



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

B. H. COLLEGE

- Name of the Head of the institution **Dr. Bhushan Chandra Pathak**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **+919435513424**
- Mobile No: **9435513261**
- Registered e-mail **bhcollege1966@gmail.com**
- Alternate e-mail **iqacbhcollege@gmail.com**
- Address **P.O. Howly**
- City/Town **Howly**
- State/UT **Assam**
- Pin Code **781316**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Gauhati University**
- Name of the IQAC Coordinator **Dr. Subhash Chandra Das**
- Phone No. **+919864473923**
- Alternate phone No. **9435513424**
- Mobile **9864473923**
- IQAC e-mail address **iqacbhcollege@gmail.com**
- Alternate e-mail address **bhcollege1966@gmail.com**

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

http://www.bhcollege.ac.in/docs/AQAR_2019-20.pdf

4. Whether Academic Calendar prepared during the year?

Yes

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

<http://www.bhcollege.ac.in/academic.php>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	79.85	2004	08/01/2004	07/01/2004
Cycle 2	A	3.11	2016	25/05/2016	24/05/2016

6. Date of Establishment of IQAC

12/12/2002

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Sanitisation	Assam Govt. (DHE)	2020 365 days	17000.00

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report

[View File](#)

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

- If yes, mention the amount

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

Preparation of the College Prospectus highlighting the achievements of the college and the students.

Preparation of the Academic Calendar of the college in conformity with that of the parent university

Ensuring the academic quality by means of getting feedback from students, alumni and parents.

IQAC coordinated in arrangement of online classes with concerned Department Heads at the height of COVID-19 pandemic to ensure the completion of syllabus on time.

IQAC and various departments of the institution collaborated and organised various programmes for the benefit of students and teachers which were imparted online amidst the Covid-19 pandemic.

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

Plan of Action	Achievements/Outcomes
To organise a one week Faculty Development Programme on imparting online teaching-learning methodology during Covid-19 pandemic.	A week long faculty development programme on imparting online teaching learning methodology during Covid-19 pandemic was organised on 17-24 August, 2020 in collaboration with Electronics and ICT Academy, IIT-G
Various departments were suggested to organise webinars, online lectures etc. on relevant topics for the benefit of teachers and students.	Department of Bengali organised a 'Ek Divoshyo Rashtriya Antorjalik Alochana Chakra' on 'Sampratik Kale Loko Sanskriti Sorsar Prasangikata: Samasya o Uttaran' on 16/09/2020. The Department of Statistics organised a one-week online student training programme on MS Excel and SPSS from 04/01/2021-10/01/2021.
To orient teachers with the MOODLE/LMS platform.	A one week Faculty Development Programme was organised on Moodle Learning Management System from 19/06/2021-25/06/2021

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
B.H. College Governing Body	25/05/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Mobile	9864473923				
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3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.bhcollege.ac.in/docs/AQAR_2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.bhcollege.ac.in/academiccalendar.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Cycle 2	A	3.11	2016	25/05/2016	24/05/2016
6.Date of Establishment of IQAC		12/12/2002			
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional	Sanitisation	Assam Govt. (DHE)	2020 365 days	17000.00	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			3		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			No		

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
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Preparation of the Academic Calendar of the college in conformity with that of the parent university		
Ensuring the academic quality by means of getting feedback from students, alumni and parents.		
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13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
B.H. College Governing Body	25/05/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	25/04/2022
15. Multidisciplinary / interdisciplinary	

<p>The institution has a total of 3 streams, viz. Arts, Science and Commerce. There are 23 departments belonging to the aforementioned streams. The institution is focused on providing multi-disciplinary education.</p>
<p>16. Academic bank of credits (ABC):</p>
<p>Not Applicable.</p>
<p>17. Skill development:</p>
<p>Two Skill development courses were introduced in the year 2019 viz. GST Assistant and Motor Vehicle Driving. However these courses could not be continued due to pandemic. The efforts are on for the resumption of the courses.</p>
<p>18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</p>
<p>The institution is yet to inculcate the Indian Knowledge System as envisioned by the Ministry of Education and NEP 2020. Although different courses under Department of English, Assamese, History, Education, Hindi, Sanskrit and Philosophy have different facets of Indian Culture, history and knowledge system in them.</p>
<p>19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):</p>
<p>The institution is committed towards Outcome Based Education and in that regard the formulation of Program Specific Outcomes and Course Outcomes with utmost care.</p>
<p>20. Distance education/online education:</p>
<p>The institution serves as a Study Centre for Distance Education under Gauhati University Institute of Distance and Open Learning (GUIDOL) as well as for Krishna Kanta Handique State Open University (KKHSOU).</p>

Extended Profile

1. Programme

1.1

7

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

File Description	Documents
Data Template	View File

2.Student2.1 2962

Number of students during the year

File Description	Documents
Data Template	View File

2.2 512Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 516

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 65

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 65

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	7
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2962
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	512
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	516
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	65
File Description	Documents
Data Template	View File

3.2	65
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	48
Total number of Classrooms and Seminar halls	
4.2	3319334
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	20
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

All the class routines are prepared adhering to the existing regulations as well as ample time is given to students for their co-curricular and extra co-curricular activities. The class distribution among the faculties are undertaken after considering their area of specialisation as well as experience in that specific subject in order to impart impeccable wisdom for students' learning.

