



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

BARAMA COLLEGE

P.O. BARAMA, DIST. BAKSA, ASSAM
781346

www.baramacollege.ac.in

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Barama College, one of the premier institutes of higher learning at Barama area was established in the year 1971. The college was recognized by UGC under 2(f) and 12(b) of the UGC Act. All the activities of the college are carefully planned for the bright future of the institute and to foster the composite cultural heritage of the region. The college with the enrollment of 2152 students has the distinction of not only providing instructions in as many as 14 subjects. Apart from these, job oriented and market friendly vocational subjects like Mushroom Production Training and professional courses like Computer Application (BCA) along with Diploma courses in Computer Application, and post graduate course in Bodo are also offered. Besides, the college also runs the study centres of KKHSOU and IDOL (Gauhati University).

The college went through the 2nd Cycle of NAAC Assessment in 2016 with B+ grade and is due for reaccreditation in 2021-22 for the 3rd Cycle of Assessment. The College has decided to offer itself for assessment and accreditation and is preparing itself for the 3rd Cycle of Accreditation by National Assessment and Accreditation Council (NAAC). The SSR for Cycle 3 has been prepared by the College IQAC gathering requisite information from the internal as well as external sources and consolidating the same in the format provided by NAAC. The major portion of the information has been consolidated in the seven criteria devised by the NAAC and are summarized as below:

Vision

The College seeks to uphold the Institutional vision of striving to achieve the objectives of developing the college to become a notional centre of excellence of higher education for providing the benefit of value based education to all through more organized and scientific approach so as to meet the global challenges. The Governing Body of the College is the prime authority for College governance and the Principal serves as its Secretary. All major decisions and policies for future development need the approval of the Governing Body. The strategies of the Governing Body that have been put in place to achieve the vision of the college are as follows:

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

Different Committees and Cells are formed in the college to decentralize the functions and for a participatory system.

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.

Mission

Teachers are appointed as Conveners and members and student representatives are also a part of the Committees of the College. The Principal forms different committees under the convenorship of a teacher or a non-teaching staff with members from teaching staff, non-teaching staff and students for overall management of the various operations of the college such as, admission, academic coordination, conduct of examinations, promotion of research and extension activities, development of infrastructure-facilities, appointment of staff, maintenance of service records, encouraging cultural activities, implementation of healthy practices in the campus and spreading the spirit of national integrity and social responsibility.

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.

Teacher mentors are appointed for students in an attempt to bring out their best abilities. Every activity in the College is executed with the core values that the College has adopted such as Global outlook with regional focus. Commitment to social justice and national integration, conservation of locally available natural resources and cultural heritage with human and holistic approach are the important core values preferred by the college. The Students' Union of the College is an important contributor to the corporate life 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 management mobilizes funds for enhancement of infrastructure, laboratory, library and office equipment, apart from creating environment friendly campus/premise. 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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The lush green campus in a natural surrounding, which bagged the Green Champion Award is the utmost strength of the Barama College. This congenial green environment with enough space and serene beauty provides the necessary academic environment. The faculties are dedicated and energetic to deliver and well transaction of the curriculum for the academic development of the students. The friendly relation between the teachers and the students helps a lot in this academic development of the students. It is really amazing that our college campus is totally ragging free and, alcohol and tobacco free. Though set in arural area, there is the facility for pure drinking water, internet and uninterrupted power supply. To make the students of the college good and responsible citizens, the college goes on to counsel for their personality development. It is worthy to note that there are two units of NSS and two contingents under 1st Assam Bn and 30th Assam battalian respectively. The Barama College is the flag bearer of the cultural heritage, maintaining a comunal harmony since its inception.

Institutional Weakness

As the economic condition of the people where from most of our students hail, is poor, it hampers the college in the proper transaction of the curriculum. Again, as the students are from different communities, caste, language group and creed, the college has to face the problem of communication gap. This language barrier also creates problem in developing a friendly relation and togetherness among the students. The unsatisfactory behaviour on

the part of the students as they belong to different cultural groups and traditions, at certain points is one of the weaknesses that we must admit. It is important to mention here that though the college provides necessary equipments and infrastructure for internet, yet the browsing speed is very poor. The poor economic condition, mentioned earlier increases the drop out rate of the students in different programmes.

Institutional Opportunity

The potential to collaborate with different institutions provides ample scope to promote and create a more harmonious and peaceful knowledge transaction through its students. Highly qualified, efficient and committed faculty members are capable of organizing and conducting high quality seminars, workshops, conferences is an added opportunity to further partner with eminent institutions. This is sure to make teaching-learning more effective and contribute to the various fields of education. With the recent employment trends that require a more highly skilled workforce, Barama College can initiate professional and job-oriented courses that meet the current needs of the society. Senior and retired faculty members are equipped with knowledge and skills to train and conduct FDPs that induct the younger generation of students and faculty into the high quality of teaching and learning skills that stem from the timeless values and ethos of Barama College.

Institutional Challenge

Although the College offers one PG courses in Bodo but research is not conducted at the level of the institution. The admission and examinations are controlled by the Gauhati and Bodoland University. It is a challenge to obtain the Grants and Funding for pursuing research projects. Barama College caters to a large number of students who hail from the economically weaker sections of society, many of whom are first generation learners. The challenge of meeting their day-to-day educational and personal needs is an urgent and immediate need. The initiation of any new academic programme requires a long and complicated procedure for getting permissions from the concerned authorities. The demand ratio for some courses remains high leading to mismatch between the intake and the institutional capacity some times. The change in societal values and to increase the literacy rate of the area presents a challenge to the service motto of the College.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college has a clear vision for learning, research and extension as well as to be an instrument of change for peace, progress and prosperity for all. The college makes every effort to realize its mission of developing competent human resource through quality education, by creating innovative educational environment and promoting creativity to develop skilled human resource. To provide better chances for distributing available educational opportunities, the college has made efforts to diversify the courses in tune with the diversifying interests and career opportunities. The college has introduced one market demanding course- BCA that is introduced only in few colleges of the state. The college has also introduced post graduation course in Bodo. The college provides opportunities for better exposure to the students by conducting field trips, training programs, etc. Further, career counseling programmes, skill development programmes are also conducted by inviting resource persons from various institutes. To make the teaching and learning more innovative and

interactive, the college has equipped a little with the modern gadgets like LCD projectors and other ICT tools. The college has also devised state of the art Attendance Monitoring System for the teachers and the office employees. However, it is pertinent to mention that the college is supposed to teach the curriculum designed by the affiliating university. But, the institute makes effort for curriculum improvement through its representatives participating in the meetings organized by the affiliating university and providing suggestions and inputs for revision of the syllabi in the way to meet the needs of the students and as per the demand of time. The College has a committee- 'Academic Cell' to look after the effective implementation and timely completion of prescribed syllabi in various disciplines and to take care of all the matters relating to the academic field. The college in future would like to make suggestion to design the curriculum in such a way that it offers diversity and flexibility to learners to a greater extent.

