisal formats prescribed by the govt. for promotional matters are certified by the principal as and when required for individual permanent faculty members. These formats are required to be sent to the Office of the Director of Higher Education by the college authority after holding the DPC. Thus, the Principal maintains Annual Confidential Report of all Teaching & Non-Teaching staff which is then forwarded to the Director of Higher Education along with Departmental Promotion Committee Report (for teachers).

Welfare Measures

In order to support the well-being and holistic development of student and staff, the college provides certain welfare measures in addition to the welfare measures provided by the Govt. of Assam, which are listed below:

- Staff members with permanent appointment before 2005 qualify for the Old Pension Scheme (OPS) and consequently, avail the provision of Provident Fund (PF), Gratuity, Leave Encashment and Group Insurance Scheme (GIS) of Govt. of Assam.
- Staff members with permanent appointment from 2005 onwards fall under the National Pension Scheme (NPS) and consequently, avail the provision of Gratuity, Leave Encashment and Group Insurance Scheme (GIS) of Govt. of Assam.

SBMS College has exercised welfare mechanism for teaching and non-teaching staff, such as, Maternity Leave, Paternity Leave, Child Care Leave, leave with pay for participation in academic courses, Casual Leave and Earned Leave as per Govt. directives. Apart from these, the Teachers Unit of the college provides monetary assistance to the staff to address financial problems as and when need arises.

Avenues for Career Development/Progression

The college navigates career advancement for the teaching and non-teaching staff by conducting various programmes including Workshop, Seminar, Faculty Development Programmes(FDP),etc. with opportunities to update their knowledge and skills in their respective fields. Teachers are also encouraged to participate in Orientation Programme(OP), Refresher Courses (RC), Short-Term Course(STC), Faculty Induction Programme (FIP), Faculty Development Programme (FDP) organized by UGC-HRDC and other professional bodies both offline and online mode. Apart from this, teaching and non-teaching staff are provided with financial support to attend conference/ workshop and towards membership fee of professional body. Additionally, teachers are provided with opportunities for leadership role and involvement in institutional and other steering committees enable to contribute to decision making processes, promoting career progression within the academic environment.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

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

Response: 79.74

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

2022-23	2021-22	2020-21	2019-20	2018-19
32	32	21	54	46

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

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

Response: 120

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

2022-23	2021-22	2020-21	2019-20	2018-19
50	61	36	66	75

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

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	0	3	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

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

Response:

Response:

The college maintains a strategic approach towards the upkeep and effective utilization of its facilities and resources. The main external sources of funds for the college are UGC, Govt. of Assam, RUSA,

Govt. of India (DBT). The college priorities the mobilization and optimal deployment of its resources and its funds. The internal sources for fund mobilization of the college are course fees for self-finance programmes including, B.Voc, B.C.A, P.G.D.C.A and Community College programme. The capital expenditures under various heads of expenses are like new building construction, renovation of infrastructure facilities, extension of existing structure, procurement of ICT support facilities, laboratory equipment etc. The internal resources for fund mobilization are generated through surplus funds from different accounts namely, centre fees collection from students and interest accrued from fixed deposits at banks and interest accrued from other deposits, revenue collection from fishery.

The concerned committees of the college look after the optimum utilization of these resources for the all-round development of the college. The grants received from RUSA under PFMS are monitored by RUSA Committee. Funds received from UGC and State Government for construction and purchasing are monitored by Construction Committee, Purchasing Committee respectively and procurement of books and journals, e-resources etc. are supervised by the Library Committee of the college. For the approval of all the expenditure and utilization of the funds received from UGC, RUSA, State Govt are placed by the Principal before the Governing Body (GB). The college ensures timely submission of audited Utilization Certificates (U.Cs.) to RUSA, UGC and the govt.

Optimal Utilization of Resources:

- The staff members and students are engaged in various administrative and social services in the local setup. They also extend their support in extension and community services.
- Classrooms are made use of various government and public bodies for holding government recruitment examinations on Sundays and holidays.
- The college premises is used by local people.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

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

Response:

The IQAC of SBMS College manages and engages with different stakeholders to ensure quality

assurance and sustainability. It focuses on strategic planning and effective execution, aiming to incorporate these practices within the institute, aligned with the mission and vision of the institute. Various quality parameters that are mandatory for the NAAC Accreditation & Assessment process are being initiated through IQAC. As a result of all relentless efforts, several quality practices and cultures have come to be formally institutionalized through the active involvement of IQAC, which actively coordinates with the college administration, including the Governing Body and the Office of the Principal.