All the faculties focus their efforts while imparting knowledge, on learning skills and invoke curiosity in order to enable creativity among students. This is achieved through proper development of lesson plans and revision of the same from time to time. Lesson plans are implemented through proper use of Teaching/learning material (TLM).

Every department has been issued a laptop for developing power point presentations as part of lesson plans which enable

teachers to use captivating slides warranting attention of students as well as to effectively and efficiently use the class hours. In conjunction with aforementioned tools are maintained as well such as students' register for each class in order to gauge the attendance and their desire to attend classes. Teachers' activities register the number of classes taken and coverage of the syllabus at a certain point of time.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The Academic Calendar is prepared according to the academic calendar published by the affiliating University (Gauhati University) before the commencement of every academic session. All the working days, holidays, designated yearly programmes and tentative schedule for the Continuous Internal Evaluation (CIE) are mentioned distinctively in the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

7

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

There are various courses in UG programmes which covers relevant issues regarding Professional Ethics, Gender, Human Values, Environment and Sustainability. Although these are not integrated by the institution on their own accord but has been inculcated in the courses by the affiliating university. Such as AECC-2 paper (Environmental studies) of B.A./B.Sc./B.Com. Kindly refer to the affiliating university (Gauhati University) website for detailed individual course details covering the aforementioned issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

5

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

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

1013

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1060

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

480

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution conducts continuous internal evaluation and based upon the scores of the sessional examinations, the advanced and slow learners are identified. The slow learners are given extra attention via remedial classes and personal discussion with their respective mentors. The advanced learners engage with their mentors in engaging discussions after class hours.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2743	66

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institution has practiced teaching practices which enrich the learning experiences of the students since its inception. It has been well understood by the faculty that mere lectures do not enrich the learning experiences. Wherever possible the faculties inculcate practicum, brainstorming sessions and group discussions. Case studies are discussed related to the syllabus, some cases are presented as problems and students are asked to

come up with solutions, build a consensus for tackling the problem. All the practices undertaken by the faculties ensures environment for holistic learning experience of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The institution uses substantial ICT resources at its disposal while imparting lessons. Overhead projectors are used for PPT presentations and audio-visual presentations to aide the lectures. The computer laboratory is used for practicum on lessons involving use of the computers for courses from different streams.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.bhcollege.ac.in/viewalbum.php?id=6

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

2.3.3.1 - Number of mentors

65

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

37

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

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

930

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment is carried out by each and every department at a continuous interval during the semester in conjunction with the Examination Board. The assessment marks allotted by the departments are duly submitted to the Examination Board and the same are uploaded to the University portal as and when needed. The internal assessments are consistent with the rules and regulations of the affiliating university. The internal assessments consist of sessional examinations and assignments, group discussions with weightage on attendance as well. Hence ensuring transparency and fore knowledge of the mode for the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The internal examination related grievances are handled by the Examination Board in conjunction with the heads of the relevant department. If a student has any grievances related to the internal examination the student has to get in touch with the examination board, if the examination board cannot resolve the matter at their end, the student are directed to contact the concerned head of the department for resolution of the grievance. For example, if the student failed to appear for the sessional examination due to unavoidable circumstances, then the examination board or the head of the department may let the student attempt for the same on their own volition within a reasonable time i.e. before the upload of the internal assessment marks to the university portal.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The various departments of the institution has prepared the Programme and course outcomes as per the guidelines of the UGC via the LOCF. Since the CBCS programmes have been implemented in the year 2019, the preparation of LOCF is still not complete and the IQAC is awaiting complete LOCF from various departments. Upon receipt of the same, it shall be notified to the students through the institution website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

As mentioned above, the preparation of the programme outcomes and course outcomes are still yet to be completed, the attainment of the same has not been audited and shall be assessed in the next session through academic audit.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

581

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.bhcollege.ac.in/upload/igacnotification/1657954982.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

0

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

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

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

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

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

13

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

While the institution is always keen on addressing issues pertaining to the societal taboos and stereotypes, the academic session of 2020-21 was mired with Covid-19 pandemic. The harsh reality is that since the institution is situated in a rural area, most of its students and community nearby do not possess means for reaching them on online platforms. Hence, the institution was not able to carry out any extension activities for the session barring a couple of programs. A Plantation program in nearby areas was organised on the eve of Independence Day, 2020. A total of 50 cadets took part in it. An awareness program on Women's Empowerment was organised on 08/03/2021 on the occasion of International Women's Day, where a total 103 participants were present.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

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

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

50

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

0

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

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

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has a total of 48 classrooms with a few classrooms equipped with smartboards and other ICT facilities. These classrooms are adequately lit with natural and artificial lights, equipped with fans to provide a comfortable learning space. The larger classrooms are equipped with mic and speakers. There a total of 15 laboratories to impart practical knowledge.