Teaching-learning and Evaluation

About the teaching-learning process of the institute, it is important to note that the teachers are able to create enthusiasm, ignite passion and generate curiosity among the students. The teachers are deputed off and on to participate in conferences, seminars and symposia, orientation, refresher courses, etc. to boost their teaching skills and make their teaching more innovative, effective and a joyous activity by the use of ICT tools in the classroom.

The admission process is managed by Admission Committee of the college. The committee is responsible for designing Admission Form and Prospectus and counseling of the students at the entry level. The admission into different programmes is based on the merit in the qualifying examination. The reservation for students belonging to different categories is as per the state government reservation rules. To cater to the diverse needs of the students various subject combinations are offered, as instructed by the university, so that the students can choose the combination of subjects according to their liking and competence. The admission process is followed by academic calendar which facilitates students for participation in various curricular and co-curricular activities. The admission committee also designs general time table. IQAC of the college supported by the devoted and energetic faculty members monitors all the curricular, co-curricular and extra-curricular activities in the college and ensures to provide all the necessary support to teachers and students for creating a better teaching-learning environment.

Research, Innovations and Extension

The college management encourages the teachers to submit research proposals, project proposals and to conduct research for which a 'Research Cell' is there in the college to facilitate the research and extension activities. The committee organizes workshops and sensitization programs to create research spirit among teachers and students. The cell also works for publishing a research journal annually from the college which includes the research activities of the teachers of the college as well as the works of other college teachers and students. Many teachers in the college have published their research papers in reputed National and international journals with good impact factors.

The institution is also actively involved in extension activities to help society in its development. There are two NSS units in the college and two contingents of NCC under 1st Assam Bn. and 30th Assam Bn., through which the college renders social and community services. Besides, organizing blood donation camps, environmental awareness programs and helping in disaster management, the college adopted a village namely 'Bhogpur' for one year and at present, another village 'Alagjhar' is adopted by the college for three years.

Infrastructure and Learning Resources

The institution has a clear cut policy for improving the infrastructural facilities including the installation of modern teaching-learning equipment which is sure to facilitate teaching-learning process. The college has around 20000 sq.ft. built up area, spread over more than 115 bighas of land and a few more structures are under construction. These structures house 44 class rooms, with proper lighting and ventilation, and proper seating arrangement and, 7 ICT enabled class rooms, a state of the art auditorium with a seating capacity of around 1000, two conference halls, automated library with more than 39745 books and 2 journals, e-journals and e-books, and one computer lab with 20 computers installed in it having internet facility, 5 laboratories equipped with good amount of instruments, one girls hostel with a capacity of 21 boarders, one indoor stadium, gymnasium hall, canteen, first aid centre, girls rest/recreation room and many washrooms. The college provides safe drinking water facility through installation of aqua-guards in the canteen of the college. Uninterrupted electricity supply is ensured in the campus with the help of two 65KV Gen Sets, and many inverters and UPS systems. The college has a botanical garden and many lush green lawns to beautify its campus, besides a large playground for outdoor games and athletics. The digital Notice Board just at the entrance of the Administrative Office is one of the significant additions in the college as it lessens the paperwork. In IT infrastructure, the college is equipped with more than 80 computers out of which more than 40 computers are internet connected.

Student Support and Progression

Once admitted in the college, the students are taken care of by providing various facilities in the form of indoor and outdoor sports facilities, encouragement for participation in co-curricular activities. Apart from these, 'Student's Welfare Cell' of the college provides financial support to deserving students from the college and also assists them to get benefitted from the State Govt. and Central Govt. sponsored scholarship schemes. The institution publishes its updated prospectus, which highlight the facilities available in the college having information about different committees of the college, Annual Calendar, NSS and NCC, library facilities, sports facilities and career counseling, etc. The college provides all the necessary help to the student's union- Barama College Students' Union Society in bringing out its annual magazine "*Barama College Magazine*" which provides a platform to give vent to their creative writing that highlights the student's curricular, co curricular and extra-curricular activities. The college has well established 'Career Counseling Cell' for guiding students towards a better career. For the support and care of female students, the college has a well developed 'Women Cell' that looks into different matters of girl students.

Students from socially and economically weaker sections of the society as well as physically challenged students get fair amount of attention in admissions, financial support, remedial coaching and career counseling. In addition, the institute has granted membership of students in various administrative bodies of the college such as 'Grievance Redressal Cell', 'Library Committee', IQAC of the College, etc.

Governance, Leadership and Management

The college is a government run institution and so, its management and organization is decided and controlled by the State Government. The principal is an employee of the State Government as are the other staff members and, is the local head of the institution. The Principal sets internal policies and programs- purchasing books, equipments and other necessary expenditure of the college in consultation with the association of Heads of the Departments, Coordinators of various Cells, Conveners of different Committees, librarian, hostel

superintendents and senior member of non-teaching staff. The college has well defined policies with clear goals for improving academic quality and infrastructure. The college interacts with students through a feedback mechanism apart from students' participation as members in different administrative committees. The society inputs are obtained from teacher-parents meet and from the meeting with alumni association. The organizational change for internal matters is affected by the head of the institution. However, changes at higher level of the organizational hierarchy are carried out by the Higher Education Department of the State Government.

The college has a well established IQAC which is instrumental as a part of all developmental decisions of the college including infrastructural and academic development. The IQAC frames a schedule of meetings at the beginning of the session. In the scheduled meetings, the academic progress, attendance records, quantum of syllabi completed, tutorials, assignments and student's progression, etc. of the departments are discussed and necessary measures are taken. The departments are also assessed for their infrastructural needs.

Institutional Values and Best Practices

The institution has introduced following innovative approaches during the last five years:

- To make use of ICT in teaching-learning process by constructing smart classrooms to make the teaching more dynamic and interactive.
- To conduct gender sensitization programmes for creating awareness about educating a girl child, and women development, through women development cell.
- To establish student-college relationship using social media, like face book, and feedback forms.
- To monitor of academic progress of different departments by IQAC to assess the academic progress.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BARAMA COLLEGE
Address	P.O. Barama, Dist. Baksa, Assam
City	Barama
State	Assam
Pin	781346
Website	www.baramacollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Tiken Chandra Das	03624-282437	9435701802	03624-282437	baramacollege1971@gmail.com
IQAC / CIQA coordinator	Abul Faiz	03624-295726	9859144127	03624-282543	iqacbaramacollege@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	05-02-1971

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Bodoland University	View Document
Assam	Gauhati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	09-01-1991	View Document
12B of UGC	09-01-1991	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	P.O. Barama, Dist. Baksa, Assam	Rural	71.4	20000

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	HS	English + Assamese	50	23
UG	BA,English	36	HS	English	40	34
UG	BA,Bodo	36	HS	Bodo	60	56
UG	BA,Political Science	36	HS	English,English + Assamese	40	37
UG	BA,Economics	36	HS	English,English + Assamese	25	13
UG	BA,Philosophy	36	HS	English + Assamese	60	55
UG	BA,Education	36	HS	English + Assamese	56	51
UG	BA,History	36	HS	English + Assamese	20	2
UG	BSc,Geography	36	HS	English	20	20
UG	BA,Geography	36	HS	English	30	28
UG	BSc,Mathematics	36	HS	English	45	42
UG	BA,Mathematics	36	HS	English	5	0