Quality Assurance Strategies by IQAC:

- Academic Calendar is published annually by the IQAC in accordance with the Academic Calendar of the affiliating university and displayed in the college website.
- Preparation of Strategic Plan and Annual Action Plan prior to the beginning of academic session
- Central to this approach is the establishment of feedback mechanism, engaging students, teachers and guardians with the collection and analysis of feedback for continuous improvement.
- Conducting FDP, seminars, workshops and certificate courses across departments, all geared towards enriching students' intellectual acumen
- Complementing these efforts, the institution has institutionalised practices such as annual academic audits, rigorous preparation of lesson and teaching plans by faculty members, and the integration of sustainable green practices across all college wings, gender audit etc, underscoring a holistic approach to quality assurance and sustainable development.
- Conducting regular internal audits to assess compliance with quality standards and identify areas for improvement. Initiatives have been undertaken for academic audit, green audits, financial audit, gender audit etc.
- Conducting Induction cum Orientation Programme for newly admitted undergraduate students of various programmes and farewell to the outgoing students
- Monitoring of teacher's Diary maintained by individual teachers across departments for recording their daily class transaction, participation in departmental or other college related engagements
- Organising Alumni Meet with the Alumni Association of SBMS College
- Conducting extension and other community outreach programmes through NSS Unit, Extension Cell
- Signing MOUs with other institutes and organisations to foster knowledge exchange, collaborative research and community outreach programme.

Review of teaching-learning process

IQAC proactively undertakes the review of teaching-learning processes and evaluates learning outcomes. It focuses on maintaining a supportive academic environment and sustaining quality standards. Alongside the Academic Cell, the IQAC performs review on mid-term course progression in order to ensure course progression and timely completion of the syllabus. Moreover, the IQAC evaluates student performance department wise in end semester examination in the form of Academic Audit-Phase III, recommending incremental improvement to departments when needed.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Response: SBMS College always exhibits its concern towards gender equity and tries to promote gender-neutrality in the campus and in the societal level too through various activities like awareness programs, seminars, popular talks, counseling, etc. The enrolment report of the academic years reveals that the girl students exceeded the boy students. In the co-curricular activities like NCC, NSS and sports, the participation of girl students is increasing day by day. The college shows its concern towards gender sensitivity providing facilities on following heads:

Committee/Cells:

The college has Women Cell, Gender Sensitization Cell, Internal Complaint Committee, Grievance Redressal Cell and Anti-Ragging Cell to look after the gender issues like - problems and prospects of women students and employees, gender equity and sensitization, safety and security of women in the campus, ragging, sexual harassment etc. to provide a healthy and gender-neutral environment for students and staff members.

Gender Equity and Sensitization in Curriculum:

The curriculum of various subjects in Undergraduate level integrates Gender Sensitization issues. In the syllabi like Women and Society in BA (Education), Women Writing and Contemporary India: Women and Empowerment in BA (English), Feminism: Theory and Practice in BA (Political Science) Programmes manifest the concerns of Gender Sensitivity in the curriculum.

Safety and Security:

The college tries its best to provide facilities to ensure the safety and security of girl students. The entire college campus is made secured by building concrete wall. There are two entry gates and one exit gate and CCTV cameras are arranged there to ensure the safety and security of students. Apart from the gates, the institution provides CCTV surveillance in specific places like classrooms, administrative building, office, library etc. Outsiders are checked by the gatekeepers in the college entry. To wear student ID cards by every student is made compulsory in the college campus Female faculty members always help the girl students in every matter and escort them in excursions and academic visits.

Counselling

Orientation and counseling programmes are organized time to time and specially during the time of admission. There is a disciplinary committees like Gender Sensitization Cell, Internal Complaint Committee and Anti-Sexual Harassment Cell to monitor the issues of gender sensitivity. Besides, female faculty members offer assistance and guidance in the issue of gender sensitivity as well as to the welfare of girl students.

Common Room:

There are two separate common rooms for girls and boys in the college. Both the common rooms have facilities of electricity, drinking water, attached toilet with running water and indoor game facilities like table tennis, carom, Chinese checker, ludo etc. There is a sanitary pad vending machine and a sanitary pad dispensing machine for girls' students in the girls' common room. Two student representatives as Girls' and Boys' Common Room Secretaries are elected every year to the Students' Union to oversee the matters of common rooms.

