YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Barama College
• Name of the Head of the institution	Dr. Tiken Chandra Das
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03624282437
• Mobile No:	9435701802
• Registered e-mail	baramacollege1971@gmail.com
• Alternate e-mail	principal@baramacollege.ac.in
• Address	Barama, P.O. Barama, District-Baksa, BTAD, Assam
• City/Town	Barama
• State/UT	Assam
• Pin Code	781346
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Bodoland University, Gauhati University**
• Name of the IQAC Coordinator	**Abul Faiz**
• Phone No.	**03624282437**
• Alternate phone No.	**03624282437**
• Mobile	**8135999695**
• IQAC e-mail address	**iqacbaramacollege@gmail.com**
• Alternate e-mail address	**itzfaizhere@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://baramacollege.ac.in/wp-content/uploads/2021/10/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:	https://baramacollege.ac.in/wp-content/uploads/2022/03/Academic-Calendar-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**78.65%**	**2005**	**28/02/2005**	**28/02/2010**
Cycle 2	**B+**	**2.59**	**2016**	**05/11/2016**	**05/11/2021**

6.Date of Establishment of IQAC	**10/12/2003**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**NA**	**NA**	**NA**	**Nil**

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	06	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

*Achievement of District Green Champion Certificate as a result of green campaign for best practices in swachhta from MGNCRE for the academic year 2020-21.

*National seminar in collaboration with Bodoland University on "Ethnobotany and Resource Management of the Bodos".

*Adoption of village Alagjhar East along with the Lower Primary school "Alagjhar Gudi Phoraisali in association with NSS unit of our college.

*External Academic Audit.

*Virtual powered two days seminar on "The Effective Use of E-books and E-media for learning.

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
In view of repeating threat of COVID 19, IQAC planned to organize some online seminar	IQAC organized two days National Virtual powered seminar on "The Effective Use of Ebooks and Emedia for learning" on 11-12 June/2021. National Webinar on "Continuity and its perspective" in association with Department of Mathematics and ICT Academy on 2nd July/2021
IQAC planned to expand the extension activities with the help of NSS and NCC wings of the college.	Participated in Beat Covid Campaign initiative of Mahatma Gandhi National Council of Rural Education and received recognition award by The Principal, NSS programme officer and volunteers. Adopted one village along with the primary school of that village. Adopted 10 numbers of schools in the vicinity of the college.
IQAC planned to engage with some student related activities in cultural, literary and sports.	Our teacher Lt. Chittaranjan Mushahary along with NCC cadres took part in district level parade on account of 72nd Republic Day and awarded 1st rank With trophy and certificate. Many students awarded in different cultural and literary competitions.
In view of the demand of edible Mushrooms, planned to start a Mushroom Spawn Production and Cultivation and to start a certificate/value added program in the college.	Two day training programme on Mushroom Spawn Production and Cultivation were organized on 28-29 December/2021 where Resource Person Mr. Bahrul Islam, Retd. Chief Technical Officer, ICAR, Meghalaya was invited.
IQAC planned to organize some counseling programmes for the benefit of the students as well as for the teaching and non-	For the newly enrolled volunteers of NSS, an orientation programme was organized where the Regional

teaching staff.	Director of NSS, Sri Deepak Kumar; Director of Student's welfare and Programme Coordinator of NSS Cell, Gauhati University, Dr. Ranjan Kakati and ALRS of Barama revenue Circle Sri Mrinal Haloi was invited. A lecture programme on Science of Memory, Concentration & Human Value was organized and the Resource Person invited was renowned speaker Dr. E. V. Swaminathan on 06-10-21. A career counseling programme was organized in association with Teachers Unit along with observation of International Women's day.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC Core Committee	28/02/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	28/02/2022

Extended Profile

1.Programme

1.1   **536**

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

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

2.Student

2.1   **2108**

Number of students during the year

File Description	Documents
Data Template	[View File]

2.2   **1490**

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

File Description	Documents
Data Template	[View File]

2.3   **486**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1   **41**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]

3.2   **45**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**536**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	**2108**
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	**1490**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	**486**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**41**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**45**

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**47**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**28.29**
4.3 Total number of computers on campus for academic purposes	**80**

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

The effective CBCS curriculum delivery designed by Bodoland University consist of the following components:

Prospectus: A Prospectus disseminates all the information.

Admission Committee: Admission Committee decides the date of admission and the seat allotment on the basis of merit.

The Academic Calendar: An Academic Calendar is prepared by IQAC with the help of the Academic Committee and displayed in the College Prospectus and Website.

The Class Routine: Our College prepares a 'Daily Class Routine' which is communicated to all students by pasting it on notice boards.

Lesson Plans: A lesson plan about course contents and their

expected delivery time is prepared by the teachers at the beginning of each semester.

Classroom Interactions: Besides Chalk and Board method, some ICT enabled classes in google classroom, online quizzes, seminars, outreach programmes, projects etc. are also done..

Effectivity monitoring: It is observed through class tests, home assignments, group discussions and seminar presentations.

Feedback: Student, teachers, alumni and parents feedback on the curriculum, academic grievances, teaching-learning are collected and based on the feedback obtained, authority is requested to take actions.

Faculty Development Programmes: Faculty Development Programmes are conducted to build faculty skills in areas like use of ICT and LMS for effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

Academic calendar is prepared and adhered for conduct of Examination and other related matters. However, the College functions in accordance with the University following all regulations and guidelines provided. For this purpose an academic calendar mentioning holidays, teaching days, admission timeline, seminar/workshop slots, etc. in a semester is prepared at the beginning of the session and it is followed strictly except for unavoidable circumstances. The framework of this calendar has provisions for tentative schedules for internal and end semester examinations and study leaves provided to students for the same. According to the schedule of the university we give notice to the students about class time, internal assessment and internal assignments, registration, students' form fill up etc. Barama College is affiliated to Bodoland University and followed the academic calendar of this University from the session 2020-2021. Academic Calendar includes the tentative schedule of the following important matters:

● Admission ● Commencement of classes ● Month wise regular classes ● Seminars/Workshops ● Students' Union Election ● Academic Excursion/Survey/Field Works ● Annual Sports ● Cultural Activity ● Internal Assessment ● End Semester Examinations ● Holidays and Vacations. This Academic Calendar is provisional as the college has to follow University and Government guidelines.

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	View File

1.2 - Academic Flexibility

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

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

20

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

01

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

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

11

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

11

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

1.3 - Curriculum Enrichment

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

Cross cutting issues are integrated in the various curriculum as follows:

Professional Ethics: The college organizes career counseling workshop, inter college sports and cultural competition etc. to uplift the performances of the students. The code of conduct of the students is printed on the prospectus of the college.

Gender: The women cell organized several counseling and awareness programme in gender sensitivity. It has completed the gender audit also in every sphere of the college ascertaining a proportionate representation of women.

Human Values: Yoga is a curriculum topic for students of Philosophy Department and observes the International Yoga Day on June 21. With the help of NSS the college adopted two villages and ten schools. During the time of pandemic COVID 19 all the volunteers including faculty members jumped into the service of the victims as the college was a quarantine centre at that time and also distributed sanitisers and other essentials.

Environment and Sustainability: Environmental Studies is a compulsory curriculum component. Students also engage with environmental issues through the Eco Club. The College observes World Environment Day, conducts Field Visit, implemented Swachh Bharat Abhiyan and major part of the campus covering by forest promoting environmental awareness.

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

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

10

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

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

250

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

B. Any 3 of the above

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

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://baramacollege.ac.in/wp-content/uploads/2022/03/Students-Feedback_2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1500

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

413

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

On the basis of class interactions, tests and home assignments, slow and advanced learners are identified. For the need of such type of students besides the traditional teaching methods are assisted by some ICT enabled method.

Slow Learners: Remedial classes are organized as far as possible for the purpose of giving special coaching according to their needs. Additional reading material in the form of references and books in note like form is supplied to them for understanding and examination preparation. Those who need more than these are directly communicated through WhatsApp by the mentors for any kind of subject related help. Home assignments are given and evaluated on a regular basis.

Advanced Learners: Such students are encouraged to participate in inter college competitions. For different extra-curricular activities a faculty member is assigned as incharge teacher which help these advance learners to achieve their optimum goals. They engaged in group discussions and departmental seminars for achieving perfection in different fields. The College library provides the Inflibnet facility and other e-resources to help the advanced learners to broaden their knowledge. Project in which the brighter students, assisted by a faculty member of the respective discipline provides a scientific research methodology.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File]()

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

Number of Students	Number of Teachers
2108	41

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

The College makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. Some of the methods employed by the college in this process are:

Visits to adopted villages are organised by NSS to gain an understanding of the

geographical, socio-political and economic factors of the lives of the people living in these areas.

Several departments organize Field Visit to combine theoretical knowledge with practical and on field knowledge, through visits to Zoo, National Parks, biodiversity parks, heritage sites and Institutes of Advanced Learning.

Department of Economics provides students with projects aiming to give practical knowledge on Entrepreneurship and Finance related issues.

The Extension Education Cell helps students conduct some extra-curricular social outreach activities.

Use of ICT & E-resources by students is encouraged with the help of laboratory of BCA Department and College Library.

The college employs a participative approach through group discussions, debating competition, literary competitions, annual sports etc. to encourage greater participation and interactive learning.

Project work is assigned in all practical subjects to encourage teamwork and participative learning.

Annual Magazines and departmental wall magazines are published by various departments to develop creativity and other skills.

File Description	Documents
Upload any additional information	[View File](#)
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

Teaching-Learning process of the College is enriched by some ICT enabled technology. The college has an active website, www.baramacollege.ac.in through which all activities of the college is informed.

The College has a Wi-Fi enabled campus which helps the teachers and students to stay connected to the internet. The college has few ICT enabled Classrooms having Desktops, Laptops, Projectors which helps in the e-learning process.

The college has an Automated Library which enables the students to find the location of the books easily. The library provides accessibility to e-resources vide INFLIBNET to teachers.

The college has well equipped Computer Labs. The teachers take practical classes for courses like Mathematics, Computer Science, Economics, Physics etc. The curriculum of these courses has practical components which require the use of computer labs.