These laboratories have necessary consumables and non-consumables which are essential.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The institution has three playgrounds where students can take part in outdoor sports such as cricket, football, volleyball etc. The auditorium has a seating capacity of 750 which caters to any large gathering for extra-curricular and cultural activities. There is an indoor stadium which can host two batminton games simultaneously and serves as a gymnasium as well when indoor games are not being played.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

08

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

17223268

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The institution library is partially automated. The College has a well-equipped digitalized library with a good reading room facility. The college library has been using ILMS software-SOUL2.0 since 2015. The second version of SOUL is state-of-the-art integrated library management software designed and developed by the inflibnet center based on requirements of college, university and other academic libraries. It is a user-friendly software developed to work under client-server environment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

95

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institutio has adequate IT facilities and the same are checked on a regular interval with regards to their status. Any IT facilities or Wi-Fi routers which are not in a functional state are either repaired or replaced, depending upon the cost. All the students and faculties are advised to notify the Head of

the institution in case of any non-functional IT facility are noticed by them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

2705000

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There exists appropriate mechanism for the maintenance and utilization of physical, academic and support facilities like laboratories, library, sports complex, computers, classrooms etc. There are employees in the college who are given specific assignments for the upkeep of the laboratories. Each year, the necessary ingredients and materials for the laboratories are procured by the concerned departments. Students are informed of the laboratory facilities through notifications and classroom interactions.

The Library Management Committee, which includes student members as well, oversees the maintenance and utilization of library facilities. Students are informed of the facilities through the library orientation classes and relevant bill boards kept in the library. The books are purchased by the concerned departments and then deposited in the central library.

The Sports Cell of the college along with the Physical Instructor of college maintains and utilizes the sports facilities. There is budgetary provision for the purchase of sports goods from time to time. Similarly there are assigned employees in the college for the physical upkeep and maintenance of the classrooms and computers. Students are informed of these facilities through notices, notice boards and other notifications issued from time to time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

792

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

792

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and

E. none of the above

hygiene) ICT/computing skills

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

68

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

B.H. College Students' Council is formed every year through the direct election system. The Lyngdoh Committee recommendations are followed while conducting the election of Students' Council. Various initiatives are taken throughout the year to conduct numerous programs by the council. The Annual Fresher's Social, Lecture programs, Debate and Quiz competitions, Literary competitions and functions, Musical functions, Sports Tournament etc are organised under the initiative of the council. And in conjunction with the aforementioned council organised Health Check-up camps, Green awareness, and Felicitations of

Distinguished students.

There is representation of students in various academic/administrative bodies of the college. The IQAC has two student members; the Library Management Committee has four (04) student members. The President and General Secy. of the B.H. College Students' Council are usually given representation in the Disaster Management Cell, Gender Sensitisation Committee against Sexual Harassment, Grievance Redressal Cell, Anti-Ragging Committee, Canteen Management Committee, the Editorial Board of the B.H. College Magazine and College Election Committee.

Whenever the meetings of these cells and committee are held, the student members are invited; they are encouraged to express their views and opinions without favour or fear. It has been observed that the student's often share valuable suggestions on crucial matters and their views are given due to recognition and weight age. The college follows this practice.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

01

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

5.4 - Alumni Engagement

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

The Alumni Association has applied for registration. Despite not being registered, the association has lent their hands on various activities of the institution. They regularly provide monetary donation, material donation and organise various programmes and camps such as blood donation camp, awareness camps etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs
(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution fosters unity and integrity by providing holistic higher education to various sections of the society and has been catering to the minorities as well as scheduled and backward classes of the locality. The institution is a multi-disciplinary college which provides education to various both rural and urban populace, with special focus on students from rural areas. As such the college has implemented an admission quota for students from fringe villages. Since its inception in the year 1966, the institution has strived for upliftment of the society and its testaments are the numerous alumnis who are engaged from the grass root level to the highest echelon of the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Institution's organisational structure adheres to the Assam Provincialisation Act and regulations of UGC. Although some decisions cannot be delegated to lower level of hierarchy due to necessary obligations, the institution follows high form of decentralisation on all possible aspects of administrative and academic decision making. There is healthy distinction between the authority and responsibility of the Governing Body and Head of the institution. The authority bestowed upon the Head of the institution is delegated to lower hierarchy wherever possible. To highlight just two practices of decentralisation and participative management would make the collective effort of stakeholders go amiss.

In administrative functions, cells/committees such as IQAC, Planning Board, Grievance Redressal Cell to name a few exercised a great level of flexibility in functioning. The Co-ordinator and members of such cell took initiative and addressed their duties/ responsibilities without the command of the Head of the institution albeit always seek consent upon the completion of the work in order to not desecrate the sanctity of chain of command.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plans are effectively deployed through various cells and committees of the institution. Despite the pandemic, these committees coordinated with the IQAC to put the plans into motion. The main focus this academic session has been the

conduct of classes. The classes were conducted using by the faculties using various applications such as google meet, google classroom and zoom. Students' with poor internet connectivity were provided with a recording of the online classes through google drive and whatsapp for downloading at their own convenience. Furthermore, the conduct of examinations, as instructed by the affiliating university was done in blended mode. The examination cell was instrumental in coordinating these exams.