UG	BSc,Physics	36	HS	English	55	53
UG	BSc,Chemistry	36	HS	English	55	54
UG	BSc,Botany	36	HS	English	50	49
UG	BSc,Zoology	36	HS	English	64	64
UG	BA,General	36	HS	English + Assamese	500	392
UG	BSc,General	36	HS	English + Assamese	275	43
UG	BCA,Computer Science	36	HS	English	20	15
PG	MA,Bodo	24	BA	Bodo	40	40

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				4				41			
Recruited	0	0	0	0	1	3	0	4	19	11	0	30
Yet to Recruit	0				0				11			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				20			
Recruited	0	0	0	0	0	0	0	0	7	13	0	20
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				20
Recruited	17	3	0	20
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	2	0	5	6	0	13
M.Phil.	0	0	0	0	2	0	11	6	0	19
PG	0	0	0	1	3	0	19	11	0	34

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	12	0	19

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1150	0	0	0	1150
	Female	949	0	0	0	949
	Others	0	0	0	0	0
PG	Male	17	0	0	0	17
	Female	36	0	0	0	36
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	45	29	39	44
	Female	24	16	23	17
	Others	0	0	0	0
ST	Male	610	553	650	630
	Female	619	554	563	484
	Others	0	0	0	0
OBC	Male	158	122	173	138
	Female	111	111	101	100
	Others	0	0	0	0
General	Male	247	218	240	278
	Female	216	153	158	153
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2030	1756	1947	1844

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Multidisciplinary/interdisciplinary is at the core of the teaching programmes at Barama College. The college is always striving for a multidisciplinary approach in its academic activities. The present syllabus offered by the affiliated university under CBCS, makes the students to undertake project work in the concerned subject. Now, the college is planning to make the students undertake the project in the subject other than the subject/subjects, he/she is studying. Again, as the college runs programmes both in Arts and Science, there is an ease of implementing interdisciplinary study in the college depending on the availability of seats in a particular subject as well as on the basis of guidelines to be</p>
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	<p>provided by the affiliating university for the implementation of NEP 2020. To get ready for the implementation of NEP 2020, a 'One-Day Workshop on NEP 2020' was organized by the IQAC of the college.</p>
2. Academic bank of credits (ABC):	<p>The college has not registered for ABC yet; but, we are preparing for the digital repository of credits earned by the students for the proper implementation of NEP 2020 to help the students in study according to their time preferences. The college is planning to make suggestions to the affiliating university for offering minor degrees that would allow the students to study the particular subject in the institution they prefer and to make some courses compulsory from the given choices run by SWAYAM, NPTEL, etc.</p>
3. Skill development:	<p>Barama College is imparting vocational course in Computer Application for a long time to develop student's skill of computer enabling them for self-employment. The college is planning to continue this programme with the implementation of NEP 2020. Further, the college started a training course on 'Mushroom Cultivation' for the aspiring youths of the area to make them engaged and achieving success in mushroom production. With the implementation of the NEP 2020, the college is going to introduce some more vocational courses for the benefit of the students. For the development of soft-skills and life-skills, the college conducts many workshops throughout the academic sessions. From the coming session, the college is planning to provide a space, for such workshops, in the Academic Calendar of the college.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The present syllabus for the literature subjects, provides a scope to its students at least to have an idea about some different languages and cultures of the country and arouses a sense of love and reverence for those different languages and cultures. This knowledge system is very much important in order to make students learn about Indian cultures and so, the college will approach the affiliating university for making this knowledge system compulsory for all the students in some ways. It is important to point out that, the literature subjects- Assamese and Bodo are taught in vernacular languages. For teaching the other subjects, the faculties use bilingual mode- English and Assamese. Because, there are students admitted in the college belonging to different language groups.</p>

5. Focus on Outcome based education (OBE):	Excepting the vocational courses, the college does not offer any courses on outcome based education. But, there is a planning to introduce a course on 'Communication Skill in English' that is sure to transform the curriculum towards outcome based education.
6. Distance education/online education:	The college is running a study-cum-examination centre of Krishna Kanta Handique State Open University (KKHSOU) and through this, the college offers under-graduate programmes in some courses in distance mode. Further, there is also the study-cum-examination centre of Institute of Distance and Open Learning (IDOL) of Gauhati University by which the college helps the students to undertake post-graduation studies in certain subjects in distance mode.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
536	536	422	422	422
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
20	19	19	19	19

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2108	1756	1947	1844	1656
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
1490	1490	1490	1490	1490

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
486	219	356	331	143

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
41	43	43	43	44

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
45	42	42	42	42

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 47

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
157.46	120.27	103.57	58.16	33.19

4.3

Number of Computers

Response: 80

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Delivery of curriculum is done on the basis of the programme on CBCS set by the Bodoland University depending on the resource potentiality, institutional goals and concern towards the students. The effective curriculum delivery consist of the following components:

Prospectus: A Prospectus designed by the Prospectus Committee with the help of Academic Committee disseminates all the information regarding the Programmes and Curriculums offered by the college.

Admission Committee: Admission Committee decides the date of admission and the seat allotment to a particular student to a particular subject and programmes on the basis of merit.

The Academic Calendar: An Academic annual plan is prepared by IQAC with the help of the Academic Committee which is displayed in the College Prospectus and Website. It is the student's guide to the College's schedule of curricular and cocurricular activities. Implementation of the plan is prepared in Academic Committee meetings with HOD of all the departments.

The Class Routine: Our College prepares a 'Daily Class Routine' including all the possible combinations of subjects taught in any given semester strictly in accordance with guidelines of subject credits and faculty load. This Time Table is also 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 which gives an insight how the classes will be handled throughout the semester.

Classroom Interactions: Every department of the college is provided with ICT and internet facilities for students and faculty for constant up-gradation of knowledge. Besides Chalk and Board method, some ICT enabled classes in google classroom, online quizzes etc. are also done for the benefit of the students. The individual department record student participation in seminars, outreach programmes, projects etc. which enriches the curriculum.

Effectivity monitoring: The Effectivity of curriculum implementation and delivery is done through class tests, home assignments, group discussions and seminar presentations. The Examination Committee with Academic Committee plans and conducts the Sessional and End Semester Examinations of the University. The end semester examination results are declared by the University.

Feedback: Student feedback on the curriculum, academic grievances, teaching-learning are collected. Similarly feedback from teachers, alumni and parents are also collected. Based on the feedback obtained, IQAC request the institutional authority to take appropriate action.

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

All the activities detailed above are executed to help students to achieve the learning outcomes and life skills.