Teachers make and present PowerPoint presentations in the classrooms which is required for an effective and interactive curriculum delivery with the students.

FDPs are conducted to enable/familiarize the teachers with some online platforms. Besides using the e-books, YouTube Content, Google Classroom etc. are also used to further add quality to lecture delivery.

Teachers share reading materials, short notes, e-books over different media like Google Classroom, E-Mail, WhatsApp etc.

File Description	Documents
Upload any additional information	[View File]()
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

37

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

2.4 - Teacher Profile and Quality

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

41

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	[View File]()

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

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

14

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

810

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.

Barama College, being an affiliated college of Bodoland University, is bound by the University rules regarding Internal Assessment. It gives 25% weightage in overall assessment of the students. The Internal Assessment as prescribed by the University is based on Class Tests, Assignments, Projects and Field Visits and Attendance. The students are aware of the Internal Assessment and teachers always try to remind them about the importance of the assessment.

Academic assessment is made to monitor and help the students' progress after completion of the prescribed syllabi. The College allows each department to carry out internal evaluation of its students at regular intervals through a variety of methods such as sessional examinations, home assignments, group discussions, project works and field visits. The date and time of sessional examination are notified to the students through college website

and notice boards including a digital notice board. The parts of
the syllabus to be covered for the tests are declared in advance
and questions are prepared only on those parts that are completed
in the class. According to University guidelines the tests are
conducted and evaluations of the answer scripts are done by the
departmental teachers.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institution has a well-defined system in place to deal with
internal examination related grievances. The College hangs the
marks obtained by the students in notice board where each student
can view their assessment marks and can complain if any, within a
specified time after which the marks are finally uploaded on the
University portal.

The individual teachers try to solve the grievance of the
students, if it is beyond his capacity then the HOD with Principal
is consulted by the concerned teacher for an amicable settlement.
The evaluated papers are returned to students for a brief scrutiny
and then again taken back for record keeping. Often some
complaints of under-marking, students shown as absentees by
mistake in one or more papers and mistakes related to name of the
candidate or the subject opted for are received which are done at
University level. In such discrepancies the college examination
board takes up the matter and forwards it to the University
through the Principal of the college.

In addition to that the College has a Grievance Redressal Cell,
which maintains a Complaint Box.

File Description	Documents
Any additional information	View File
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 outcome based curriculum is intended to guide the students for securing their path towards higher studies or a terminal degree towards career choices.

Learning outcomes form an integral part of college vision, mission and objectives.

The learning objectives are communicated through various means such as college website, prospectus, Principal's address to students and parents, Alumni meets and dissemination in classroom by concerned staff. Students are made aware of the course specific outcomes through orientation programme, lectures and practicals. At present our college is running with 20 programmes and a number of courses. Each of the courses has its own specific course outcomes which are designed by the University of affiliation.

The principal holds meetings with faculty members from time to time to assess the progress. At the beginning of the new academic session "Freshers' Meet" as the orientation programme is held where the students are briefed about the vision and mission of the college.

Being an affiliated college under Bodoland University the college adheres to the rules and regulations of the university in executing the Undergraduate curriculum (both honours and regular) for their three year programmes of Arts and Science and Post graduate courses.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	[https://baramacollege.ac.in/wp-content/uploads/2022/03/2.6.1-Programme-outcome-Programme-specific-outcome-and-Course-outcome.pdf](#)
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

The faculties record the performance of each student on each

programme outcome. Students under university examination are evaluated for 80% of total marks by the examination controller of the University and institution for 20% marks as Internal Assessment.

Assessment of attainment:

1. End Semester University Examination: It is a direct evaluation process. External Assessment is also done by external examiner for the Practical examinations, appointed by the University who examines the students through Viva-Voce and practical experiments with the help of departmental internal examiner.

2. Internal Assessment: Sessional Examination in each semester and Home Assignments is given to the students which are mostly aligned with Programme Outcomes of the respective subject.

3. Feedback Evaluation: The Institution collects feedback from Students, Alumni, Employers and Parents which is an important method of measuring attainment.

4. Projects, Field Visits: Students are encouraged to take up projects, fieldwork etc. This helps them to obtain necessary skills and practical experience in their chosen discipline.

5. Higher Studies and Placements: The most important parameter to measure attainment of POs, PSOs and COs is through progression of students towards higher studies and record of placements.

File Description	Documents
Upload any additional information	View File
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

177

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
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)

<u>https://baramacollege.ac.in/wp-content/uploads/2022/03/Student-Satisfaction-Survey.pdf</u>

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)

0

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)	<u>View File</u>

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

17

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

03

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

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

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

06

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

A brief description of some of the student societies which are engaged in extension activities are as follows:

Barama college has a strong NSS unit affiliated to the NSS unit of the Gauhati University and continuously participating in social activities. The students under the banner of NSS have been adopting villages and schools in the neighborhood community helping them in the field of rural education, cleanliness and hygiene. During the time of peak period of the pandemic helped the community and got recognition certificate from different agencies.

Women cell in each year observe the International Women's Day by inviting some eminent personalities as resource person to deliver in the field of gender sensitivity.

The Eco Club of the college works towards promoting the ethics of preservation and protection of our green environment. They carry out plantation drives, prohibition of plastic inside the campus etc. as some of the extra-curricular activities.

NCC has been actively participating in various camps/activities and has won awards.

Extension Education Cell organizes lecture programmes, workshops for students inside and outside of the college on different industrial training programme which is helpful for them to cope up with the community.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

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

09

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	View File

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

09

File Description	Documents
Reports of the event organized	View File
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

468

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

14

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

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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.

Established in a lush green surrounding, the college has an aesthetic campus which is strikingly developed to fit with the best possible way. The college has a well maintained infrastructure for favourable transaction of teaching, learning and allround development of students.

All together the infrastructure used in teaching-learning has well-structured and spacious classrooms, department rooms and laboratory for Physics, Chemistry, Botany, Zoology, Geography, Education and BCA. At least 6 classrooms are equipped withprojectors so that ICT can be used for academic purposes. The computer lab has adequate computerequipment, internet connectivity and projectors to support practical sessions. The campus is Wi-Fi enabled for the benefit of students and faculty.

The well-stocked College Library is spread over an impressive Assam type building, with a total area of about 5000 sq ft. It is Wi-Fi enabled and has a separate seating capacity for teachers and students of 200 users.

The Administrative Block of the college consists of the Principal's Office, the Accounts Office,the General Office, a conference hall and the Caretaker's office. All these offices are ICT enabled.

The magnificent Multi-Purpose Hall with an Auditorium,is used for Academic events like conferences, seminars and student activities.

File Description	Documents
Upload any additional information	[View File](#)
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 college is committed to offering resourceful infrastructure for holistic growth of students. It provides adequate facilities

for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

The Auditorium is situated within the campus and it has a seating capacity of 1000 persons. It is available for the students to organize and participate in co-curricular, recreational and cultural activities.

The auditorium has excellent acoustics and has a JBL sound system with twelve speakers, four amplifiers and a mixer. The auditorium has been provided with a screen and a projector. There is Full Stage System of lights. The auditorium is an active space used for cultural activities like music and other events.There is a generator for power back-up and the firefightingsystem is in place. An Indoor stadium was established with a view to organize some indoor games like Judo, Badminton and Table Tennis.

The outdoor sports facilities include football court, basketball court, cricket pitch, tennis court, open space for yoga etc. Indoor arrangements comprise of a well-built badminton court. A fully equipped gymnasium hall is open for the students and staff.

The gymnasium hall has latest equipment and machines.

File Description	Documents
Upload any additional information	View File
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.

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

07

File Description	Documents
Upload any additional information	View File
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)

28.29

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 College Library is fully Wi-Fi and BSNL BHARAT FIBRE connection enabled and has a seating capacity of 200 users. An e-resource Centre has been established in the Library consisting of 25 nodes to enable students to access information for their academic pursuits through internet and e-resources. Additionally, 5 computers have been installed for the faculty.

The Library uses SOUL (Software for University Libraries) ILMS software, version 2.0 which was partially automated in 2014. Some of the key features of the software provided by Information and Library Network Centre (An autonomous Inter-University Centre of UGC) are easy to use- Graphical User Interface, Search and export facility for most reports. The main modules in the software are Acquisition, Catalogue, Circulation, Serials Control, OPAC and

Administration. The Online Public Access Catalogue module of the software allows library database searching by entering preferred terms and is mainly used for information retrieval. The Circulation module of the software covers all the operations of circulation right from creating member records to printing of reminders for outstanding books. The key features of the module are single screen Issue, Return and Renewal with total details of members, membership records with photo and statistical reports on membership.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the B. Any 3 of the above **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

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

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

0.59

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

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

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

294

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Hardware Infrastructure

Institution has 75 Desktops and 5 laptops out of which 73 are available for students.

The college uses Acer, Dell and HP workstations. Computer Labs have adequate number of desktops maintaining student to computer ratio of 1:1 most of the times. In addition there are 20 HP Deskjet and Canon printers in the college. The college uses 7 LCD projectors (Hitachi/Epson), for overall uses. The College has engaged IT consultant time to time for maintenance and support of the ICT infrastructure. In general, computing and internet facilities are available to all teachers and students on the campus.This includes having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students. The college has JioNet WiFi accessibility for all free for 34 MB and BSNL BHARATFIBRE cable connection.

Software Infrastructure

The College has four high configuration servers (one from JioNet and 3 from BSNL BHARATFIBRE) to allow fast transmission of data to the various computers. These servers are: Windows Based Active Directory. The desktops and laptops are running on windows 7 and windows 10 operating systems.

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

4.3.2 - Number of Computers

80

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

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	[View File]()

4.4 - Maintenance of Campus Infrastructure

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

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

14.94

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.

Classrooms

The College has a separate Teaching Block with few ICT enabled rooms, well-functioning and maintained classrooms. Care taker in-charges on every Classroom inspects for any problem and report to the Principal with respect to maintenance. A team of efficient workers is responsible for keeping the college premises clean which is hired by the college authority.