The institution has the aspiration to be fully ICT enabled. To acheive this 02 (two) more classsrooms were equipped with smartboards.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Every institutional cells and committees are mandated to maintain registers for recording their activities. The respective cells are required to inform the IQAC and the pricnicpal's office about their plans, their implementation and outcomes. While most of the day to day policies are handled by the Principal, Heads of the Department and Convenors of cells/committees, some of the policies (such as budget allocation, infrastructure augmentation, appointments of Teaching/Non-Teaching staff etc.) are planned by the Governing Body. All the meetings regarding planning and implementation of the policies at any level of the institutional bodies and their respective outcomes are uploaded in the college website.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.bhcollege.ac.in/committee.php
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The welfare measures for the teaching and non-teaching staff are adequate and effective. There is a day care cum creche for female teaching and non-teaching staffs which also serves as a female only resting space too. The teaching and non-teaching staff were provided with covid vaccination with the help of the state government. Free medical checkups are organised from time to time, which isn't just limited to students but the teaching and non-teaching staffs are also extended the benefit of the same. The earned leaves in addition to other admissible leaves are granted according to the needs of the teaching and non-teaching staffs without hampering the day-to-day work of the institution. There are basic amenities available to both teaching and non-teaching staff such as sports and gym facilities, drinking water, adequate parking space and an environment friendly space.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

0

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

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

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

11

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

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

The performance of the Teaching and the Non-Teaching staff are assessed via feedbacks from the students and their respective peers in addition to the conventional methods such as class

audits, work audits, attendance etc. The report thereof is compiled and maintained Annual Confidential Report (ACR) as mandated by the state government. If the performance of any teaching or non-teaching staff is below par, it is discussed with the concerned, confidentially to underpin the causes for the sub-par performance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The internal audit is conducted yearly by the Institutions audit committee which consists of various stake holders as well as the faculties with expertise in accounting practices. The books of accounts, vouchers for transactions, grant orders and completion reports are all collected and verified. The collected materials are scrutinised to check whether the regulations and accounting principles were followed while maintaining the books of accounts. The balances of cash books are verified with the bank statements and the physical cash in hand available at the end of the year. After the proper verification and scrutiny of the materials, a report is thereby prepared highlighting any discrepancies if found and with suggestions on its rectification.

The external audit is conducted by the Department of Audit (Local Fund), Govt. of Assam. The periodicity of such an audit is however at the discretion of the aforementioned department. Hence the last audit was conducted in the financial year 2017-18; as such no external audit was done in the year 2020-21.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

The funds are mobilised through various sources such as:

1. Grant under section 12 B of UGC
2. Grants under RUSA
3. Grants from the State Government
4. Students' Fees
5. Centre Fees for conducting various exams
6. Projects funded by Research Agencies such as AICTE, UGC, ICSSR, ICSR etc.
7. Donations from Alumni and Philanthropists

Funds received from State government are spent on payment of salary of teaching and non-teaching staff of the College and other activities. Budget is prepared keeping in mind developmental criteria of the College; accordingly provisions are made in the budget, which is prepared by a team of experts and then approved by Budget Committee, Planning Board in conjunction with Governing Body before the fund is sanctioned. It is then deployed on different Heads of Expenditures in

accordance with approval. The College utilizes its funds in a transparent manner. Grants received from UGC are earmarked for various activities including academic development and infrastructure growth. Concerned departments/offices of the College usually take care of utilization of UGC grants which are spent on different plan periods under fixed schedule, target and time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

IQAC, ever since its inception has been continuously working for quality assurance in administrative and academic work. For the session 2020-2021, the IQAC coordinated online classes with the HoDs and faculties for uninterrupted classes amidst the pandemic and when the lockdown was relaxed, accommodated the transition to dual mode of online and offline classes while following the govt. mandated SOPs. While the number of seminars and workshops were limited due to pandemic constraints, IQAC and other cells, departments tried their best to organise workshops related to issue at hand. Two workshops relating to online classes were successfully conducted, equipping the faculties with the technical knowhow and helping them exploit available digital resources. The dual mode of examination were mandated by the affiliating university for this session. IQAC and Examination Board of the institution successfully conducted internal evaluations and final examinations without any hindrances. Since the institution served as a quarantine centre during the pandemic, the IQAC alongwith the administration of the institution ensured that all the classrooms and workspace were properly sanitized for smooth reopening of the institution for a safe working/studying environment for faculties, students and other staff. Online admissions without any physical contact were carried out to accommodate the admission seekers and it was a successful endeavor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Academic Committee along with IQAC prepares the academic calendar after consulting the academic calendar prepared by the affiliating university which serves as a timeline for the academic milestones to be achieved for the current session. HoDs and faculties conduct their independent reviews about syllabus coverage. IQAC convenes periodical meetings regarding their academic reviews. While the institution has limited number of ICT enabled classrooms, the IQAC has made sure that all different course being taught are allotted those classrooms. All the teachers are urged and encouraged to inculcate these tools to as much as extent as possible. Students' feedback are taken every year and the feedback reports serves to remedy any shortcomings which are brought to the attention of the IQAC. IQAC in conjunction with the Examination Board ensures continuous internal evaluation through sessional exams, practicals, presentations and group discussions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.bhcollege.ac.in/upload/igacnotification/1657955049.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The gender equity is practiced by the institution not just in theory but in practice as well. The institution believes in gender equity through women empowerment. Hence, like in the years preceding to 2020-21, the institution has assigned works under different cells based upon the merits of the staff rather than gender. Several committees and cells were spearheaded by women in the 2020-21 session.