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

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Academic calendar is prepared and adhered for conduct of Examination and other related matters. However, examination dates are fixed by the University. 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. The only difference occurs in local holidays and within the internal activities of the college. 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	Document
Upload Additional information	View Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
Response: 100	
1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.	
Response: 20	
File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years											
Response: 1											
1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.											
<table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2020-21	2019-20	2018-19	2017-18	2016-17	1	0	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17							
1	0	0	0	0							
File Description	Document										
List of Add on /Certificate programs	View Document										
Brochure or any other document relating to Add on /Certificate programs	View Document										

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0.1

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	0	0	0	0

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

1.3 Curriculum Enrichment

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

Response:

Cross cutting issues relevant to Professional Ethics, Gender, Human values, Environment and sustainability are integrated in the various curriculum as follows:

Professional Ethics: The college always adheres to its vision and accordingly tries to maintain the 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 has been engaging in the service of the female students, 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: Human values find emphasis in the College's encouragement of the practice of Yoga which is a curriculum topic for students of Philosophy Department. The practice of Yoga is popularized by observing the International Yoga Day of Yoga on June 21. A strong group of NSS volunteers are always engaged with the activities related to human values. 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 for students in the College in the second semester of each Bachelor Programme. Students also engage with environmental issues through the Eco Club which is a part of the National Green Corps, a major initiative of the Ministry of Environment, Forests and Climate Change, Government of India, for creating environment awareness. Programmes like Swachh Bharat Abhiyan whole heartedly implemented by the college with NSS wing. The College also observes World Environment Day, conducts Field Visit, major

part of the campus covering by forest promoting environmental awareness.

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

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.17

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
10	10	10	10	10

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document

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

Response: 11.86

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

Response: 250

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: B. Any 3 of the above

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

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**
- 4.Feedback collected**
- 5. Feedback not collected**

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 54.64

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1045	706	887	884	515

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1500	1470	1470	1470	1470

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 24.38

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
413	325	363	387	328

File Description

Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through conducting class tests and assignments. On the basis of these, 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: All the departments through some academic and co-curricular activities inspire the advanced learners to increase their potential. 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 are suggested advanced readings in the relevant topics to enhance their understanding of the subject. They are also engaged in group discussions and departmental seminars for achieving perfection in different fields. The College library provides the Inlibnet 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	Document
Upload any additional information	View Document

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

Response: 51:1

File Description	Document
Any additional information	View Document

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**Response:**

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	Document
Upload any additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**Response:**

Teaching-Learning process of the College is enriched by some ICT enabled technology. Most of the teachers try to make the best use of the technology in their teaching process. Some of the teachers have the knowledge already and some are trained by the college with the help of organizing some Faculty Development Programmes. Their skills to use new digital tools to help the students achieve and increase higher academic qualifications. As it is well established that ICT has enabled better and swifter communication and presentation of ideas through these technology is a more effective way. Collecting information from various sources by the teachers and its transaction with the students become easier to help the students to enhance their knowledge database. 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 and learn and teach the updated information. The college has few ICT enabled Classrooms having Desktops, Laptops, Projectors which helps in the e-learning process. Some teachers use and share E-books which are very useful for the students as they save the cost.

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 via INFLIBNET to teachers. This provides resources to enable them to do research activities and completion of the student projects. The digital library also helps in accessing information from anywhere in the world, easy search and retrieval of information, etc.

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. Presentations are the best way to make notes as they can be updated with the latest changes in the knowledge, presenting diagrams, charts, etc.

Teachers have started taking lectures online on Google Meet, Zoom, Microsoft Teams, etc. FDPs are conducted to enable/familiarize the teachers with these 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.

Teachers most often use ICTs for 'routine tasks' like lesson planning and for a digital notice board.

File Description	Document
Upload any additional information	View Document

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

Response: 59:1

2.3.3.1 Number of mentors

Response: 36

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

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100.6

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 27.21

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
14	12	12	12	08

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 19.76

2.4.3.1 Total experience of full-time teachers

Response: 810

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

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. To bring transparency the details of the assessments are discussed with the students to focus on individual and original work.

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 outcome of the course that a student undergoes can be assessed by considering the following parameters.

Method of Internal Assessment: 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. The individual teachers of the departments prepare the question papers and submit to the Head of the Department. The academic coordinator conducts the examination with the help of an Examination Board formed by the Principal.

Transparency in Internal Assessment: The college conducts the examinations as per the University rules and regulations with allotment of invigilators, closely monitoring the process. Once the tests are completed the answer scripts are allotted to the teachers of the particular department for evaluation. After completion of the evaluation, the answer scripts are given back to the students for scrutiny and discuss the probable answers of the questions asked in the question papers. If there are no grievances regarding the allotted marks then the departments submitted the internal marks to the Examination Board and finally the Board submits it to the University for inclusion in the end semester examination.

Robust Assessments: The attendances of the students are recorded well ahead of the Internal Assessments. Discussion on student performance in assignments and tests is done in the class. If anybody wants to appear for retest due to bad performance or due to absence then they are considered for that. Result of the tests are displayed in notice board.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The final exam for each paper has 80% weightage of overall assessment and the remaining 20% constitute

internal assessment marks.

The Internal Assessment forms a part of a continuous evaluation system conducted through Sessional Tests, Assignments, Field Visits and Attendance. All of these together constitute an integral part of Internal Examination. 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 students can approach directly to the concerned teacher in case of any clarification or discrepancy in the internal examination marks. The teacher try to solve the grievance of the students, if is beyond his capacity then the HOD with Principal is consulted by the concerned teacher for an amicable settlement. The evaluated papers related to internal examination consisting of class tests, assignments, projects, etc. are returned to students for a brief scrutiny and then again taken back for record keeping. The final Internal Assessment marks are reviewed by the Departments. If any discrepancies are reported instead of scrutiny then it is immediately reported to the University by the College. 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 Controller of Examination through the Principal of the college.

In addition to that the College has a Grievance Redressal Cell, which maintains a Complaint Box. Students can put their grievances in writing on any issue, including internal evaluation process in the drop box. The box is periodically checked by the members of the Cell for any type of internal examination related grievances.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

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. These are also prominently featured on college boards, college magazine and other publications brought during conferences and seminars. 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 outcome which are

designed by the University of affiliation.

Teachers are also well communicated about the outcomes. The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes.

Keeping the mission as the basis, the college through the courses offered impart quality education and undertakes some measures leading to specific outcomes.

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. Motivational sessions are conducted during the year to keep the students focused in their learning outcomes.

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. The departmental Heads monitor the progress of the topics in the syllabus covered by each teacher.

End semester results are displayed by the affiliating university in their website.

The desired outcomes of the programmes run by the college are displayed in the college website as well as the College prospectus.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Past link for Additional information	View Document

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

Response:

The college continuously assesses the performance of students through various methods to know the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

During the evaluation process the Programme Outcomes, Programme Specific outcomes and Course Outcomes of the relevant programme through direct evaluation process are obtained through University Examinations, Internal Assessment, Sessional Examination and home assignments. The faculties record the performance of each student on each programme outcome. At the same time remedial coaching and delivery of study material through WhatsApp is also provided to slow learners for their better progression. 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. At the same time, observations of student knowledge and skills against measurable Course Outcomes are evaluated throughout the year.