Laboratories

The College has Laboratories in different departments which are maintained by Laboratory Bearer.

Library

A Library Committee comprising of the Principal, Librarian and Faculty members meets to discuss improvement/update of facilities provided by the library. It is maintained by two library attendants.

IT Infrastructure

All computers in the college have UPS facility with Server Windows monitored and Antivirus updated regularly. The College takes the help of IT Consultant to provide need based support services.

Sports

The Gymnasium has a Gymnasium In-charge who ensures that the equipment is in perfect working condition. The College has a Sports Store room with sports equipment. The Sports Store room is maintained by the In-charges of major games and minor games with the student secretaries.The Football Ground in College is maintained by some dedicated students of the union body in consultation with the principal.

File Description	Documents
Upload any additional information	View File
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

2790

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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

0

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

B. 3 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

1037

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

1037

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

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

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

5.2.2.1 - Number of outgoing student progression to higher education

38

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
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	View File
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.

13

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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

The Barama College Students Union is elected annually through a fair and democratic process by active participation of all students. The Student Union consists of a President, Vice-President, departmental and societal General Secretaries and Assistant Secretaries. The Student Union is officially recognized and felicitated during the annual ceremony. During the ceremony, all members of the Student Union led by the President and the Secretaries take an oath to serve in the interest of the institution and the society with integrity and devotion.

The Student Union, which is the representative of the students work with the Principal, faculty In-charges for organizing events and also building a coordination of all the stakeholders. The Student Union members also help the faculty and administration in the Admission process and in the "Freshers' Meet", an Orientation Programme, "College Week", "Teacher's Day" and other programmes organised for the students annually.

There are several student societies that cater to a range of interests encouraging the students to show their unique talents and managerial skills. Besides representing the institution at different colleges and Universities, these societies also organize competitive events and showcase their talents in the various in-house events organized within the college.

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

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

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

03

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

5.4 - Alumni Engagement

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

Barama College Alumni Association is a non-profit making registered Society, under the Societies Registration Act 1860, Baksa. The Association is dedicated to bringing together the alumni on a common platform to build another channel of personal and professional support to members through "Self Help" within the community. The Mission is to provide a vibrant, global network and forum that connects and engages the alumni with their Alma Mater.

The objectives of the Association are:

To keep a record of all Alumni of Barama College and their pertinent data. Maintaining the updated and current information of all Alumni.To promote a sense of belonging to Barama College among the Alumni by being in regular contact with them. To guide the Alumni to keep them engaged in productive matters useful to the society. To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues by organizing networking events. To create an online platform to keep up with one another's activities, celebrate achievements and contribute to common causes. The membership of the Association is open to all the former students and staff of the college who pay a life membership fee of Rs. 100/-.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 strategies of the governance are as follows:

A master plan for infrastructural and eco-friendly environment of the institution is accepted for future implementation.

In each of the committees and cells participation of all stakeholders are important for Institutional functioning.

For any important matters relating to college function the Principal of the college who is also the Secretary of the Governing Body convenes meetings of the Governing Body and teachers and other staff for discussion.

Students are always encouraged to engage in society related extension activities subjected to awareness programmes on social and national issues through workshops, seminars, training programmes and talks carried out by NSS unit and Extension Education Cell of the college.

The various administrative and academic departments of the College are effectively governed through some mandatory bodies such as Governing Body, Internal Quality Assurance Cell (IQAC), Steering Committee, Planning and Development Committee etc. having well-defined roles and principles in line with the vision and mission of the College.

The concern and commitment of the Principal and the Governing Body towards the goals of higher education is evident through their continuing efforts of mobilizing resources and introducing new courses.

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

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

Decentralization

The institution has a mechanism of providing a decentralized governance system.

1. Management Level

The Governing Body delegates all the academic and operational decisions based on government and UGC policy to the Academic Council headed by the Principal and to other academic and administrative subcommittees in order to fulfill the vision and mission of the institute.

2. Faculty level

Faculty members are given representation in various committees/cells appointed by the Principal to monitor all the academic activities.

3. Student level

A student union body is elected with different port-folios to look after the academic as well as other extra-curricular matters of the fellow students. General Secretary of the students' union is the member of governing body. Functioning of different secretaries of students' union further bring out more decentralization. The student union has separate committees for different portfolios.

Participative management:

The college administration follows a policy of participative management at all level.

In making of a strategy, the Principal, Governing body, Teachers' unit and the IQAC all are united together to chalk out different policies & procedures. For operation of any activity, the Principal interacts with government and external agencies & faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Delivery:

Bodoland University after meeting with its affiliated colleges design a curriculum. However delivery of the curriculum is decided

by the college. For this the HOD of different department and Academic committee of the college planned according to the university guidelines.

Teaching and Learning

IQAC organized a two day workshop on "The Effective Use of E-books and E-media for learning" and a national seminar in collaboration with Bodoland University.

Examination and Evaluation

Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines.

Library, ICT and Physical Infrastructure /Instrumentation

As a post-NAAC initiative, the college has encouraged the use of ICT based techniques of study by all departments. Computers have been allotted to different departments.

Research and Development

Encouraging research activities by faculty members, which have resulted in their national and international publications. Publication of an annual research journal having ISSN 2455-6637.

Human Resource Management

College organized workshops and FDP to enrich the staff and for the students different competitions.

Industry Interaction /Collaboration

Faculty members have collaborated with national and international eminent academicians and researchers and published research papers in the current year and trying to collaborate with industries.

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

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

The functional organisation of Barama College may be broken down into two parts: academic (Bodoland University) and administrative (Directorate of Higher Education, Assam). The Governing Body is the College's decision-making body. It consists of the President, who is nominated by the Bodoland Territorial Regions, teachers, non-teaching staff, guardian representative, nominees of the affiliating university and others. The Principal, who also serves as the Secretary of the Governing Body, is in charge of the College. The Vice Principal is there to assist him in his duties.

The Committees' operations are coordinated by the IQAC, which ensures that the Committees' actions are in line with the Collegeaims. The College's teaching staff is appointed with the UGC's Criteria for the Recruitment of Assistant Professors in Colleges, and the same rules apply to their progress in their careers. The Service Conduct Rules of the Government of Assam apply to teachers as well. The rules of the Government of Assam are followed for non-teaching employees. The Grievance Redressal Cell of the College is in charge of the College's grievance redressal system. The Cell receives all grievances from students, teachers, and non-teaching staff andattempt to resolve the issue with assistance from the College administration.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in   B. Any 3 of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination

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

Benefits of Leave (As per University and Government rules)

Both teaching and non-teaching members are entitled to 12 days of Casual Leave and three Restricted Holidays. According to government regulations, teaching personnel can take up to 30 days off work to attend various Orientation/Refresher/Seminar/Workshops/Training Programs. Duty leave is also offered to non-teaching staff. Child Care Leave, Maternity Leave, Paternity Leave.Teaching employees can take up to three years of study leave.

Benefits of Retirement (As per the Government Rules)

GPF (General Provident Fund) permits employees to receive a pension after they retire, as well as a Group Insurance Scheme (GIS) for teachers and other staff.

Employees who joined the service after January 1, 2004 are covered by the National Pension Scheme (NPS). Earned Leave is redeemed.

Programs for Faculty Development:

Both teaching and non-teaching employees can benefit from Refresher Courses, Orientation Programs, and Short-Term Courses for professional development .

Supporting Structures

Canteen, Grievance Redressal Cell, Internal Complaints Committee, and Parking for both teaching and non-teaching personnel Clean drinking water facilities for all.

ICT Resources

Wi-Fi is available throughout the College. Students and faculty have access to two full-fledged computer labs. In the library and departments, there are computer facilities.

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)	<u>View File</u>

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

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

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	View File
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)	View File

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

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

12

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**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

Self-Appraisal of faculty: The College asks the teachers to prepare a self-evaluation report every year before submission of AQAR and mandatorily before any proposal for promotion.It reveals the involvement ofthe teacher in both academic and administrative

activities. With the help of this appraisal form, a teacher can show continuous professional development like paper presentations, publications, seminars and conferences attended etc. The IQAC of the college with the help of a screening committee assesses the report submitted by the faculty and does an audit which is then forwarded to higher authority for proper action. This appraisal is used for Career Advancement of the teachers who are updated about their performance. The respective teacher is informed about the same and suggestions given. Appraisal of non-teaching staff: The College follows the performance appraisal procedures as per Director of Higher Education, Assam norms. Evaluation of teachers by Students: Students are given the opportunity to provide their feedback of the teachers. The feedback form which is prepared by the IQAC is available online and the link is provided to the students to fill the feedback questionnaire. The questionnaire is structured to elicit responses for parameters like curriculum, teachers, administration, infrastructure, communication skills, subject knowledge, discipline.

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits on a regular basis. Mechanism for Internal Audit and External Audit is as follows. Internal Audit: Internal audit is a continuous process which ensues after each and every financial transaction, whereby the college itself carries out the initial stage of the internal audit. In the initial stage, the officer in-charge scrutinizes and verifies the financial data. This is again scrutinized by the Administrative Officer and the Principal for clarity, authenticity, transparency and financial accuracy. Income/Expenditure is closely monitored by the Principal and the Section Officer (Accounts).Proper procedure for purchases is adopted. Quotations are called for and prices are compared. External Audit: The external audit takes place annually after the completion of every financial year. The Chartered Accountant, who works as an auditor is appointed by the College. The program goes

on for few days before the beginning of new financial year. The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified. Departmental Accession Register, Stock Registers/Purchase Registers are physically checked. The audit objections/compliance, if any, is handled by the Accounts Department.