To promote gender equity, it is essential for the female staff and students to have a safe environment to thrive and augment their abilities. The institution has two Girls Hostel which has high walls and security guards, a Girls' Common Room in the college building, a Day Care Center for the faculties.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.bhcollege.ac.in/viewalbum.php?id=9

7.1.2 - The Institution has facilities for C. Any 2 of the above

alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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

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

Solid wastes are collected in the dustbins which are provided in the college and the sweepers then take the collected waste to the local dumping sites. While the college doesn't have any water treatment facility, the liquid wastes from washing hands etc are collected in the pond through the drainage system. The institution has no Biomedical wastes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.bhcollege.ac.in/viewalbum.php?id=2
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

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

E. None of the above

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

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

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

D. Any 1 of the above

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

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

The institution has promoted inclusiveness and aimed towards a diversified environment. The institutional efforts are:

- 1. Free admission to economically weaker sections.**
- 2. Large number of religious minority students.**
- 3. Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments.**
- 4. Promotion of different cultures in freshers and farewells.**
- 5. Magazines by Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The institution takes orienting the students and employees regarding constitutional obligations very keenly and has actively conducted programs and celebrated commemorative days in this regard. However due to pandemic in the session 2020-21, no such programs were organised. Although republic day and independence day were celebrated within the constraints.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution follows the practice of observing various commemorative days, events and festivals of national and international importance. During the year the institution successfully observed and celebrated Republic Day with a commemorative speech on the constitution and our duties as citizens. For the celebration of Saraswati Puja, a designated pandaal (Temporary Shed) was adorned with the Idol of Saraswati and priest performed the rituals. Students offered their prayers. National Science Day was observed in the college premises organized by the Science Forum with a speech on combating Covid-19 infections by the various teachers of the science faculty. World Environment Day, amidst Covid restrictions, was observed by the faculty of the institution by plantation of saplings to commemorate the day. On the eve of Independence Day, amidst Covid restrictions, a commemorative speech on the Independence Struggle was given by the Principal.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC

format provided in the Manual.

Describe at least two institutional best practices:

1. Publication of wall magazine by all departments and competition among the wall magazines brought out by the departments from the science forum.
2. Emphasis on the improvement of cultural sides of the students through training and coaching.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institutions aim is to provide quality education to all with an emphasis on providing for the economically weaker sections, religious minorities and have a diverse linguistic and cultural environment. Despite being in rural area, the institution has tried its utmost to be dynamic by inculcation of ICT facilities, provide multi-disciplinary courses upto PG level and has a very talented & experienced team of faculties. The committment to promotion of cultural, lingusitic, realigious diversity is evident with the enrollments in courses, wall magazines brought out by different departments, increasing number of students in department such as Hindi, Sanskrit, Arabic, Assamese, Bengali and Bodo. This is a testament to the institutions' committment.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

All the class routines are prepared adhering to the existing regulations as well as ample time is given to students for their co-curricular and extra co-curricular activities. The class distribution among the faculties are undertaken after considering their area of specialisation as well as experience in that specific subject in order to impart impeccable wisdom for students' learning.

All the faculties focus their efforts while imparting knowledge, on learning skills and invoke curiosity in order to enable creativity among students. This is achieved through proper development of lesson plans and revision of the same from time to time. Lesson plans are implemented through proper use of Teaching/learning material (TLM).

Every department has been issued a laptop for developing power point presentations as part of lesson plans which enable teachers to use captivating slides warranting attention of students as well as to effectively and efficiently use the class hours. In conjunction with aforementioned tools are maintained as well such as students' register for each class in order to gauge the attendance and their desire to attend classes. Teachers' activities register the number of classes taken and coverage of the syllabus at a certain point of time.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The Academic Calendar is prepared according to the academic calendar published by the affiliating University (Gauhati

University) before the commencement of every academic session. All the working days, holidays, designated yearly programmes and tentative schedule for the Continuous Internal Evaluation (CIE) are mentioned distinctively in the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

7

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

There are various courses in UG programmes which covers

relevant issues regarding Professional Ethics, Gender, Human Values, Environment and Sustainability. Although these are not integrated by the institution on their own accord but has been inculcated in the courses by the affiliating university. Such as AECC-2 paper (Environmental studies) of B.A./B.Sc./B.Com. Kindly refer to the affiliating university (Gauhati University) website for detailed individual course details covering the aforementioned issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

5

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

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

1013

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1060	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
480	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The institution conducts continuous internal evaluation and based upon the scores of the sessional examinations, the advanced and slow learners are identified. The slow learners are given extra attention via remedial classes and personal discussion with their respective mentors. The advanced learners engage with their mentors in engaging discussions after class hours.</p>	
File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded
2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)	

Number of Students	Number of Teachers
2743	66

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institution has practiced teaching practices which enrich the learning experiences of the students since its inception. It has been well understood by the faculty that mere lectures do not enrich the learning experiences. Wherever possible the faculties inculcate practicum, brainstorming sessions and group discussions. Case studies are discussed related to the syllabus, some cases are presented as problems and students are asked to come up with solutions, build a consensus for tackling the problem. All the practices undertaken by the faculties ensures environment for holistic learning experience of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The institution uses substantial ICT resources at its disposal while imparting lessons. Overhead projectors are used for PPT presentations and audio-visual presentations to aide the lectures. The computer laboratory is used for practicum on lessons involving use of the computers for courses from different streams.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.bhcollege.ac.in/viewalbum.php?id=6