Assessment of attainment:

1. End Semester University Examination: The affiliating University conducts examinations as per semester through which the institution measures programme outcomes based on the course attainment level fixed by the programme. 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. Students are assessed and evaluated throughout the year at institutional level through Sessional test and the performance of the student is analyzed for assessing the attainment level of Programme Outcomes and Programme Specific Outcomes.

3. Feedback Evaluation: The Institution collects feedback from Students, Alumni, Employers and Parents which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of programme, subject, courses and syllabus outcomes and to understand the impact of teaching learning process.

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: One of the most important parameter to measure attainment of POs, PSOs and COs is through progression of students towards higher studies in educational institutions in India. Another is the employability and record of placements of students upon successful completion of their degree programme. The college has a vibrant Career Counselling Cell acting as an incubation centre which caters to the demands of Government and different Industrial sectors.

2.6.3 Average pass percentage of Students during last five years

Response: 51.02

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
177	100	191	179	140

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

2020-21	2019-20	2018-19	2017-18	2016-17
339	231	344	331	280

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 0

3.1.2.1 Number of teachers recognized as research guides

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	15	15

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The institution has developed its own distinctive ecosystem for creation and transfer of various forms of knowledge, both within and outside.

1. Career Counselling Cell: The institution has a career counseling cell which inspires the students by organizing several motivational training in different field.

2. Publication of Research Journal: There is a research cell in the college which deals with the publication of a research journal for creation and transfer of Knowledge. The institution has set up its own publication unit in 2015 in the name of Barama College Research Journal. It has been undertaking various initiatives to publish noted literary creations and disseminate such publications amongst the society at large. The departments of Assamese and Bodo have been publishing several booklets for transfer of knowledge. Apart from these an annual college magazine “Barama College Magazine” is also published by the students.

3. Library automation: Initiative has been taken to upgrade the college library to a fully automated by purchasing the software “SOUL” for up-gradation of the student for acquiring knowledge.

4. IQAC initiatives: The IQAC has taken initiative to organize some industrial training in collaboration with District Industry Development Corporation. Several webinar and national seminar was also organized for dissemination and sharing of knowledge. Two days National Virtual Powered Seminar on “The Effective Use of E-books and E-media for learning” was also organized on 11-12 June/2021 where the resource persons were: Mr. Abhay Ranjan, Founder of ICT Academy; Dr. S. Seshadri, Secretary-International Federation for Theatre Research; Mr. Subhajit Bhattacharya, Senior Programme Manager, Innovation & Strategic Programmes, Accenture; Mr. Narendra Kumar N, Senior Manager, ICT Academy.

Two day training programme on Mushroom Spawn Production and Cultivation was also organized on 28-29 December/2021 and Resource Person was Mr. Bahrul Islam, Retd. Chief Technical Officer, ICAR, Meghalaya.

File Description	Document
Upload any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years**Response:** 47**3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
22	12	8	2	3

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards**3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years****Response:** 0**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years****3.3.1.2 Number of teachers recognized as guides during the last five years**

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**Response:** 0.44**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	5	8	1

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.93

3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	12	11	7

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

Barama College organizes extension activities in the college campus and neighborhood community that sensitizes students towards social issues which inculcate social values for their holistic development and commitment to society. A brief description of some of the student societies are as follows:

National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports that aims to develop the personality of student volunteers through community services and to make them sensitive and responsible human beings who are aware of the socio-economic realities of India. Barama college before its affiliation to Bodoland University, was an affiliated college under Gauhati University. Since then we have 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 in the field of rural education, cleanliness and hygiene. During the time of peak period of the pandemic COVID 19, the volunteers of NSS jumped into the service of the people of the community quarantine centre temporarily established at our college and got recognition certificate from different agencies.

Women Cell brings about awareness and sensitivity to the students to work for the gender equitability for women through various activities. 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.

National Cadet Corps (NCC) –The Youth wing of the Indian Armed Forces trains young students to live a life of discipline and service to society through various activities including residential training camps.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.

Besides these societies, departments also conduct Seminars, Workshops, Field trips etc. to sensitize the students and most teachers work towards inculcating these values in their classroom teaching.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 10

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
8	1	0	1	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 21**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
5	10	6	0	0

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**Response: 10.32****3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
253	450	272	0	0

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year****Response: 20**

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
12	2	2	2	2

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 11

3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	2	2	2

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - 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.

Response:

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 with projectors 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	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

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 Ahuja sound system with four speakers, two amplifiers. 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 firefighting system is in place. An Indoor stadium was established with a view to organize some indoor games like Judo, Badminton.

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. An equipped gymnasium hall is open for the students and staff.

The gymnasium hall has latest equipment and machines.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 14.89

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 23.64

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
28.29	12.25	15.56	16.16	15.68

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

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. The Database Maintenance module covers all operations of database creation and maintenance. It takes records from the acquisition module for the books recently acquired. The key features of the module are duplicate checks with on-screen record comparison, provision to scan and add News, Paper Clipping, Article Indexing and Accession register printing. Additionally, the software has an excellent Support and Updates system.

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

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books

5.Databases**6.Remote access to e-resources****Response:** B. Any 3 of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**Response:** 0.18**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.177	0.177	0.177	0.177	0.177

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**Response:** 13.68**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 294

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

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. The institution provides access to desktop systems and laptops to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning. 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. Laptops are functioning on open office. Office automation packages like Open Office, MS Office and Antivirus are purchased by the college and updated regularly.

File Description	Document
Upload any additional information	View Document

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

Response: 26:1

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

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 250 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 16.09

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

2020-21	2019-20	2018-19	2017-18	2016-17
14.94	15.65	12.47	11.12	8.89

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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.

Response:

Our college tries its best to utilize the available financial grants for maintenance of different facilities by organizing regular meetings of different sub-committees constituted for this purpose.

1. Laboratory: The College has Laboratories in different departments which are maintained by Laboratory Bearer. When a need arises in the department regarding any equipments or reagents, the head of the department first give requirement application on the basis of the necessity to the Principal of the college. Then the Principal ordered to buy the items. Equipments and reagents purchased at different times are recorded in a specified book, called stock book maintained by the heads of the departments. Repairing of the instruments is done by self or technician if and when required.

2. Library: For the management of the library we have a library committee which meets time to time to implement new rules and regulations as well as to take decision on the type of books to be bought. 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.

Accounts of visitors including Students, Teachers and other Staff are recorded on daily basis. A suggestion book is kept inside the reading room for taking feedback. To ensure easy return, it is made compulsory to return the books issued to the students before filling the form for final exam. Journal/Magazine, Daily Newspapers, Employment oriented Newspapers are subscribed on a regular basis. Students are given awareness about digital database. Library books are well stacked in accordance with the rule. "SOUL", software, is incorporated in the library for proper management of the records.

3. Sports complex: In the student union body there are two portfolios i.e. major and minor games secretary and both the portfolios are allotted two teacher in-charges for proper monitoring of the sport activities and the overall sports complex. Sports equipments are purchased when required. Players are provided with different essential playing kits from the college. The college has a big play ground and a well maintained Indoor stadium. Sports gear of approximately 10 lakhs has been bought in 2019-20 from RUSA grants. A large gymnasium hall has been constructed and in operation from 2019-20, constructed by college fund. 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.