File Description	Documents
Paste link for additional information	https://baramacollege.ac.in/wp-content/uploads/2022/03/Internal-and-External-Audit-Report___.pdf
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)

0.71

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

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

The college mobilizes funds for its regular activities and development from different agencies and individuals. The mobilized fund is optimally used by the college. Major sources of institutional receipts/funding: Most of the funds are through Government grant (RUSA Grant). Fees from students for different programmes. Rent from letting out various parts of land/building: Photocopy shop Canteen Donation Fishery pond Coconut tree

Utilization of Resources The College has a Governing Body, Steering Committee, Library and various associated bodies which

help in the preparation, division, allocation and utilization of funds. RUSA funds are deposited in a separate bank account. The utilization of these funds is ensured through PFMS. Fees received from students are used for development of the college, non-grant faculty and staff salaries, and are properly audited. Physical and Academic facilities are augmented for students. Library services and Sports services are strengthened. Laboratories are augmented and IT infrastructure is increased. Number of workshops and seminars are organized. The Steering Committee decides the policy and procedure for purchasing any item. Each item is purchased by comparing a minimum of three quotations received from different vendors. All purchases are done through a tender system. Each and every transaction is supported by the vouchers.

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

6.5 - Internal Quality Assurance System

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

Barama College has a wide field of institutional functioning through participation among all stakeholders especially faculty, students and the non-teaching staff. The IQAC plays an important role in ensuring quality of the functioning of all the units of the college. The two practices institutionalized by IQAC are: 1. ICT training and practice of the faculty: In 2020 in collaboration with Student Tutorials, IIT, Mumbai, IQAC organized another Faculty Development Programme on 'Learning MOODLE management"in order to make the faculty to apply ICT in offline classrooms or in online mode and to know and manage Learning Management System "MOODLE". This led the faculty members to adjust with the current pandemic situation, futuristic challenges and opportunities in the field of transaction of curriculum. Now the teaching faculty is encouraged and motivated to develop anonlinedelivery to propagate ICT enabled culture amongst thestudents.

2. Practice of online seminar: IQAC of the college with help of the management came in collaborative activities with ICT Academy, Guwahati by a Memorandum of Understanding. In 2020-21, IQAC in association with ICT Academy organizedone webinar and a two day workshop on use of e-book and e-media were conducted.

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

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

The IQAC of Barama College has been trying its best to adopt some practices, which will ultimately bring dividends in quality education to the students with the help of some effective and meaningful teaching-learning process. Improvement in the academic and co-curricular activities of the College and its student in keeping with its vision and mission was reviewed time to time byIQAC and it attempted to achieve this by adopting two practices such as, 1.Academic Audits: Annually Academic Audit was done by IQAC the individual teacher and the departments are made to doanalysis of their performance based on results, projects, publications, evaluations, curriculum implementation and use of ICT in classrooms. Based on the audit, the IQAC suggests some measures for quality enhancement. 2. Feedback from stakeholders: Feedback was taken from the stakeholders like students, parents, teachers and alumni to facilitate teaching-learning reforms. It helps in finding the satisfaction level of the stakeholders about the institutional quality especially in academics. Student feedback of teachers is conducted regularly. Effective Use of ICT in Teaching and Learning IQAC has ensured that 7 classrooms are equipped with ICT facilities. In the past five years, after accreditation, new laboratories, buildings, sports infra-structure etc. have been constructed.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality

B. Any 3 of the above

initiatives with other institution(s)
Participation in NIRF any other quality audit
recognized by state, national or international
agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
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

As a leading college of Arts and Science in entire Baksa District of Assam, our vision rests on creating a safe space for the girl students and women and providing a gender sensitive and empowering education. The awareness of gender sensitization is not limited to classrooms alone. We pride ourselves in having created a vibrant campus environment that allows students to think critically, and question, act and resist creatively. The college has organised a number of events related to gender in the last few years. The Women Cell of the college plays an important role in maintaining gender sensitivity on campus. The focus of the Women Cell has been to provide adequate space for students to engage in open discussions and think critically on various issues like women and labour, gender and sexuality, violence at home, influence of media, laws and rights, health and hygiene etc.The Women Cell carried out the Gender Audit In 2020, during the Covid-19 pandemic resulted lockdown, Barama College organised webinars addressing gender issues. Barama College has an Internal Compliants Committee, an Anti-sexual harassment committee, which are statutory body formed to register complaints of harassment and to undertake formal proceedings to resolve them.

File Description	Documents
Annual gender sensitization action plan	https://baramacollege.ac.in/wp-content/uploads/2022/03/Gender-Audit-Report.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://baramacollege.ac.in/wp-content/uploads/2022/03/7.1.1.-Measures-initiated-by-the-institution-for-the-promotion-of-gender-equity.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The college holds awareness campaigns for maintaining cleanliness and waste management both on and off campus from time to time. Management of solid waste: Garbage bins in blue for dry wastes and green for wet wastes are located across the campus and in various academic departments for the collection of ordinary solid waste products. As a result, wet and dry waste are separated and disposed of separately. The burning of sanitary napkins is used for disposal. During practical classes, indiscriminate chemical usage is discouraged. Plastic has been banned on the entire college campus. Notices are posted at the front gate and other locations around campus to encourage everyone to refrain from using prohibited plastic goods. Paper bags are recommended instead of plastic bags. Liquid waste management: To avoid stagnation, liquid waste from sources of generation such as the canteen, laboratories, and bathrooms is discharged into an appropriate drainage facility. Cleaners are hired on a regular basis to ensure that the drains are not clogged in order to prevent flooding. E-

waste management: Non-working computers, monitors, printers, memory cards, mother boards, ink cartridges, and other e-waste are stored in a separate e-waste stock room or repaired for future use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://baramacollege.ac.in/wp-content/uploads/2022/03/7.1.3.-Describe-the-facilities-in-the-Institution-for-the-management-of-the-following-types-of-degradable-and-non-degradable-waste.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All 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	View File

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

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

B. Any 3 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	View File
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

B. Any 3 of the above

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

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

Various programmes and activities are organised both by departments as well as different cells. The two units of National Cadet Corps (NCC), 30 Assam BN and 1 Assam BN, NCC Guwahati of Barama College is dedicated to creating a 'sense of patriotic commitment for national development. The NCC participates in the Republic Day Parade and both Independence Day and Republic Day are celebrated in the college. The college has an active National Service Scheme (NSS) unit where students engage in community service programmes. Through NSS, our students bring awareness in the marginalized areas and underprivileged backgrounds recognizing their Fundamental Right to Education. National productivity day, Poshan mah, Gandhi Jayanti, International Womens' Day, National Constitution day etc. are observed with a pledge to celebrate our glorious history of national integration. International Yoga Day has been observed by the college through sessions on yoga practice. Our institution also believes that promoting religious harmony is very important to maintain peace in our diverse society. The sisters of Prajapita Brahma Kumari Iswariya Viswavidyalaya visited our campus and addressed students on the oneness of humanity and religious harmony.

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

Various programmes and activities are organised both by departments as well as different cells.

The two units of National Cadet Corps (NCC), 30 Assam BN and 1 Assam BN, NCC Guwahati of Barama College is dedicated to creating a 'sense of patriotic commitment for national development. The NCC participates in the Republic Day Parade and both Independence Day and Republic Day are celebrated in the college. The college has an active National Service Scheme (NSS) unit where students engage in community service programmes. Through NSS, our students bring awareness in the marginalized areas and underprivileged backgrounds recognizing their Fundamental Right to Education. National productivity day, Poshan mah, Gandhi Jayanti, International Womens' Day, National Constitution day etc. are observed with a pledge to celebrate our glorious history of national integration.

Visits to the Assembly are organised by the college. To promote the ideal of the Swachh Bharat Abhiyan, the college organises cleanliness drives like Swachhta Pakhwada. Our college also initiated the anti-plastic and green campus drive for sustainable environment. International Yoga Day has been observed by the college through sessions on yoga practice.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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

B. Any 3 of the above

and other staff   4. Annual awareness programmes on Code of Conduct are organized

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	View File
Any other relevant information	**No File Uploaded**

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

Barama College celebrates India's Independence Day by students, teachers and administrative staff with much fanfare all joins in the celebrations by the singing the National Anthem. Every year our students of the NCC wings take part in Republic Day Parade and bring fame to the college. As a tribute to the father of our nation, on 2nd October, the birth anniversary of Mahatma Gandhi, is observed by NSS and NCC. It familiarize students with the life and philosophy of Gandhiji. Dr. Sarvepalli Radhakrishnan's birth anniversary on 5th Sept, observed nationally as Teacher's Day, is also celebrated at both the department and college level. National integration activities like Run for Unity and Unity Pledge are organized to honour the 'Iron Man of India' Sardar Vallav Bhai Patel. Our college also celebrates the Constitution Day which helps the students in their legal awareness. International Yoga Day and Barama College celebrates this day to acknowledge the transnational role of Yoga, which is an Indian knowledge system, in promoting physico-mental health. National Voter's Day, NSS day, NCC day etc. are observed to spread awareness about the importance of elections and the role of citizens.

Our institution celebrates festivals like Saraswati Puja and Bathou Puja.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**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.

BEST PRACTICE 1

1. Title of the Practice: Green campus for a Sustainable and Clean College

2. Objectives of the Practice (20 words)

The Green Campus initiative was started to foster a culture of eco-friendly practices and increasing the aesthetic value of the college.

3. The Context (30 words)

Barama College is related to nature since its birth, so initiated the green campus campaign. The campus is built in an area of 38.019 acre including two forests. A huge area is left for natural habitat for biodiversity.

4. The Practice (50 words)

Cutting trees on campus is strictly prohibited and often our institution plants new trees especially in environment day and maintains 7 botanical gardens and two forests. Single use plastic is prohibited, Steel crockery is used and several awareness programmes were carried out to aware the students and faculties. LED bulbs are used in place of CFL.

5. Evidence of Success (40 words)

It is being witnessed by the greenery and a flowery environment of the campus. This initiative of the college brought the "Green

Champion certificate" awarded by Mahatma Gandhi National Council of Rural Education. Single use plastic is not seen today.

6. Problems Encountered and Resources Required (30 words)

The main obstacle is finance including watering and manuring the crops for sustained yield and protection. An inadequate supply of plastic alternatives increases their cost which makes them less popular in society.

7. Notes (30 words)

It wants to encourage the student community to become the ambassador, committed to treasuring the campus environment and the neighborhood and organising healthy competitions between departments based on green practices.

BEST PRACTICE 2

1. Title of the Practice – Participation in Beat COVID campaign

2. Objectives of the Practice- This campaign initiated under MGNCRE were aimed to render the valuable services to COVID patients and their families during the pandemic.