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

2.3.3.1 - Number of mentors

65

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

37

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

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

2.4.3.1 - Total experience of full-time teachers

930

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment is carried out by each and every department at a continuous interval during the semester in conjunction with the Examination Board. The assessment marks allotted by the departments are duly submitted to the Examination Board and the same are uploaded to the University portal as and when needed. The internal assessments are consistent with the rules and regulations of the affiliating university. The internal assessments consist of sessional examinations and assignments, group discussions with weightage on attendance as well. Hence ensuring transparency and fore knowledge of the mode for the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The internal examination related grievances are handled by the Examination Board in conjunction with the heads of the relevant department. If a student has any grievances related to the internal examination the student has to get in touch with the examination board, if the examination board cannot resolve the matter at their end, the student are directed to contact the concerned head of the department for resolution of the grievance. For example, if the student failed to appear for the sessional examination due to unavoidable circumstances, then the examination board or the head of the department may let the student attempt for the same on their own volition within a reasonable time i.e. before the upload of the internal assessment marks to the university portal.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The various departments of the institution has prepared the Programme and course outcomes as per the guidelines of the UGC via the LOCF. Since the CBCS programmes have been implemented in the year 2019, the preparation of LOCF is still not complete and the IQAC is awaiting complete LOCF from various departments. Upon receipt of the same, it shall be notified to the students through the institution website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

As mentioned above, the preparation of the programme outcomes and course outcomes are still yet to be completed, the attainment of the same has not been audited and shall be assessed in the next session through academic audit.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

581

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

as a weblink)

<https://www.bhcollege.ac.in/upload/igacnotification/1657954982.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

0

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

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

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

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

13

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

While the institution is always keen on addressing issues pertaining to the societal taboos and stereotypes, the academic session of 2020-21 was mired with Covid-19 pandemic. The harsh reality is that since the institution is situated in a rural area, most of its students and community nearby do not possess means for reaching them on online platforms. Hence, the institution was not able to carry out any extension activities for the session barring a couple of programs. A Plantation program in nearby areas was organised on the eve of Independence Day, 2020. A total of 50 cadets took part in it. An awareness program on Women's Empowerment was organised on 08/03/2021 on the occasion of International Women's Day, where a total 103 participants were present.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red

Cross/ YRC etc., during the year

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

50

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

0

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

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

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has a total of 48 classrooms with a few classrooms equipped with smartboards and other ICT facilities. These classrooms are adequately lit with natural and artificial lights, equipped with fans to provide a comfortable learning space. The larger classrooms are equipped with mic and speakers. There a total of 15 laboratories to impart practical knowledge. These laboratories have necessary consumables and non-consumables which are essential.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The institution has three playgrounds where students can take part in outdoor sports such as cricket, football, volleyball etc. The auditorium has a seating capacity of 750 which caters to any large gathering for extra-curricular and cultural activities. There is an indoor stadium which can host two batminton games simultaneously and serves as a gymnasium as well when indoor games are not being played.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

08

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

17223268

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The institution library is partially automated. The College has a well-equipped digitalized library with a good reading room facility. The college library has been using ILMS software-SOUL2.0 since 2015. The second version of SOUL is state-of-the-art integrated library management software designed and developed by the inflibnet center based on requirements of college, university and other academic libraries. It is a user-friendly software developed to work under client- server environment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

95

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institutio has adequate IT facilities and the same are checked on a regular interval with regards to their status. Any IT facilities or Wi-Fi routers which are not in a

functional state are either repaired or replaced, depending upon the cost. All the students and faculties are advised to notify the Head of the institution in case of any non-functional IT facility are noticed by them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

2705000

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There exists appropriate mechanism for the maintenance and utilization of physical, academic and support facilities like laboratories, library, sports complex, computers, classrooms etc. There are employees in the college who are given specific assignments for the upkeep of the laboratories. Each year, the necessary ingredients and materials for the laboratories are procured by the concerned departments. Students are informed of the laboratory facilities through notifications and classroom interactions.

The Library Management Committee, which includes student members as well, oversees the maintenance and utilization of library facilities. Students are informed of the facilities through the library orientation classes and relevant bill boards kept in the library. The books are purchased by the concerned departments and then deposited in the central library.

The Sports Cell of the college along with the Physical Instructor of college maintains and utilizes the sports facilities. There is budgetary provision for the purchase of sports goods from time to time. Similarly there are assigned employees in the college for the physical upkeep and maintenance of the classrooms and computers. Students are informed of these facilities through notices, notice boards and other notifications issued from time to time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

792

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

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

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

792

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	E. none of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	
0	
File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
68	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level	

examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

0

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

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

B.H. College Students' Council is formed every year through the direct election system. The Lyngdoh Committee recommendations are followed while conducting the election of Students' Council. Various initiatives are taken throughout the year to conduct numerous programs by the council. The Annual Fresher's Social, Lecture programs, Debate and Quiz competitions, Literary competitions and functions, Musical functions, Sports Tournament etc are organised under the initiative of the council. And in conjunction with the

aforementioned council organised Health Check-up camps, Green awareness, and Felicitation of Distinguished students.

There is representation of students in various academic/administrative bodies of the college. The IQAC has two student members; the Library Management Committee has four (04) student members. The President and General Secy. of the B.H. College Students' Council are usually given representation in the Disaster Management Cell, Gender Sensitisation Committee against Sexual Harassment, Grievance Redressal Cell, Anti-Ragging Committee, Canteen Management Committee, the Editorial Board of the B.H. College Magazine and College Election Committee.