4. Computers: The College has two computer centres with lab and the programme BCA has been running successfully. There is a well stock of about 80 computers and few laptops. In each of the department a desktop computer with printer and internet connection is supplied for effective ICT application in curriculum delivery. Besides these, the number of digital classrooms is increased to 7 and all are provided with projectors and laptops. Cleanliness and proper hygiene is strictly maintained in the laboratories. 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.

5. Classrooms: There is a steering committee and a building construction committee in the college which plays active role to maintain the infrastructure. After getting funds from Government agencies or from any other sources, Principal forwards the plan of action to the building construction committee for execution. Now there is a casual sweeper for cleaning of campus. A casual electrician is engaged for maintaining and servicing different electrical connection and operating generators when there is power cut off. A full time casual Gardener is also engaged for weeding, planting, pruning and watering as well as the general maintenance of the garden and greenery. The classrooms are also kept clean by the workers. Moreover, the college for its security reason engages two security guard and 24 hour CCTV surveillance. The Management regularly reviews the maintenance of infrastructure. 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.

6. The canteen was restructured into an open-kitchen canteen where the food is prepared and served hygienically by 5-6 workers looking into sanitization norms.

The College has a team of efficient and experienced gardeners in contractual basis to maintain the green campus of the College.

File Description	Document
Upload any additional information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 55.69

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
2790	1366	431	214	572

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

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

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 25.72

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

2020-21	2019-20	2018-19	2017-18	2016-17
637	800	700	200	100

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

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

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.95

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
10	4	1	2	0

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 18.93

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 92

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 20

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	4	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	4	0	0

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 31

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) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
13	5	11	0	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

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	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 32

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

2020-21	2019-20	2018-19	2017-18	2016-17
32	32	32	32	32

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

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

Response:

Barama College Alumni Association is a non-profit making registered Society, under the Assam Co-operative Societies Act, 2007 (Act No. IV of 2012), with Reg. No. M-45/2021-22/CH.28-2-2022. The Association is dedicated to bringing the alumni on a common platform to build another channel of professional support to members through “Self Help” within the community.

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 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 is open to all the former students and staff of the college who pay a life membership fee of Rs. 100/-. At present Rs. 100/- is the fees for membership but the Executive Committee shall decide the

membership fees which will be reviewed after every 5 years. Subscription fees, gifts, contributions and donations received by the Association in line with the objectives of the association. Bank accounts shall be opened and operated jointly by the President and the Treasurer. The General Body shall meet in the form of Annual General Meeting (AGM) and if required then as a Special General Meeting (SGM). The Annual General Meeting of all the members of the Association shall be held every year preferably within six months from the closure of the financial year. A notice at least 15 (fifteen) days ahead of AGM with Agenda shall be sent to all members of the Association. Incidental non-receipt of the notice by any member shall not invalidate the meeting. General meeting will confirm the proceedings of the previous AGM and any Special General Meeting held during the year. It will endorse the Audited Accounts approved by Executive Committee. All decisions and resolutions at the AGM shall be adopted by a majority of the members present. The President shall be the Chairperson of all the AGM and SGM of the Association. In absence of the President, Vice-President shall act as a Chairperson. However, if there is no quorum for 30 minutes from the scheduled time of meeting, then the same meeting shall be reconvened thereafter considering the members present as quorum.

There shall be an Executive Committee to manage the affairs of the association consisting of 10 members including ex-officio members. The general body will select/elect the members of the Executive Committee. The EC will have minimum 10 members including ex-officio members.

The EC shall constitute the following members:

Patron: President of Governing Body of Barama College (Ex-officio)

Chairman : Principal of the college

Secretary: Senior Teacher of the Association as nominated by the General body.

Executive members: 6 from Alumni, Executive Member

File Description	Document
Upload any additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: D. 1 Lakhs - 3 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - 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

Response:

The College seeks to uphold the Institutional vision of striving to achieve the objectives of developing the college for providing the benefit of value based education to all through more organized and scientific approach so as to meet the global challenges. The Governing Body of the College is the prime authority for College governance and the Principal serves as its Secretary. All major decisions and policies for future development need the approval of the Governing Body. The strategies of the Governing Body that have been put in place to achieve the vision of the college are as follows:

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

Different Committees and Cells are formed in the college to decentralize the functions and for a participatory system.

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

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.

Teachers are appointed as Conveners and members and student representatives are also a part of the Committees of the College. The Principal forms different committees under the convenorship of a teacher or a non-teaching staff with members from teaching staff, non-teaching staff and students for overall management of the various operations of the college such as, admission, academic coordination, conduct of examinations, promotion of research and extension activities, development of infrastructure-facilities, appointment of staff, maintenance of service records, encouraging cultural activities, implementation of healthy practices in the campus and spreading the spirit of national integrity and social responsibility.

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.

Teacher mentors are appointed for students in an attempt to bring out their best abilities. Every activity in the College is executed with the core values that the College has adopted such as Global outlook with regional focus. Commitment to social justice and national integration, conservation of locally available natural resources and cultural heritage with human and holistic approach are the important core values preferred by the college. The Students' Union of the College is an important contributor to the corporate life 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 management mobilizes funds for enhancement of infrastructure, laboratory, library and office equipment, apart from creating environment friendly campus/premise. 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	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

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. Principal is the member secretary of the Governing Body (GB) and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers' unit.

2. Faculty level

Faculty members are given representation in various committees/cells appointed by the Principal. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different committees formed for different function:

- a) Admission Committee
- b) Planning Committee
- c) Examination Committees
- d) Academic Committee
- e) Students' Welfare Committee
- f) Class Routine Committee
- g) Library Committee
- h) Student Union Election Committee
- i) Extension Education Cell
- j) Women Cell
- k) Career Guidance Cell
- l) Grievance Redressal Cell
- m) Canteen Management Committee
- n) Research and Publication Committee
- o) Anti-Ragging and Anti Sexual Harassment Committee
- p) SC cell q) ST cell r) Minority cell s) OBC cell

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.

? President

? General Secretary

? Assistant General Secretary

? Cultural secretary

? Major Games Secretary

? Minor Games Secretary

? Boys' common room secretary

? Girls' common room secretary

? Debating and Symposium Secretary

? Gymnasium Secretary

? Literary and Magazine Secretary

Non-teaching staff are represented in the governing body and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

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, framing guidelines and rules & regulations pertaining to admission, examination, discipline, grievance, support services, finance etc.

? To execute the policies taken by the management, faculty members engaged them by sharing their knowledge and experience with the students and other staff members.

? For operation of any activity, the Principal interacts with government and external agencies & faculty members helps to maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, extracurricular activities.

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Curriculum Delivery:

Curriculum designing and development is decided by the affiliating university viz. Bodoland University. 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:

Improvement of teaching and learning method: IQAC organized a two day workshop on “The Effective Use of E-books and E-media for learning” a national seminar in collaboration with Bodoland University.