3. The Context: The mission is part of the Mahatma Gandhi National Council of Rural Education's (MGNCRA) 'Beat Campaign,' which is run by the Ministry of Human Resource Development in India. Through Higher Education interventions, the council aims to foster a resilient rural India.

4. The Practice: MGNCRE's principal goal is to research rural society and economy through higher education institutions in order to meet developmental needs and local resources. The college has participated in "Each One Reach One" COVID Mission. Faculty members and students contributed their valuable services to the COVID patients, their family members during pandemic.

5. Evidence of Success: The college is now been recognized "Beat Covid Campaign Institute" and the Principal of the college Dr. Tiken Chandra Das is also certified for formation and functioning of NSS volunteer teams. This results indicate that the college is engaging the faculty and students in social activities.

6. Problems Encountered and Resources Required

Few members become victim of Covid-19 infection. The college administration faced difficulty to accommodate the student volunteers and it was problematic to tackle the situation. More over the parents are reluctant to send them for such activities.

7. Notes (Optional): Helping the COVID patients is a noble work and should be encouraged with proper precautionary measures.

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 eco-friendly campus which extends over an area of more than 115 Bighas of lands with calm green surrounding, side by fresh water pond harbouring abundance of local fish is conducive to the pursuit of academic activities. This blessing of the nature is fully taken care of neutralizing all evil forces by the college including both encroachers and environmental pollution. It is nurtured properly and acquired distinctiveness in waste management and presence of various flower gardens. There are three types of wastes produced in our campus liquid, solid and e-waste. Liquid waste is produced from washrooms and science laboratories which is being drained through underground sewage system and is finally disposed of in an underground pit. E-wastes in the form of computers, batteries, CPUs etc. are kept in a store room. Non bio-degradable solid waste like plastics, polythene bags, junk food parcels are totally banned inside the campus.For solid waste, in front of the classrooms there are dustbins in green colour used for wet and bio-degradable wastes and blue colour meant for disposal of dry wastes.

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

The effective CBCS curriculum delivery designed by Bodoland University consist of the following components:

Prospectus: A Prospectus disseminates all the information.

Admission Committee: Admission Committee decides the date of admission and the seat allotment on the basis of merit.

The Academic Calendar: An Academic Calendar is prepared by IQAC with the help of the Academic Committee and displayed in the College Prospectus and Website.

The Class Routine: Our College prepares a 'Daily Class Routine' which is communicated to all students by pasting it on notice boards.

Lesson Plans: A lesson plan about course contents and their expected delivery time is prepared by the teachers at the beginning of each semester.

Classroom Interactions: Besides Chalk and Board method, some ICT enabled classes in google classroom, online quizzes, seminars, outreach programmes, projects etc. are also done..

Effectivity monitoring: It is observed through class tests, home assignments, group discussions and seminar presentations.

Feedback: Student, teachers, alumni and parents feedback on the curriculum, academic grievances, teaching-learning are collected and based on the feedback obtained, authority is requested to take actions.

Faculty Development Programmes: Faculty Development Programmes are conducted to build faculty skills in areas like use of ICT and LMS for effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

Academic calendar is prepared and adhered for conduct of Examination and other related matters. However, the College functions in accordance with the University following all regulations and guidelines provided. For this purpose an academic calendar mentioning holidays, teaching days, admission timeline, seminar/workshop slots, etc. in a semester is prepared at the beginning of the session and it is followed strictly except for unavoidable circumstances. The framework of this calendar has provisions for tentative schedules for internal and end semester examinations and study leaves provided to students for the same. According to the schedule of the university we give notice to the students about class time, internal assessment and internal assignments, registration, students' form fill up etc. Barama College is affiliated to Bodoland University and followed the academic calendar of this University from the session 2020-2021. Academic Calendar includes the tentative schedule of the following important matters:

• Admission • Commencement of classes • Month wise regular classes • Seminars/Workshops • Students' Union Election • Academic Excursion/Survey/Field Works • Annual Sports • Cultural Activity • Internal Assessment • End Semester Examinations • Holidays and Vacations. This Academic Calendar is provisional as the college has to follow University and Government guidelines.

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	C. Any 2 of the above

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

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

1.2 - Academic Flexibility

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

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

20

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
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)

01

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

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

11

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

11

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

1.3 - Curriculum Enrichment

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

Cross cutting issues are integrated in the various curriculum as follows:

Professional Ethics: The college organizes career counseling workshop, inter college sports and cultural competition etc. to uplift the performances of the students. The code of conduct of the students is printed on the prospectus of the college.

Gender: The women cell organized several counseling and awareness programme in gender sensitivity. It has completed the gender audit also in every sphere of the college ascertaining a proportionate representation of women.

Human Values: Yoga is a curriculum topic for students of Philosophy Department and observes the International Yoga Day on June 21. With the help of NSS the college adopted two

villages and ten schools. During the time of pandemic COVID 19 all the volunteers including faculty members jumped into the service of the victims as the college was a quarantine centre at that time and also distributed sanitisers and other essentials.

Environment and Sustainability: Environmental Studies is a compulsory curriculum component. Students also engage with environmental issues through the Eco Club. The College observes World Environment Day, conducts Field Visit, implemented Swachh Bharat Abhiyan and major part of the campus covering by forest promoting environmental awareness.

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

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

10

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

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

250

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	**B. Any 3 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://baramacollege.ac.in/wp-content/uploads/2022/03/Students-Feedback_2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1500

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

413

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

On the basis of class interactions, tests and home assignments, slow and advanced learners are identified. For the need of such type of students besides the traditional teaching methods are assisted by some ICT enabled method.

Slow Learners: Remedial classes are organized as far as possible for the purpose of giving special coaching according to their needs. Additional reading material in the form of references and books in note like form is supplied to them for understanding and examination preparation. Those who need more than these are directly communicated through WhatsApp by the mentors for any kind of subject related help. Home assignments are given and evaluated on a regular basis.

Advanced Learners: Such students are encouraged to participate

in inter college competitions. For different extra-curricular activities a faculty member is assigned as incharge teacher which help these advance learners to achieve their optimum goals. They engaged in group discussions and departmental seminars for achieving perfection in different fields. The College library provides the Inflibnet facility and other e-resources to help the advanced learners to broaden their knowledge. Project in which the brighter students, assisted by a faculty member of the respective discipline provides a scientific research methodology.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
2108	**41**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

The College makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. Some of the methods employed by the college in this process are:

Visits to adopted villages are organised by NSS to gain an understanding of the

geographical, socio-political and economic factors of the lives of the people living in these areas.

Several departments organize Field Visit to combine theoretical knowledge with practical and on field knowledge, through visits to Zoo, National Parks, biodiversity parks, heritage sites and

Institutes of Advanced Learning.

Department of Economics provides students with projects aiming to give practical knowledge on Entrepreneurship and Finance related issues.

The Extension Education Cell helps students conduct some extra-curricular social outreach activities.

Use of ICT & E-resources by students is encouraged with the help of laboratory of BCA Department and College Library.

The college employs a participative approach through group discussions, debating competition, literary competitions, annual sports etc. to encourage greater participation and interactive learning.

Project work is assigned in all practical subjects to encourage teamwork and participative learning.

Annual Magazines and departmental wall magazines are published by various departments to develop creativity and other skills.

File Description	Documents
Upload any additional information	[View File](#)
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

Teaching-Learning process of the College is enriched by some ICT enabled technology. The college has an active website, www.baramacollege.ac.in through which all activities of the college is informed.

The College has a Wi-Fi enabled campus which helps the teachers and students to stay connected to the internet. The college has few ICT enabled Classrooms having Desktops, Laptops, Projectors which helps in the e-learning process.

The college has an Automated Library which enables the students to find the location of the books easily. The library provides accessibility to e-resources vide INFLIBNET to teachers.

The college has well equipped Computer Labs. The teachers take practical classes for courses like Mathematics, Computer Science, Economics, Physics etc. The curriculum of these courses has practical components which require the use of computer labs.

Teachers make and present PowerPoint presentations in the classrooms which is required for an effective and interactive curriculum delivery with the students.

FDPs are conducted to enable/familiarize the teachers with some online platforms. Besides using the e-books, YouTube Content, Google Classroom etc. are also used to further add quality to lecture delivery.

Teachers share reading materials, short notes, e-books over different media like Google Classroom, E-Mail, WhatsApp etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

37

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

2.4 - Teacher Profile and Quality

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

41

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	View File

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

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

14

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

810

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.

Barama College, being an affiliated college of Bodoland University, is bound by the University rules regarding Internal Assessment. It gives 25% weightage in overall assessment of the students. The Internal Assessment as prescribed by the University is based on Class Tests, Assignments, Projects and Field Visits and Attendance. The students are aware of the Internal Assessment and teachers always try to remind them about the importance of the assessment.

Academic assessment is made to monitor and help the students' progress after completion of the prescribed syllabi. The College allows each department to carry out internal evaluation of its students at regular intervals through a variety of methods such as sessional examinations, home assignments, group discussions, project works and field visits. The date and time of sessional examination are notified to the students through college website and notice boards including a digital notice board. The parts of the syllabus to be covered for the tests are declared in advance and questions are prepared only on those parts that are completed in the class. According to University guidelines the tests are conducted and evaluations of the answer scripts are done by the departmental teachers.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

The institution has a well-defined system in place to deal with internal examination related grievances. The College hangs the marks obtained by the students in notice board where each student can view their assessment marks and can complain if any, within a specified time after which the marks are finally uploaded on the University portal.

The individual teachers try to solve the grievance of the students, if it is beyond his capacity then the HOD with Principal is consulted by the concerned teacher for an amicable settlement. The evaluated papers are returned to students for a brief scrutiny and then again taken back for record keeping.

Often some complaints of under-marking, students shown as absentees by mistake in one or more papers and mistakes related to name of the candidate or the subject opted for are received which are done at University level. In such discrepancies the college examination board takes up the matter and forwards it to the University through the Principal of the college.

In addition to that the College has a Grievance Redressal Cell, which maintains a Complaint Box.