Programmes Organised for Gender Sensitisation:

The college has organized various programmes related to gender sensitization inside and outside the college from time to time. The Women Cell of the college celebrates International Women's Day very year with various agenda uplifting the mental power of female students by providing them a platform to showcase their talents. Self-defence training and yoga training are organized for girls students to keep them safety and as well as healthy.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

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

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

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

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of

students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**Response:****Response:**

There are different students from varied caste, communities, culture and socio-economic background in the college. The College, being populated with ethnic, cultural and linguistic diversity with different tribes such as Assamese, Rajbonshi, Bodo, Rabha; communities like Hindu and Muslim, inculcates a sense of respect among its stakeholders to each other in terms of linguistics and as such a kind of tolerance and communal harmony is prevailing in the campus. Motto of the college believes that there should be equitable opportunities for education to all students in admission, and other related facilities.

There are facilities of library, sports & games, cultural activities to have participation of students in varied programmes. The college has adequate ambience and infrastructure to guarantee that all students have access to the required measures. Measures have been taken to ensure tolerance, peace and harmony. College always provides equal chance to all sections of students irrespective of their demographics and promotes for cross-cultural involvement in diverse programmes structured from time to time.

The college has always emphasised on prominence for informing students and employees on constitutional duties, responsibilities and other values. To ensure this, college has been observing Human Rights day, World Environment Day, Wetland day, Women's day, Independence Day, Republic Day, Human Rights day, Freedom struggle, Axom Divash etc.

Varied programs for students' participation have been conducted to make students aware about their duties and responsibilities of good citizens, performing democratic responsibilities in judicious and responsible manner for electing efficient representatives. Various programs like Bishnu Rabha Divash, Matribhasha Divash, Sankar Dev Tithi, Axom Divash, Death Anniversery of Bhupen Hazarika, Lachit Divash, Science day are observed and celebrated from time to time.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices**7.2.1**

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

Response:

BEST PRACTICE - 1

1.TITLE OF THE PRACTICE: Eco-Friendly Environment and Practice of Green Initiative

2.OBJECTIVE OF THE PRACTICE:

Environmental consciousness is enshrined in the main objective of the institution and plantation of tree is one of the major concerns carried out by the authority to maintain eco-friendly atmosphere in the campus.

3.THE CONTEXT:

The campus is embellished with open fields, fishery, gardens and a luxuriant cluster of trees. Maintenance of cleanliness in the campus, plantation of trees, hygienic disposal of wastes are normal practices exercised in the campus which have been made possible by the cooperation of each and every member of the college family to make the campus eco-friendly and noise-free atmosphere.

4.THE PRACTICE:

- Green Audit of the campus has been regularly carried out and maintained especially by the Green Audit Team cum Eco Club. The department of Botany supervising the maintenance of the existing trees and planting new trees in the college campus. World
- Environment Day is celebrated every year in the college with the initiative of the Department of Botany and NSS Unit of the college with various agenda in concern with environmental issues and awareness.
- A Botanical Garden has been set up by the Department of Botany in the college campus. The department of Botany specially works for the preservation, identification and labeling trees with their scientific names.
- Separate dustbins are available for dry and wet wastage in the college campus.
- The Institution under the supervision of department of Botany has a Vermi-composting Unit in which bio-degradable wastes of the campus like leaves, vegetable peels and waste food of the canteen etc are used.
- Initiatives are taken on Go Green agenda or Environmental Awareness by the institution with the cooperation of faculty members, students, NSS Unit on regular basis.
- The institution takes initiatives to make a complete plastic-free campus by creating awareness programmes in college as well as in the societal level.
- 50% of official works are done digitally or in electronic mode.
- Circulars and notices are circulated mostly through online mode such as – email, WhatsApp to reduce the use of paper.
- More than 40% of students use bicycles for transportation. Students are encouraged to use bicycle instead of bikes and scooters.

5.EVIDENCE OF SUCCESS:

- Some evidence of successes of this Best Practice has been visualized based on the following

activities:

- Occasional and periodical tree plantations have enriched the flora and fauna of the college campus resulting in the transformation of the campus into an eco-friendly one.
- Environmental awareness program organized by Department of Botany, Zoology, Chemistry and NSS Unit of the college on regular basis.
- Eco-friendly energy is provided by the installation of Solar Rooftop Project by Ministry of New and Renewable Energy (MNRE).