Field tours organized by Botany, Zoology and Geography department to different natural habitations of wild animals and to advanced institute.

Examination and Evaluation:

Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines. Sessional tests, student seminars, group discussions, home assignments, practical examinations etc. are conducted by the departments to evaluate the students.

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. The physical infra-structure, renovation and up-gradation of laboratories, subscribing journals for the central library, academic building construction, purchase of new computers, printer etc. have been proposed in the DPR of RUSA scheme and is almost going to be completed.

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:

Students are encouraged to participate in different extra-curricular activities to increase their skill and experience.

College organized workshops and FDP to enrich the staff in the academic year.

Faculty members are encouraged to participate in trainings, workshops.

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.

Admission of Students

The admission process from 2019-2020 has been done online. Subsequently, state government notified on Fee Waiver Scheme for the students of poor economic background. New admission of students commenced after declaration of results of 10+2 examinations by different boards which was delayed due to the pandemic COVID-19. Students have been admitted on the basis of merit and considered the reservation categories.

File Description	Document
strategic Plan and deployment documents on the website	View Document

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

Response:

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 Principal's office has General Administrative and Accounts departments for all administrative tasks. The Administrative and Financial Rules of the Government of Assam govern office operations. In addition, the College consults the 2017 General Financial Rules for guidance.

Various committees comprised of teaching, non-teaching, and student representatives assist various aspects of institutional activity in accordance with their mandates. The Committees' operations are coordinated by the IQAC, which ensures that the Committees' actions are in line with the College's aims. The College's teaching staff is hired in accordance 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 govern the hiring and promotion of 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, and its members attempt to resolve the issue at the local level with assistance from the College administration.

Problems that the Committee cannot address are reported to the Principal, who talks with members of the College Community to find a solution. If this fails, the problem is referred to the Governing Body, which advises the Principal and, if necessary, adopts a resolution. The Governing Body may report serious issues to the Government of Assam on occasion.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

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

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.

Government regulations allow female teaching and non-teaching workers to take 180 days of maternity leave and two years of child care leave. Paternity Leave is available to male teaching and non-teaching professionals for 15 days. Teaching employees can take up to three years of study leave. Teaching employees are allowed to take leave to attend conferences and present papers, seminars, workshops, and FDPs while non-teaching staff are provided leave to attend conferences, among other things.

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 faculty enhancement programmes that focus on skill development and training. Permission to participate in Refresher Courses, Orientation Programs, and Short-Term Courses for professional development is routinely provided to teaching personnel.

Teachers are given computer training classes to help them improve their e-skills, while non-teaching personnel is sent to University-sponsored computer training courses.

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.

Physical and Emotional Wellbeing Through Recreational Activities

Both teaching and non-teaching personnel are invited to participate in this excursion. The teaching staff is given with their own department rooms. Everyone has access to a gymnasium.

File Description	Document
Paste link for additional information	View Document

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

Response: 17.67

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and

towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	36	2	0	0

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response: 1.4****6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	3	3	0	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**Response: 36.46****6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
30	5	36	3	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

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 of the 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 etc. These forms are then analysed by IQAC and the necessary action to be taken are sent to the Principal of the institution for corrective measures if the feedback is not satisfactory.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

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). The Institution is liberal, yet follows the strategy of restraint as far as the expenditure is concerned. Proper procedure for purchases is adopted. Quotations are called for and prices are compared. The Institution has formed a Steering Committee for the purpose of purchase.

For the grants received from the UGC, utilization certificates are prepared according to the allowed expenditure under various heads. The Utilisation Certificates are submitted as required to various bodies.

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	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 21.47

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.71	4.995	7.42	6.34	2.0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

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. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Only authorized persons by management can operate the transaction through the bank.

The accounts are done by Tally Software, so all the entries can be monitored by authorities.

For each and every financial transaction proper permission is taken from the Principal of the College.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

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:

Since the inception of the idea of an ICT enabled assessment and accreditation by NAAC in 2019, the IQAC of the college planned to train the faculties and non-teaching staff in ICT which can help to enhance the development of e-content and e-delivery of the curriculum. In 2019, the college in collaboration with E& ICT Department of IIT, Guwahati organized a 7 day Faculty Development Programme on “Use of ICT in classroom teaching” and 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 an online delivery to propagate ICT enabled culture amongst the students. Thus FDP and ICT workshops were conducted to bring the knowledge of the teachers at par with the latest developments in their respective disciplines and to enable teachers to intersperse technology in curriculum to make the art of classroom pedagogy more relevant and interesting for students.

2. Practice of online seminar:

The lockdown brought by the pandemic and eventually closure of all educational institution led to close the physical classes and other extension activities. But the transaction of curricular or extra-curricular activities should not be allowed to stop at any cost. So, IQAC of the college with help of the management came in collaborative activities with ICT Academy, Guwahati by a Memorandum of Understanding. In 2020, IQAC in association with ICT Academy organized 4 national and international webinar and in 2021, one webinar and a two day workshop on use of e-book and e-media were conducted. Many faculty members were also trained by ICT Academy in their different platform about application of online platform for various activities. At present, the IQAC institutionalized it and applied in organizing online quiz competition, poster making competition on World Environment Day, collection of online feedback from students, teachers, parents and alumni and Students’ Satisfaction Survey.

File Description	Document
Upload any additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental

improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

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 by IQAC 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 do analysis 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. A careful analysis of the feedback received is done and communicated to the teachers to enable them to enhance their teaching skills and their relationship with the students.

On the basis of the information received due to implementation of the above two practices, IQAC, post accreditation, has been able to develop a system to bring about reforms in teaching-learning.

IQAC suggests some methodologies like Power Point Presentations, Projects, Field Trips, Workshops, videos, online classes etc. in addition to the completion of curriculum through Assignments, Class Tests etc. Departments are encouraged to organise Seminars on themes relevant to the educational needs of the students.

Collaborations are established with other institutions like ICT Academy and KKHSOU so as to provide exposure to the students and teachers.

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. There have been Infrastructure augmentation wherein new classrooms have been constructed which are equipped with projectors and whiteboards as screens. Teachers are encouraged to use ICT tools to prepare and deliver their lectures through audios, videos and PPTs. Workshops are organized to familiarize the faculty with the various teaching and communication platforms.

File Description	Document
Upload any additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2. Collaborative quality initiatives with other institution(s)**
- 3. Participation in NIRF**

4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Paste web link of Annual reports of Institution	View Document

NAAC

Criterion 7 - 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 last five years.

Response:

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 Complainants 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	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy**
- 2.Biogas plant**
- 3.Wheeling to the Grid**
- 4.Sensor-based energy conservation**
- 5.Use of LED bulbs/ power efficient equipment**

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

There is a waste management system in place for the correct disposal of many types of wastes, including solid, liquid and electronic waste. The college holds awareness campaigns for maintaining cleanliness and waste management both on and off campus from time to time.