Whenever the meetings of these cells and committee are held, the student members are invited; they are encouraged to express their views and opinions without favour or fear. It has been observed that the student's often share valuable suggestions on crucial matters and their views are given due to recognition and weight age. The college follows this practice.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

01

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

5.4 - Alumni Engagement

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

The Alumni Association has applied for registration. Despite not being registered, the association has lent their hands on various activities of the institution. They regularly provide monetary donation, material donation and organise various programmes and camps such as blood donation camp, awareness camps etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution fosters unity and integrity by providing

holisitc higher education to various sections of the society and has been catering to the minorities as well as shceduled and backward classes of the locality. The insitution is a multi-disciplinary college which provides education to various both rural and urban populace, with special focus on students from rural areas. As such the college has implemented an admission quota for students from fringe villages. Since its inception in the year 1966, the institution has strived for upliftment of the society and its testaments are the numerous alumnis who are engaged from the grass root level to the highest echelon of the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Institution's organisational structure adheres to the Assam Provincialisation Act and regulations of UGC. Although some decisions cannot be delegated to lower level of hierarchy due to necessary obligations, the institution follows high form of decentralisation on all possible aspects of administrative and academic decision making. There is healthy distinction between the authority and responsibility of the Governing Body and Head of the institution. The authority bestowed upon the Head of the institution is delegated to lower hierarchy wherever possible. To highlight just two practices of decentralisation and participative management would make the collective effort of stakeholders go amiss.

In administrative functions, cells/committees such as IQAC, Planning Board, Grievance Redressal Cell to name a few exercised a great level of flexibility in functioning. The Co-ordinator and members of such cell took initiative and addressed their duties/ responsibilities without the command of the Head of the institution albeit always seek consent upon the completion of the work in order to not desecrate the sanctity of chain of command.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plans are effectively deployed through various cells and committees of the institution. Despite the pandemic, these committees coordinated with the IQAC to put the plans into motion. The main focus this academic session has been the conduct of classes. The classes were conducted using by the faculties using various applications such as google meet, google classroom and zoom. Students' with poor internet connectivity were provided with a recording of the online classes through google drive and whatsapp for downloading at their own convenience. Furthermore, the conduct of examinations, as instructed by the affiliating university was done in blended mode. The examination cell was instrumental in coordinating these exams.

The institution has the aspiration to be fully ICT enabled. To achieve this 02 (two) more classrooms were equipped with smartboards.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Every institutional cells and committees are mandated to maintain registers for recording their activities. The respective cells are required to inform the IQAC and the principal's office about their plans, their implementation

and outcomes. While most of the day to day policies are handled by the Principal, Heads of the Department and Convenors of cells/committees, some of the policies (such as budget allocation, infrastructure augmentation, appointments of Teaching/Non-Teaching staff etc.) are planned by the Governing Body. All the meetings regarding planning and implementation of the policies at any level of the institutional bodies and their respective outcomes are uploaded in the college website.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.bhcollege.ac.in/committee.php
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The welfare measures for the teaching and non-teaching staff are adequate and effective. There is a day care cum creche for female teaching and non-teaching staffs which also serves as a female only resting space too. The teaching and non-

teaching staff were provided with covid vaccination with the help of the state government. Free medical checkups are organised from time to time, which isn't just limited to students but the teaching and non-teaching staffs are also extended the benefit of the same. The earned leaves in addition to other admissible leaves are granted according to the needs of the teaching and non-teaching staffs without hampering the day-to-day work of the institution. There are basic amenities available to both teaching and non-teaching staff such as sports and gym facilities, drinking water, adequate parking space and an environment friendly space.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

0

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

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

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

11

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

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

The performance of the Teaching and the Non-Teaching staff are assessed via feedbacks from the students and their respective peers in addition to the conventional methods such

as class audits, work audits, attendance etc. The report thereof is compiled and maintained Annual Confidential Report (ACR) as mandated by the state government. If the performance of any teaching or non-teaching staff is below par, it is discussed with the concerned, confidentially to underpin the causes for the sub-par performance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The internal audit is conducted yearly by the Institutions audit committee which consists of various stake holders as well as the faculties with expertise in accounting practices. The books of accounts, vouchers for transactions, grant orders and completion reports are all collected and verified. The collected materials are scrutinised to check whether the regulations and accounting principles were followed while maintaining the books of accounts. The balances of cash books are verified with the bank statements and the physical cash in hand available at the end of the year. After the proper verification and scrutiny of the materials, a report is thereby prepared highlighting any discrepancies if found and with suggestions on its rectification.

The external audit is conducted by the Department of Audit (Local Fund), Govt. of Assam. The periodicity of such an audit is however at the discretion of the aforementioned department. Hence the last audit was conducted in the financial year 2017-18; as such no external audit was done in the year 2020-21.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

The funds are mobilised through various sources such as:

1. Grant under section 12 B of UGC
2. Grants under RUSA
3. Grants from the State Government
4. Students' Fees
5. Centre Fees for conducting various exams
6. Projects funded by Research Agencies such as AICTE, UGC, ICSSR, ICSR etc.
7. Donations from Alumni and Philanthropists

Funds received from State government are spent on payment of salary of teaching and non-teaching staff of the College and other activities. Budget is prepared keeping in mind developmental criteria of the College; accordingly provisions are made in the budget, which is prepared by a team of experts and then approved by Budget Committee, Planning Board in conjunction with Governing Body before the fund is

sanctioned. It is then deployed on different Heads of Expenditures in accordance with approval. The College utilizes its funds in a transparent manner. Grants received from UGC are earmarked for various activities including academic development and infrastructure growth. Concerned departments/offices of the College usually take care of utilization of UGC grants which are spent on different plan periods under fixed schedule, target and time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