File Description	Documents
Any additional information	[View File](#)
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 outcome based curriculum is intended to guide the students for securing their path towards higher studies or a terminal degree towards career choices.

Learning outcomes form an integral part of college vision, mission and objectives.

The learning objectives are communicated through various means such as college website, prospectus, Principal's address to students and parents, Alumni meets and dissemination in classroom by concerned staff. Students are made aware of the course specific outcomes through orientation programme, lectures and practicals. At present our college is running with 20 programmes and a number of courses. Each of the courses has its own specific course outcomes which are designed by the University of affiliation.

The principal holds meetings with faculty members from time to time to assess the progress. At the beginning of the new academic session "Freshers' Meet" as the orientation programme is held where the students are briefed about the vision and mission of the college.

Being an affiliated college under Bodoland University the college adheres to the rules and regulations of the university

in executing the Undergraduate curriculum (both honours and regular) for their three year programmes of Arts and Science and Post graduate courses.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://baramacollege.ac.in/wp-content/uploads/2022/03/2.6.1-Programme-outcome-Programme-specific-outcome-and-Course-outcome.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The faculties record the performance of each student on each programme outcome. Students under university examination are evaluated for 80% of total marks by the examination controller of the University and institution for 20% marks as Internal Assessment.

Assessment of attainment:

1. End Semester University Examination: It is a direct evaluation process. External Assessment is also done by external examiner for the Practical examinations, appointed by the University who examines the students through Viva-Voce and practical experiments with the help of departmental internal examiner.

2. Internal Assessment: Sessional Examination in each semester and Home Assignments is given to the students which are mostly aligned with Programme Outcomes of the respective subject.

3. Feedback Evaluation: The Institution collects feedback from Students, Alumni, Employers and Parents which is an important method of measuring attainment.

4. Projects, Field Visits: Students are encouraged to take up projects, fieldwork etc. This helps them to obtain necessary skills and practical experience in their chosen discipline.

5. Higher Studies and Placements: The most important parameter to measure attainment of POs, PSOs and COs is through progression of students towards higher studies and record of placements.

File Description	Documents
Upload any additional information	View File
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

177

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**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://baramacollege.ac.in/wp-content/uploads/2022/03/Student-Satisfaction-Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

17

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

03

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

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

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

06

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

A brief description of some of the student societies which are engaged in extension activities are as follows:

Barama college has a strong NSS unit affiliated to the NSS unit of the Gauhati University and continuously participating in social activities. The students under the banner of NSS have been adopting villages and schools in the neighborhood community helping them in the field of rural education, cleanliness and hygiene. During the time of peak period of the pandemic helped the community and got recognition certificate from different agencies.

Women cell in each year observe the International Women's Day by inviting some eminent personalities as resource person to deliver in the field of gender sensitivity.

The Eco Club of the college works towards promoting the ethics of preservation and protection of our green environment. They carry out plantation drives, prohibition of plastic inside the campus etc. as some of the extra-curricular activities.

NCC has been actively participating in various camps/activities and has won awards.

Extension Education Cell organizes lecture programmes, workshops for students inside and outside of the college on different industrial training programme which is helpful for them to cope up with the community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

09

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	View File

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

09

File Description	Documents
Reports of the event organized	View File
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

468

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

14

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

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
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.

Established in a lush green surrounding, the college has an aesthetic campus which is strikingly developed to fit with the best possible way. The college has a well maintained infrastructure for favourable transaction of teaching, learning and allround development of students.

All together the infrastructure used in teaching-learning has well-structured and spacious classrooms, department rooms and laboratory for Physics, Chemistry, Botany, Zoology, Geography, Education and BCA. At least 6 classrooms are equipped withprojectors so that ICT can be used for academic purposes. The computer lab has adequate computerequipment, internet connectivity and projectors to support practical sessions. The campus is Wi-Fi enabled for the benefit of students and faculty.

The well-stocked College Library is spread over an impressive Assam type building, with a total area of about 5000 sq ft. It is Wi-Fi enabled and has a separate seating capacity for teachers and students of 200 users.

The Administrative Block of the college consists of the Principal's Office, the Accounts Office,the General Office, a conference hall and the Caretaker's office. All these offices are ICT enabled.

The magnificent Multi-Purpose Hall with an Auditorium,is used for Academic events like conferences, seminars and student activities.

File Description	Documents
Upload any additional information	[View File](#)
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 college is committed to offering resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

The Auditorium is situated within the campus and it has a seating capacity of 1000 persons. It is available for the students to organize and participate in co-curricular, recreational and cultural activities.

The auditorium has excellent acoustics and has a JBL sound system with twelve speakers, four amplifiers and a mixer. The auditorium has been provided with a screen and a projector. There is Full Stage System of lights. The auditorium is an active space used for cultural activities like music and other events.There is a generator for power back-up and the firefightingsystem is in place. An Indoor stadium was established with a view to organize some indoor games like Judo, Badminton and Table Tennis.

The outdoor sports facilities include football court, basketball court, cricket pitch, tennis court, open space for yoga etc. Indoor arrangements comprise of a well-built badminton court. A fully equipped gymnasium hall is open for the students and staff.

The gymnasium hall has latest equipment and machines.

File Description	Documents
Upload any additional information	[View File](#)
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.

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

07

File Description	Documents
Upload any additional information	[View File](#)
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)

28.29

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 College Library is fully Wi-Fi and BSNL BHARAT FIBRE connection enabled and has a seating capacity of 200 users. An e-resource Centre has been established in the Library consisting of 25 nodes to enable students to access information for their academic pursuits through internet and e-resources. Additionally, 5 computers have been installed for the faculty.

The Library uses SOUL (Software for University Libraries) ILMS software, version 2.0 which was partially automated in 2014. Some of the key features of the software provided by Information and Library Network Centre (An autonomous Inter-University Centre of UGC) are easy to use- Graphical User Interface, Search and export facility for most reports. The main modules in the software are Acquisition, Catalogue, Circulation, Serials Control, OPAC and Administration. The Online Public Access Catalogue module of the software allows library database searching by entering preferred terms and is mainly used for information retrieval. The Circulation module of the software covers all the operations of circulation right from creating member records to printing of reminders for outstanding books. The key features of the module are single screen Issue, Return and Renewal with total details of members, membership records with photo and statistical reports on membership.

File Description	Documents
Upload any additional information	[View File](#)
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	**B. Any 3 of the above**

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

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

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

0.59

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

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

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

294

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Hardware Infrastructure

Institution has 75 Desktops and 5 laptops out of which 73 are available for students.

The college uses Acer, Dell and HP workstations. Computer Labs have adequate number of desktops maintaining student to computer ratio of 1:1 most of the times. In addition there are 20 HP Deskjet and Canon printers in the college. The college uses 7 LCD projectors (Hitachi/Epson), for overall uses. The College has engaged IT consultant time to time for maintenance and support of the ICT infrastructure. In general, computing and internet facilities are available to all teachers and students on the campus.This includes having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students. The college has JioNet WiFi accessibility for all free for 34 MB and BSNL BHARATFIBRE cable connection.

Software Infrastructure

The College has four high configuration servers (one from JioNet and 3 from BSNL BHARATFIBRE) to allow fast transmission of data to the various computers. These servers are: Windows Based Active Directory. The desktops and laptops are running on windows 7 and windows 10 operating systems.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

14.94

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.

Classrooms

The College has a separate Teaching Block with few ICT enabled rooms, well-functioning and maintained classrooms. Care taker in-charges on every Classroom inspects for any problem and report to the Principal with respect to maintenance. A team of efficient workers is responsible for keeping the college premises clean which is hired by the college authority.

Laboratories

The College has Laboratories in different departments which are maintained by Laboratory Bearer.

Library

A Library Committee comprising of the Principal, Librarian and Faculty members meets to discuss improvement/update of facilities provided by the library. It is maintained by two library attendants.

IT Infrastructure

All computers in the college have UPS facility with Server Windows monitored and Antivirus updated regularly. The College takes the help of IT Consultant to provide need based support services.

Sports

The Gymnasium has a Gymnasium In-charge who ensures that the equipment is in perfect working condition. The College has a Sports Store room with sports equipment. The Sports Store room is maintained by the In-charges of major games and minor games with the student secretaries.The Football Ground in College is maintained by some dedicated students of the union body in consultation with the principal.

File Description	Documents
Upload any additional information	View File
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

2790

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
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

0

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	**B. 3 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

1037

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

1037

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

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10	
File Description	**Documents**
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

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

5.2.2.1 - Number of outgoing student progression to higher education

38	
File Description	**Documents**
Upload supporting data for student/alumni	[View File](#)
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	[View File](#)
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.

13

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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

The Barama College Students Union is elected annually through a fair and democratic process by active participation of all students. The Student Union consists of a President, Vice-President, departmental and societal General Secretaries and Assistant Secretaries. The Student Union is officially recognized and felicitated during the annual ceremony. During the ceremony, all members of the Student Union led by the President and the Secretaries take an oath to serve in the interest of the institution and the society with integrity and devotion.

The Student Union, which is the representative of the students work with the Principal, faculty In-charges for organizing events and also building a coordination of all the stakeholders. The Student Union members also help the faculty and administration in the Admission process and in the "Freshers' Meet", an Orientation Programme, "College Week", "Teacher's Day" and other programmes organised for the students annually.

There are several student societies that cater to a range of interests encouraging the students to show their unique talents and managerial skills. Besides representing the institution at different colleges and Universities, these societies also organize competitive events and showcase their talents in the various in-house events organized within the college.

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

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

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

03

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

5.4 - Alumni Engagement

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

Barama College Alumni Association is a non-profit making registered Society, under the Societies Registration Act 1860, Baksa. The Association is dedicated to bringing together the alumni on a common platform to build another channel of personal and professional support to members through "Self Help" within the community. The Mission is to provide a vibrant, global network and forum that connects and engages the alumni with their Alma Mater.