6.PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

To execute this practice, the following problems are encountered by the college:

- Green Campus initiatives involve lots of efforts in a continuous and long-term engagement. So, it requires determination and commitment from the stakeholders.
- Green Campus initiative is an expensive practice. It needs expert's ideas and guidance.
- It requires sufficient and dedicated manpower.

BEST PRACTICE – 2

TITLE: EMPOWERING WOMEN ON CAMPUS: A HOLISTIC SUPPORT STRATEGY FOR FEMALE STUDENTS AND STAFF

OBJECTIVE OF THE PRACTICE:

The institution seeks to provide a safe, inclusive and supportive environment for girl students and female staff of the college fostering their holistic development and empowering environment concerning academic growth and professional success, personal development and over-all well-being and active participation in the affairs of the institution.

THE CONTEXT:

Recognizing the unique challenges faced by female students, and staff, the college has implemented a comprehensive support mechanism aimed at ensuring their personal and professional growth, success and empowerment. Gender Equality is needed in the practice of academics.

THE PRACTICE:

Measures initiated by the Institution for the promotion of gender equity during the last five years. The college tries its best to provide facilities to ensure the safety and security of girl students and staff like - CCTV surveillance, well-equipped Girls Common Room containing sanitary pad vending machine and sanitary pad dispensing machine.

- Safety and Security for the girl's students and female faculty
- Counselling for the girls student
- Girls Common Room Facility
- Women Cell and Internal Complaints Committee
- Gender Sensitization Initiatives

EVIDENCE OF SUCCESS:

The comprehensive support mechanism for female students and staff exemplifies the institution's dedication to gender equity and inclusivity. Some evidence of successes of this best practice has been visualized based on the following activities:

1. The Gender Audit undertaken by the IQAC, SBMS College, Sualkuchi along with Gender Sensitization Cell, SBMS College intends to scrutinize the gender balance within the institution in order to create social awareness about the problems of women and gender discrimination in particular.

The following are the main objectives of the Gender Audit:

1. To assess the gender balance in the college
 2. To reflect and delineate a clear road map for implementing gender- inclusive actions and initiatives within the college community for creating a supportive environment where all individuals feel respected and valued.
- The institute is committed to implementing effective measures to ensure the safety and security of individuals across all gender identities.
 - The college aims to foster and nurture the self-confidence and self-esteem of female students, women faculty and other staff through empowerment initiatives.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:

Several challenges are encountered when striving for gender equity in our college, along with the resources required addressing him.

1. Gender equity initiatives involve lots of efforts in a continuous and long-term engagement. So, it requires determination and commitment from the stakeholders. Resources needed include more workshops, training programmes and awareness campaigns for students, faculty and staff.
2. Gender inclusivity could be further enhanced within the institution. by developing a gender –sensitive curriculum and educational materials which require resources for research, content development and faculty training.

Embracing the diversity within our community, the college is dedicated to fostering gender equality and empowerment. We acknowledge the unique needs and strengths of both female staff and students and actively work towards eliminating gender disparities.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The College has always given priority on skill development of the students and it emphasizes the matter of employability and entrepreneurial quality of students. The SBMS College is one of the eleven colleges under Gauhati University providing vocational education on various trades at undergraduate level. SBMS College, Sualkuchi, has introduced Three-Year Bachelor of Vocational Degree Programmes in the trades Animation & Graphic Design and Fashion Technology since 2015 approved by University Grants Commission (UGC), New Delhi. These Programmes are affiliated to Gauhati University and the B. Voc. Course is deemed equivalent to all other Bachelor Degree courses under Gauhati University as per UGC directives

SBMS College is the single government institution under Gauhati University which is providing education on the trade Animation and Graphic Design. Situated in a rural backdrop, the College has been maintaining its level for preparing a platform for our students through entrepreneurial skill development programme. With a very limited exposure in and around the village, the institution is providing Bachelor of Vocational Courses with multiple exits in undergraduate level incorporating specific job roles along with broad general education. The vocational programme in Animation and Graphic Design is a judicious mix of skills, professional education related to Animation and Graphic Design along with appropriate content of general education. It is designed in such a way that the student can be able to cope up with the emerging trends and challenges in the field of Animation and Graphic Design.