IQAC, ever since its inception has been continuously working for quality assurance in administrative and academic work. For the session 2020-2021, the IQAC coordinated online classes with the HoDs and faculties for uninterrupted classes amidst the pandemic and when the lockdown was relaxed, accommodated the transition to dual mode of online and offline classes while following the govt. mandated SOPs. While the number of seminars and workshops were limited due to pandemic constraints, IQAC and other cells, departments tried their best to organise workshops related to issue at hand. Two workshops relating to online classes were successfully conducted, equipping the faculties with the technical knowhow and helping them exploit available digital resources. The dual mode of examination were mandated by the affiliating university for this session. IQAC and Examination Board of the institution successfully conducted internal evaluations and final examinations without any hindrances. Since the institution served as a quarantine centre during the pandemic, the IQAC alongwith the administration of the institution ensured that all the classrooms and workspace were properly sanitized for smooth reopening of the institution for a safe working/studying environment for faculties, students and other staff. Online admissions without any physical contact were carried out to accommodate the admission seekers and it was a successful endeavor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Academic Committee along with IQAC prepares the academic calendar after consulting the academic calendar prepared by the affiliating university which serves as a timeline for the academic milestones to be achieved for the current session. HoDs and faculties conduct their independent reviews about syllabus coverage. IQAC convenes periodical meetings regarding their academic reviews. While the institution has limited number of ICT enabled classrooms, the IQAC has made sure that all different course being taught are allotted those classrooms. All the teachers are urged and encouraged to inculcate these tools to as much as extent as possible. Students' feedback are taken every year and the feedback reports serves to remedy any shortcomings which are brought to the attention of the IQAC. IQAC in conjunction with the Examination Board ensures continuous internal evaluation through sessional exams, practicals, presentations and group discussions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.bhcollege.ac.in/upload/igac_notification/1657955049.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The gender equity is practiced by the institution not just in theory but in practice as well. The institution believes in gender equity through women empowerment. Hence, like in the years preceding to 2020-21, the institution has assigned works under different cells based upon the merits of the staff rather than gender. Several committees and cells were spearheaded by women in the 2020-21 session.

To promote gender equity, it is essential for the female staff and students to have a safe environment to thrive and augment their abilities. The institution has two Girls Hostel which has high walls and security guards, a Girls' Common Room in the college building, a Day Care Center for the faculties.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.bhcollege.ac.in/viewalbum.php?id=9

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

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

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

Solid wastes are collected in the dustbins which are provided in the college and the sweepers then take the collected waste to the local dumping sites. While the college doesn't have any water treatment facility, the liquid wastes from washing hands etc are collected in the pond through the drainage system. The institution has no Biomedical wastes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.bhcollege.ac.in/viewalbum.php?id=2
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

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

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

The institution has promoted inclusiveness and aimed towards a diversified environment. The institutional efforts are:

1. Free admission to economically weaker sections.
2. Large number of religious minority students.
3. Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments.
4. Promotion of different cultures in freshers and farewells.
5. Magazines by Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The institution takes orienting the students and employees

regarding constitutional obligations very keenly and has actively conducted programs and celebrated commemorative days in this regard. However due to pandemic in the session 2020-21, no such programs were organised. Although republic day and independence day were celebrated within the constraints.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution follows the practice of observing various commemorative days, events and festivals of national and international importance. During the year the institution successfully observed and celebrated Republic Day with a commemorative speech on the constitution and our duties as citizens. For the celebration of Saraswati Puja, a designated pandaal (Temporary Shed) was adorned with the Idol of Saraswati and priest performed the rituals. Students offered their prayers. National Science Day was observed in the college premises organized by the Science Forum with a speech on combating Covid-19 infections by the various teachers of the science faculty. World Environment Day, amidst Covid restrictions, was observed by the faculty of the institution by plantation of saplings to commemorate the day. On the eve of Independence Day, amidst Covid restrictions, a commemorative speech on the Independence Struggle was given by the Principal.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Describe at least two institutional best practices:

1. Publication of wall magazine by all departments and competition among the wall magazines brought out by the departments from the science forum.
2. Emphasis on the improvement of cultural sides of the students through training and coaching.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institutions aim is to provide quality education to all with an emphasis on providing for the economically weaker sections, religious minorities and have a diverse linguistic and cultural environment. Despite being in rural area, the institution has tried its utmost to be dynamic by inculcation of ICT facilities, provide multi-disciplinary courses upto PG level and has a very talented & experienced team of faculties. The committment to promotion of cultural, lingusitic, realigious diversity is evident with the enrollments in courses, wall magazines brought out by different departments, increasing number of students in department such as Hindi, Sanskrit, Arabic, Assamese, Bengali and Bodo. This is a testament to the institutions' committment.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

In keeping with the practices of the previous years, the institution adopts a plan of action for academic session 2020-2021:

1. To meet the ever-growing need for infrastructure the institution will construct new classrooms, renovate existing infrastrucure and improve facilities in classrooms and Hostels for the benefit of students by utilising the funds received from the various agencies.

2. The institution will make effort to generate more

resources internally.

3. The college shall organise more seminars, workshops, webinars etc for the benefit of teachers and students.

4. the college shall increase sports facilities in the indoor stadium and will organise one or two state level tournaments.

5. The College shall organise a free health check-up camp for the teachers, students and people from the neighbouring villages.

NAAC