The objectives of the Association are:

To keep a record of all Alumni of Barama College and their pertinent data. Maintaining the updated and current information of all Alumni.To promote a sense of belonging to Barama College

among the Alumni by being in regular contact with them. To guide the Alumni to keep them engaged in productive matters useful to the society. To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues by organizing networking events. To create an online platform to keep up with one another's activities, celebrate achievements and contribute to common causes. The membership of the Association is open to all the former students and staff of the college who pay a life membership fee of Rs. 100/-.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 strategies of the governance are as follows:

A master plan for infrastructural and eco-friendly environment of the institution is accepted for future implementation.

In each of the committees and cells participation of all stakeholders are important for Institutional functioning.

For any important matters relating to college function the Principal of the college who is also the Secretary of the Governing Body convenes meetings of the Governing Body and teachers and other staff for discussion.

Students are always encouraged to engage in society related extension activities subjected to awareness programmes on social and national issues through workshops, seminars,

training programmes and talks carried out by NSS unit and
Extension Education Cell of the college.

The various administrative and academic departments of the
College are effectively governed through some mandatory bodies
such as Governing Body, Internal Quality Assurance Cell (IQAC),
Steering Committee, Planning and Development Committee etc.
having well-defined roles and principles in line with the
vision and mission of the College.

The concern and commitment of the Principal and the Governing
Body towards the goals of higher education is evident through
their continuing efforts of mobilizing resources and
introducing new courses.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Decentralization

The institution has a mechanism of providing a decentralized
governance system.

1. Management Level

The Governing Body delegates all the academic and operational
decisions based on government and UGC policy to the Academic
Council headed by the Principal and to other academic and
administrative subcommittees in order to fulfill the vision and
mission of the institute.

2. Faculty level

Faculty members are given representation in various
committees/cells appointed by the Principal to monitor all the
academic activities.

3. Student level

A student union body is elected with different port-folios to look after the academic as well as other extra-curricular matters of the fellow students. General Secretary of the students' union is the member of governing body. Functioning of different secretaries of students' union further bring out more decentralization. The student union has separate committees for different portfolios.

Participative management:

The college administration follows a policy of participative management at all level.

In making of a strategy, the Principal, Governing body, Teachers' unit and the IQAC all are united together to chalk out different policies & procedures. For operation of any activity, the Principal interacts with government and external agencies & faculty members.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Delivery:

Bodoland University after meeting with its affiliated colleges design a curriculum. However delivery of the curriculum is decided by the college. For this the HOD of different department and Academic committee of the college planned according to the university guidelines.

Teaching and Learning

IQAC organized a two day workshop on "The Effective Use of E-books and E-media for learning" and a national seminar in collaboration with Bodoland University.

Examination and Evaluation

Semester examinations are conducted by the affiliating

university. College conducts internal assessment of students
according to the university guidelines.

Library, ICT and Physical Infrastructure /Instrumentation

As a post-NAAC initiative, the college has encouraged the use
of ICT based techniques of study by all departments. Computers
have been allotted to different departments.

Research and Development

Encouraging research activities by faculty members, which have
resulted in their national and international publications.
Publication of an annual research journal having ISSN
2455-6637.

Human Resource Management

College organized workshops and FDP to enrich the staff and for
the students different competitions.

Industry Interaction /Collaboration

Faculty members have collaborated with national and
international eminent academicians and researchers and
published research papers in the current year and trying to
collaborate with industries.

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

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

The functional organisation of Barama College may be broken
down into two parts: academic (Bodoland University) and
administrative (Directorate of Higher Education, Assam). The
Governing Body is the College's decision-making body. It
consists of the President, who is nominated by the Bodoland
Territorial Regions, teachers, non-teaching staff, guardian

representative, nominees of the affiliating university and others. The Principal, who also serves as the Secretary of the Governing Body, is in charge of the College. The Vice Principal is there to assist him in his duties.

The Committees' operations are coordinated by the IQAC, which ensures that the Committees' actions are in line with the Collegeaims. The College's teaching staff is appointed with the UGC's Criteria for the Recruitment of Assistant Professors in Colleges, and the same rules apply to their progress in their careers. The Service Conduct Rules of the Government of Assam apply to teachers as well. The rules of the Government of Assam are followed for non-teaching employees. The Grievance Redressal Cell of the College is in charge of the College's grievance redressal system. The Cell receives all grievances from students, teachers, and non-teaching staff andattempt to resolve the issue with assistance from the College administration.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
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	**B. Any 3 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

Benefits of Leave (As per University and Government rules)

Both teaching and non-teaching members are entitled to 12 days of Casual Leave and three Restricted Holidays. According to government regulations, teaching personnel can take up to 30 days off work to attend various Orientation/Refresher/Seminar/Workshops/Training Programs. Duty leave is also offered to non-teaching staff. Child Care Leave, Maternity Leave, Paternity Leave.Teaching employees can take up to three years of study leave.

Benefits of Retirement (As per the Government Rules)

GPF (General Provident Fund) permits employees to receive a pension after they retire, as well as a Group Insurance Scheme (GIS) for teachers and other staff.

Employees who joined the service after January 1, 2004 are covered by the National Pension Scheme (NPS). Earned Leave is redeemed.

Programs for Faculty Development:

Both teaching and non-teaching employees can benefit from Refresher Courses, Orientation Programs, and Short-Term Courses for professional development .

Supporting Structures

Canteen, Grievance Redressal Cell, Internal Complaints Committee, and Parking for both teaching and non-teaching personnel Clean drinking water facilities for all.

ICT Resources

Wi-Fi is available throughout the College. Students and faculty have access to two full-fledged computer labs. In the library and departments, there are computer facilities.

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)	<u>View File</u>

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

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

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	[View File](#)
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)	[View File](#)

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

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

12

File Description	Documents
IQAC report summary	[View File](#)
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**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

Self-Appraisal of faculty: The College asks the teachers to prepare a self-evaluation report every year before submission of AQAR and mandatorily before any proposal for promotion.It

reveals the involvement ofthe teacher in both academic and administrative activities. With the help of this appraisal form, a teacher can show continuous professional development like paper presentations, publications, seminars and conferences attended etc. The IQAC of the college with the help of a screening committee assesses the report submitted by the faculty and does an audit which is then forwarded to higher authority for proper action. This appraisal is used for Career Advancement of the teachers who are updated about their performance. The respective teacher is informed about the same and suggestions given. Appraisal of non-teaching staff: The College follows the performance appraisal procedures as per Director of Higher Education, Assam norms. Evaluation of teachers by Students: Students are given the opportunity to provide their feedback of the teachers. The feedback form which is prepared by the IQAC is available online and the link is provided to the students to fill the feedback questionnaire. The questionnaire is structured to elicit responses for parameters like curriculum, teachers, administration, infrastructure, communication skills, subject knowledge, discipline.

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits on a regular basis. Mechanism for Internal Audit and External Audit is as follows. Internal Audit: Internal audit is a continuous process which ensues after each and every financial transaction, whereby the college itself carries out the initial stage of the internal audit. In the initial stage, the officer in-charge scrutinizes and verifies the financial data. This is again scrutinized by the Administrative Officer and the Principal for clarity, authenticity, transparency and financial accuracy. Income/Expenditure is closely monitored by the Principal and the Section Officer (Accounts).Proper procedure for purchases is adopted. Quotations are called for and prices

are compared. External Audit: The external audit takes place annually after the completion of every financial year. The Chartered Accountant, who works as an auditor is appointed by the College. The program goes on for few days before the beginning of new financial year. The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified. Departmental Accession Register, Stock Registers/Purchase Registers are physically checked. The audit objections/compliance, if any, is handled by the Accounts Department.

File Description	Documents
Paste link for additional information	https://baramacollege.ac.in/wp-content/uploads/2022/03/Internal-and-External-Audit-Report____.pdf
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)

0.71

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

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

The college mobilizes funds for its regular activities and development from different agencies and individuals. The mobilized fund is optimally used by the college. Major sources of institutional receipts/funding: Most of the funds are through Government grant (RUSA Grant). Fees from students for

different programmes. Rent from letting out various parts of land/building: Photocopy shop Canteen Donation Fishery pond Coconut tree

Utilization of Resources The College has a Governing Body, Steering Committee, Library and various associated bodies which help in the preparation, division, allocation and utilization of funds. RUSA funds are deposited in a separate bank account. The utilization of these funds is ensured through PFMS. Fees received from students are used for development of the college, non-grant faculty and staff salaries, and are properly audited. Physical and Academic facilities are augmented for students. Library services and Sports services are strengthened. Laboratories are augmented and IT infrastructure is increased. Number of workshops and seminars are organized. The Steering Committee decides the policy and procedure for purchasing any item. Each item is purchased by comparing a minimum of three quotations received from different vendors. All purchases are done through a tender system. Each and every transaction is supported by the vouchers.

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

6.5 - Internal Quality Assurance System

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

Barama College has a wide field of institutional functioning through participation among all stakeholders especially faculty, students and the non-teaching staff. The IQAC plays an important role in ensuring quality of the functioning of all the units of the college. The two practices institutionalized by IQAC are: 1. ICT training and practice of the faculty: In 2020 in collaboration with Student Tutorials, IIT, Mumbai, IQAC organized another Faculty Development Programme on 'Learning MOODLE management"in order to make the faculty to apply ICT in offline classrooms or in online mode and to know and manage Learning Management System "MOODLE". This led the faculty members to adjust with the current pandemic situation, futuristic challenges and opportunities in the field of transaction of curriculum. Now the teaching faculty is

encouraged and motivated to develop anonlinedelivery to propagate ICT enabled culture amongst thestudents.

2. Practice of online seminar: IQAC of the college with help of the management came in collaborative activities with ICT Academy, Guwahati by a Memorandum of Understanding. In 2020-21, IQAC in association with ICT Academy organizedone webinar and a two day workshop on use of e-book and e-media were conducted.