The basic objectives of the Programme are as the following:

1. To impart skill-based education relating to a profession along with appropriate content of General Education
2. To ensure that students can work at each exit point of the programme
3. To promote Entrepreneurship among students
4. To integrate students with general line of degree programme with the enhancement of employability factor as per the industry requirement
5. To provide vertical mobility to students coming out of 10+2 with vocational subjects.

The Animation and Graphic Design course focuses on offering hands-on, high-quality practice-based education in the field of Animation, Design, and New Media, Visual Effects, Photography, Sound Design, Audio Production in the remote parts and successfully bridge the skill-gap. The Animation and Graphic Design department of SBMS College focuses on the following priority and thrust areas:

- **Skill Development:** The Department has been offering hands-on-training in animation and graphic design and creative techniques to enhance employability and entrepreneurial capabilities.
- **Innovation:** The department has been encouraging students on cutting-edge technologies like 3D animation, visual effects (VFX), motion graphics and multimedia design. The focus on cutting-edge technologies has contributed to the distinctiveness of SBMS College's academic offerings.
- **Creativity and Visual Aesthetics:** Promoting our students the creative expression and visual skills,

focusing on character design and narrative development, the course highlights primarily on 2D and 3D Animation, Advanced Photography, Visual Effects (VFX) used in Cinematography, 3D Modeling and Rendering and Sound Design & Recording.

Facilities of the Department:

The Department is equipped with the latest Animation Productions, Software Packages, High End Desktop Workstations, Apple Computers for Editing, Sound Recording and Mastering Studio, Chroma, Digital SLR cameras for Photography and Motion Picture Production to name a few.

Audio Recording and Post Production Studio

Audio recording and post production is a very productive career option. Apart from film industry, a person trained in audiography and sound post production can earn meaningful livelihood in the domain of Animation, Television Commercial, Video Journalism, Live events, Music industry etc. Audio recording and mixing is an integral part of Animation filmmaking. Aiming to create proper infrastructure and ambience for imparting practice-oriented training, SBMS College, Sualkuchi has established a dedicated studio for Audio mixing and Post Production in aegis of Department of Animation and Graphic Design.

The studio boasts of the following Audio Hardware and Recording Set ups:

1. Yamaha 01V96i Digital Mixing Console: This set up offers 16 in/ 16 out live audio streaming at 96 kHz for multitrack recording and playback. It contains precision 100 mm motor faders and high-resolution REV-X reverbs and is loaded with I/O expansion slot that accepts mini-YGDAI cards. This state-of-the-art machine is compatible with both Windows and Macintosh versions of 01V96i editor for offline and online data management.
2. Omni and Supercardioid microphone: The studio is equipped with Omni and Short-range shotgun microphone that boasts an accurate sound while providing superb noise reduction. Omni microphone is handy live recording and events while the Shotgun microphone will help in the production of location recording, Foley and Voice Over.
3. Portable recorder and Telescopic Boom Rod: The audio production department has procured a portable multitrack recorder and a long-range telescopic rod for enhancing sound recording and design capabilities.

There are numerous career opportunities in the field of Animation and Graphic Design. Animators are in high demand in sectors like education, healthcare and marketing. VFX and Animation are good career options now-a-days. Many reputable companies are looking for animators who have strong artistic sense and can think out of the box. After completing this course, one can start career as an Animator for various 2D & 3D motion pictures, as VFX Artist and Compositing using techniques like matte painting and computer-generated imagery to add visual effects in movies, as Sound Designer and Recording Artist, career as a Director of Photography, career as a Cinematography, career as a Roto Artist, Rendering Artist used for creating virtual objects using 3D tools and so on. The students graduated as Bachelor of Vocation in Animation and Graphic Design every year from this college since 2015 have progressed either to higher education or got placement in various sectors which is a good sign in terms of students' placement and progression.

The department of Animation and Graphic Design organizes various programs and activities like

workshop, seminars, project works to expertise the skill and creativity of students in the field of animation and graphic design such as - workshops cum seminar on “Emerging Trends in Computer Hardware, Networking and Animation”; one month intensive course on “Tools of Digital Filmmaking”, students’ active participation on 75th Assam Sahitya Sabha with different presentation like the replica of a smart city, Mechanized water Fountain etc. and showcases its institutional distinctiveness, aligning with its priorities and thrust areas.