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

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

The IQAC of Barama College has been trying its best to adopt some practices, which will ultimately bring dividends in quality education to the students with the help of some effective and meaningful teaching-learning process. Improvement in the academic and co-curricular activities of the College and its student in keeping with its vision and mission was reviewed time to time byIQAC and it attempted to achieve this by adopting two practices such as, 1.Academic Audits: Annually Academic Audit was done by IQAC the individual teacher and the departments are made to doanalysis of their performance based on results, projects, publications, evaluations, curriculum implementation and use of ICT in classrooms. Based on the audit, the IQAC suggests some measures for quality enhancement. 2. Feedback from stakeholders: Feedback was taken from the stakeholders like students, parents, teachers and alumni to facilitate teaching-learning reforms. It helps in finding the satisfaction level of the stakeholders about the institutional quality especially in academics. Student feedback of teachers is conducted regularly. Effective Use of ICT in Teaching and Learning IQAC has ensured that 7 classrooms are equipped with ICT facilities. In the past five years, after accreditation, new laboratories, buildings, sports infra-structure etc. have been constructed.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
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

As a leading college of Arts and Science in entire Baksa District of Assam, our vision rests on creating a safe space for the girl students and women and providing a gender sensitive and empowering education. The awareness of gender sensitization is not limited to classrooms alone. We pride ourselves in having created a vibrant campus environment that allows students to think critically, and question, act and resist creatively. The college has organised a number of events related to gender in the last few years. The Women Cell of the

college plays an important role in maintaining gender sensitivity on campus. The focus of the Women Cell has been to provide adequate space for students to engage in open discussions and think critically on various issues like women and labour, gender and sexuality, violence at home, influence of media, laws and rights, health and hygiene etc.The Women Cell carried out the Gender Audit In 2020, during the Covid-19 pandemic resulted lockdown, Barama College organised webinars addressing gender issues. Barama College has an Internal Compliants Committee, an Anti-sexual harassment committee, which are statutory body formed to register complaints of harassment and to undertake formal proceedings to resolve them.

File Description	Documents
Annual gender sensitization action plan	https://baramacollege.ac.in/wp-content/uploads/2022/03/Gender-Audit-Report.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://baramacollege.ac.in/wp-content/uploads/2022/03/7.1.1.-Measures-initiated-by-the-institution-for-the-promotion-of-gender-equity.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The college holds awareness campaigns for maintaining cleanliness and waste management both on and off campus from

time to time. Management of solid waste: Garbage bins in blue
for dry wastes and green for wet wastes are located across the
campus and in various academic departments for the collection
of ordinary solid waste products. As a result, wet and dry
waste are separated and disposed of separately. The burning of
sanitary napkins is used for disposal. During practical
classes, indiscriminate chemical usage is discouraged. Plastic
has been banned on the entire college campus. Notices are
posted at the front gate and other locations around campus to
encourage everyone to refrain from using prohibited plastic
goods. Paper bags are recommended instead of plastic bags.
Liquid waste management: To avoid stagnation, liquid waste from
sources of generation such as the canteen, laboratories, and
bathrooms is discharged into an appropriate drainage facility.
Cleaners are hired on a regular basis to ensure that the drains
are not clogged in order to prevent flooding. E-waste
management: Non-working computers, monitors, printers, memory
cards, mother boards, ink cartridges, and other e-waste are
stored in a separate e-waste stock room or repaired for future
use.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://baramacollege.ac.in/wp-content/uploads/2022/03/7.1.3.-Describe-the-facilities-in-the-Institution-for-the-management-of-the-following-types-of-degradable-and-non-degradable-waste.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	A. Any 4 or All of the above

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

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

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

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

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

Various programmes and activities are organised both by departments as well as different cells. The two units of National Cadet Corps (NCC), 30 Assam BN and 1 Assam BN, NCC Guwahati of Barama College is dedicated to creating a 'sense of patriotic commitment for national development. The NCC participates in the Republic Day Parade and both Independence Day and Republic Day are celebrated in the college. The college has an active National Service Scheme (NSS) unit where students engage in community service programmes. Through NSS, our students bring awareness in the marginalized areas and underprivileged backgrounds recognizing their Fundamental Right to Education. National productivity day, Poshan mah, Gandhi Jayanti, International Womens' Day, National Constitution day etc. are observed with a pledge to celebrate our glorious history of national integration. International Yoga Day has

been observed by the college through sessions on yoga practice. Our institution also believes that promoting religious harmony is very important to maintain peace in our diverse society. The sisters of Prajapita Brahma Kumari Iswariya Viswavidyalaya visited our campus and addressed students on the oneness of humanity and religious harmony.

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

Various programmes and activities are organised both by departments as well as different cells.

The two units of National Cadet Corps (NCC), 30 Assam BN and 1 Assam BN, NCC Guwahati of Barama College is dedicated to creating a 'sense of patriotic commitment for national development. The NCC participates in the Republic Day Parade and both Independence Day and Republic Day are celebrated in the college. The college has an active National Service Scheme (NSS) unit where students engage in community service programmes. Through NSS, our students bring awareness in the marginalized areas and underprivileged backgrounds recognizing their Fundamental Right to Education. National productivity day, Poshan mah, Gandhi Jayanti, International Womens' Day, National Constitution day etc. are observed with a pledge to celebrate our glorious history of national integration.

Visits to the Assembly are organised by the college. To promote the ideal of the Swachh Bharat Abhiyan, the college organises cleanliness drives like Swachhta Pakhwada. Our college also initiated the anti-plastic and green campus drive for sustainable environment. International Yoga Day has been observed by the college through sessions on yoga practice.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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

B. Any 3 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	View File
Any other relevant information	No File Uploaded

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

Barama College celebrates India's Independence Day by students, teachers and administrative staff with much fanfare all joins in the celebrations by the singing the National Anthem. Every year our students of the NCC wings take part in Republic Day Parade and bring fame to the college. As a tribute to the father of our nation, on 2nd October, the birth anniversary of Mahatma Gandhi, is observed by NSS and NCC. It familiarize students with the life and philosophy of Gandhiji. Dr. Sarvepalli Radhakrishnan's birth anniversary on 5th Sept,

observed nationally as Teacher's Day, is also celebrated at both the department and college level. National integration activities like Run for Unity and Unity Pledge are organized to honour the 'Iron Man of India' Sardar Vallav Bhai Patel. Our college also celebrates the Constitution Day which helps the students in their legal awareness. International Yoga Day and Barama College celebrates this day to acknowledge the transnational role of Yoga, which is an Indian knowledge system, in promoting physico-mental health. National Voter's Day, NSS day, NCC day etc. are observed to spread awareness about the importance of elections and the role of citizens.

Our institution celebrates festivals like Saraswati Puja and Bathou Puja.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	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.

BEST PRACTICE 1

1. Title of the Practice: Green campus for a Sustainable and Clean College

2. Objectives of the Practice (20 words)

The Green Campus initiative was started to foster a culture of eco-friendly practices and increasing the aesthetic value of the college.

3. The Context (30 words)

Barama College is related to nature since its birth, so initiated the green campus campaign. The campus is built in an area of 38.019 acre including two forests. A huge area is left

for natural habitat for biodiversity.

4. The Practice (50 words)

Cutting trees on campus is strictly prohibited and often our institution plants new trees especially in environment day and maintains 7 botanical gardens and two forests. Single use plastic is prohibited, Steel crockery is used and several awareness programmes were carried out to aware the students and faculties. LED bulbs are used in place of CFL.

5. Evidence of Success (40 words)

It is being witnessed by the greenery and a flowery environment of the campus. This initiative of the college brought the "Green Champion certificate" awarded by Mahatma Gandhi National Council of Rural Education. Single use plastic is not seen today.

6. Problems Encountered and Resources Required (30 words)

The main obstacle is finance including watering and manuring the crops for sustained yield and protection. An inadequate supply of plastic alternatives increases their cost which makes them less popular in society.

7. Notes (30 words)

It wants to encourage the student community to become the ambassador, committed to treasuring the campus environment and the neighborhood and organising healthy competitions between departments based on green practices.

BEST PRACTICE 2

1. Title of the Practice – Participation in Beat COVID campaign

2. Objectives of the Practice- This campaign initiated under MGNCRE were aimed to render the valuable services to COVID patients and their families during the pandemic.

3. The Context: The mission is part of the Mahatma Gandhi National Council of Rural Education's (MGNCRA) 'Beat Campaign,' which is run by the Ministry of Human Resource Development in India. Through Higher Education interventions, the council aims to foster a resilient rural India.

4. The Practice: MGNCRE's principal goal is to research rural society and economy through higher education institutions in order to meet developmental needs and local resources. The college has participated in "Each One Reach One" COVID Mission. Faculty members and students contributed their valuable services to the COVID patients, their family members during pandemic.

5. Evidence of Success: The college is now been recognized "Beat Covid Campaign Institute" and the Principal of the college Dr. Tiken Chandra Das is also certified for formation and functioning of NSS volunteer teams. This results indicate that the college is engaging the faculty and students in social activities.

6. Problems Encountered and Resources Required

Few members become victim of Covid-19 infection. The college administration faced difficulty to accommodate the student volunteers and it was problematic to tackle the situation. More over the parents are reluctant to send them for such activities.

7. Notes (Optional): Helping the COVID patients is a noble work and should be encouraged with proper precautionary measures.

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 eco-friendly campus which extends over an area of more than 115 Bighas of lands with calm green surrounding, side by fresh water pond harbouring abundance of local fish is conducive to the pursuit of academic activities. This blessing of the nature is fully taken care of neutralizing all evil forces by the college including both encroachers and environmental pollution. It is nurtured properly and acquired distinctiveness in waste management and presence of various flower gardens. There are three types of wastes produced in our campus liquid, solid and e-waste. Liquid waste is produced from washrooms and science

laboratories which is being drained through underground sewage system and is finally disposed of in an underground pit. E-wastes in the form of computers, batteries, CPUs etc. are kept in a store room. Non bio-degradable solid waste like plastics, polythene bags, junk food parcels are totally banned inside the campus.For solid waste, in front of the classrooms there are dustbins in green colour used for wet and bio-degradable wastes and blue colour meant for disposal of dry wastes.

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

7.3.2 - Plan of action for the next academic year

1. Organization of more national and International Seminar and Workshop.

2. Organization of Soft skill related workshop.

3. Career counselling cell will be made more effective.

4. IT cell will be formed for effective documentation.

5. Software in office administration and library will be made more effective.