File Description	Document
Any other relevant information	View Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

This institution is one of its kinds in the larger catchment of the North Bank of the river Brahmaputra providing formal education in Arts, Science, Vocational and Computer streams. The newly introduced Commerce Stream in the academic year 2023-2024 will cater to the interests of the students wanting to associate themselves in the field of industry, financial management and entrepreneurship. The institution maintains active academic relation with other centres of higher education in the vicinity as well as with the primary and secondary schools. The geographical location of the institute has created a sense of isolation. As the learners of nearby areas hail from lower economic condition, they are not in a position to bear the transportation cost and as a consequence, it reflects in the enrolment of the institute. However, the Palasbari-Sualkuchi 4 lane extra-dosed bridge project over Brahmaputra connecting Sualkuchi and Palasbari has inched to reality and expected to attract the learners for newly introduced commerce stream and self-financing courses. The college has adequate physical and IT infrastructure to support students and others stakeholders, along with the Government sanctioned state of the art auditorium under Assam Govt's Journey of Development Mission is going to be a reality in the South East corner of the college campus.

Concluding Remarks :

SBMS College is located in Sualkuchi, a village in the rural Kamrup district of Assam popularly known as the "Manchester of East". The village of Sualkuchi is the textile centre where the traditional art of weaving mekhela chadors and gamusa, the traditional Assamese garments made with indigenous designs and motifs. The college associates itself with local entrepreneurial groups along with promoting the Silk industry of Sualkuchi. The college perceives to establish a Silk Incubation Centre along with R&D Cell for development of handloom industry. The proposed centre would endeavour to document and safeguard the indigenous wisdom associated with this rare and esteemed silk variety exclusive to Sualkuchi. The Incubation Centre will extend to focus its cultural heritage assets and artefacts—exploring avenues for skill development of our students in the line of NEP 2020. It would aim to recalibrate the socio-economic structure of the region as well as strengthening the industry for survival in the challenging time. It is also expected that the centre will provide a comprehensive foundation for addressing the research gaps and achieving the objectives of documenting and safeguarding the indigenous knowledge system, weaving techniques passed down through generation of silk producing communities of Sualkuchi

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :42</p> <p>Remark : As per revised documents provided, thus DVV input is recommended.</p>																				
2.4.1	<p>Percentage of full-time teachers against sanctioned posts during the last five years</p> <p>2.4.1.1. Number of sanctioned posts year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>48</td> <td>39</td> <td>39</td> <td>36</td> <td>36</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>48</td> <td>45</td> <td>47</td> <td>47</td> <td>45</td> </tr> </tbody> </table> <p>Remark : As per documents provided by HEI, and data for this metric id should not be less than the data for the data for extended id 2.2, thus DVV input is recommended.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	48	39	39	36	36	2022-23	2021-22	2020-21	2019-20	2018-19	48	45	47	47	45
2022-23	2021-22	2020-21	2019-20	2018-19																	
48	39	39	36	36																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
48	45	47	47	45																	
2.4.2	<p>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</p> <p>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>35</td> <td>32</td> <td>32</td> <td>33</td> <td>30</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>43</td> <td>44</td> <td>42</td> <td>44</td> <td>44</td> </tr> </tbody> </table> <p>Remark : As per documents provided by HEI, thus DVV input is recommended.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	35	32	32	33	30	2022-23	2021-22	2020-21	2019-20	2018-19	43	44	42	44	44
2022-23	2021-22	2020-21	2019-20	2018-19																	
35	32	32	33	30																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
43	44	42	44	44																	
3.1.1	<p>Grants received from Government and non-governmental agencies for research projects /</p>																				

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	00	00	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

Remark : As per revised data provided by HEI, and grants for the reearch projects and for the endowments in the institution to be considered, thus DVV input is recommended.

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years**5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
77	41	34	53	63

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
77	41	34	53	63

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
168	145	159	118	260

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
244	218	159	118	260

Remark : As per revised documents provided, thus DVV input is recommended.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
143	18	3	11	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
35	12	01	09	08

Remark : As per revised documents provided by HEI, and events should not be split in to activities, thus DVV input is recommended.

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

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : As per documents provided by HEI, thus DVV input is recommended,

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 54 Answer after DVV Verification : 52