Management of solid waste: Classrooms, labs, staff rooms, office, library, canteen, bathrooms, buildings, and the hostel are all sources of solid waste at the College. Paper, plastic wrappers, plastic bottles, pens, cardboard, thermocol, vegetable peels, rotten vegetables, leftover food, filter paper, broken glass, pins, aluminium foil, metal clips, rubber bands, old printer cartridges, old CDs, canteen disposable plates, cups, paper boxes, sanitary napkins, grounds grass cuttings, dry leaves, twigs, construction debris, broken furniture, unserviceable equipment, batteries and so on are the most common types of solid waste generated.

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.

Waste papers that have been printed on one side are reprinted on the reverse blank side for various purposes. Construction waste from the College is disposed of in landfills. The College follows a buy-back policy for unserviceable equipment and batteries during replacement. Steel ware is utilised in both the campus canteen and the hostel. If it is not absolutely necessary, printing documents is discouraged. Vermicompost made from biodegradable garbage is being turned into useable compost for the flora and specially the garden erected in and around the campus.

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. This is done in order to ensure good hygiene on the college campus and in the surrounding area. There is an onsite septic tank system for sewage disposal. There are efforts in all laboratories to limit the formation of liquid waste by reducing the amount of chemicals used and also by reusing.

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. The college has implemented a policy of using reusable pen drives and external hard drives instead of CDs and DVDs, as well as refilling used toner cartridges for printing.

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Certificates of the awards received	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for 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

Response: B. 3 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Link for any other relevant information	View Document

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 500 words).

Response:

Barama College has been committed to educate the students as constitutionally aware citizens with an aim to sensitize them to their Fundamental Rights and Duties. 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.

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	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Barama College has been committed to educate the students as constitutionally aware citizens with an aim to sensitize them to their Fundamental Rights and Duties. 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.

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	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

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.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
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 Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The Commemorating days, events and festivals are the great tradition and heritage of India. The contributions and recognition of the historical figures to freedom and justice greatly influence the youth.

Barama College observes several national and internationally significant memorable occasions to educate and motivate our students on the history, traditions and practices of India in engaging and participatory ways.

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. The Republic Day is marked in college with various programmes organized by the students and teachers. 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. Swachh Bharat Abhiyan which seeks to follow the principles of Gandhiji, undertakes several measures to enlighten students about the importance of

hygiene and sanitation on an individual and community level. 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 Vallabhbhai Patel. Our college also celebrates the Constitution Day which helps the students in their legal awareness. In December 2014, the United Nations General Assembly Resolution adopted 21st June as 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	Document
Link for Geotagged photographs of some of the events	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

BEST PRACTICE 1

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

2. Objectives of the Practice

We at Barama College have been continuously trying to create a model of education which is acquired in a

natural environment and mindful living. The Green Campus initiative was started to foster a culture of eco-friendly practices and increasing the aesthetic value of the campus making it environmentally sustainable. As a part of the practice first use of plastic was aimed to ban completely and waste generation was aimed to minimize with protection of biodiversity. This campaign was a collective effort of our students, administration and teachers to recognize our place and responsibility on this planet.

3. The Context

Barama College is related to nature since its birth as the college was established in a place which was away from the national highway and from the crowds. This is the motivating force for the students and staff of the college for initiation of the green campus campaign. The campus is built in an area of 38.019 acre including the building, playgrounds, lawns and gardens, girls' hostel, a pond and two forests. A huge area is left in its natural form and acts as a natural habitat for biodiversity. The variety of species of grasses, herbs, shrubs and trees also help in recharging of groundwater. In these days where we talk much about climate change which is proportional to environmental degradation, so we are engaged in such activities which will ultimately contribute a lot in oxygen budget and anti environmental degradation.

4. The Practice

Cutting trees on campus is strictly prohibited and if needed our institution plants new trees each year and maintains at least 7 botanical gardens and two forests. Watching and identification of flora and fauna are often carried out with the help of the students and faculty members. Single use plastic is prohibited and several awareness programmes were carried out to aware the students and faculties. Mostly Steel crockery is used in the canteen of the college. Environment-friendly, energy-saving electrical appliances have been installed like LED bulbs. The electrical wiring is protected against leakage and short circuit. The college practices rain water harvesting. Water coming from inside of the gardens are channelized to a pond which is situated in front of the college.

Green initiatives in college are student driven. The Eco Club boasts of some active student members received Rs. 5000/- from Mahatma Gandhi National Council of Rural Education. It has organized innumerable events to raise awareness around environmental issues, some of which have been under the directive of Ministry of Environment.

Single-use plastic ban by college was accompanied by the Anti-Plastic Collection and Recycling Campaign led by NSS. Well managed flower garden sprawling in large areas with different flower plants are raised by the authority with the help of students and teachers. Besides the magnificent and aesthetically designed blocks in the garden with adequate spacing increases the scenic beauty of the campus. A few gardens and lawns give better learning atmosphere. Under the supervision of an Institutional Committee, the greenery of the campus is being maintained by a casual appointed gardener, the NSS Volunteers and some of the nonteaching staff members.

Thus the clean, beautiful and greener environment is being maintained by both the Management and students which gives a shrine environment for learning.

5. Evidence of Success

It is being witnessed by the greenery and a flowery environment of the campus which enhances the beatification of the college as well as a learning environment among the students and teachers. Tree plantation drives are carried out annually. There are a large number of trees, shrubs and herbs in the college at present. Single use plastic is not seen today in and around the college. In front of the class rooms two large dustbins in green and blue colour are kept where waste in the form of dry kept in blue and wet kept in green dustbins. At least 7 gardens having flowers and fruit trees are established as a result of this initiative. When water scarcity or supply of water is stopped in the campus we use pond water which is used for rain water harvesting. Movement of vehicle becomes lesser and horn is not allowed inside the campus. This initiative of the college brought the "Green Champion certificate" awarded by Mahatma Gandhi National Council of Rural Education.

6. Problems Encountered and Resources Required

The main obstacle is finance. The attitude of the administration is important to pursue this quality for enhancement of the beauty of the college. The most critical obstacle is watering and manuring the crops for sustained yield and protection. This problem is being effectively managed by appointing the gardener who has been rendering the yeoman service. An inadequate supply of plastic alternatives increases their cost which makes them less popular in society. The pandemic has adversely affected our ongoing green initiatives. Maintenance of the lush green cover has been difficult due to the manpower availability being impacted by the lockdown.

7. Notes

The IQAC formulated some future plans regarding green initiative of the college. It wants to encourage the student community to become the ambassador of green practices, committed to treasuring the campus environment and the neighborhood and organising healthy competitions between departments based on green practices.

The college wants to become a role model of green initiative in our district as well as in the state and the country.

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 (MGNCRE) '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	Document
Link for Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

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

Response:

The 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. The only waste which is produced in a considerable amount in our campus is biodegradable solid waste generated from the college canteen, plant cuttings, leaves etc. 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	Document
Link for appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The college runs HS course under Assam Higher Secondary Education Council. It also has a full-fledged affiliated Study cum Examination Centre of Institute of Distance and Open Learning (IDOL) under Gauhati University which offers admission to the PG Courses in a number of subjects. Moreover, KK Handique State Open University has provided a Study Centre at Barama College that offers different courses at UG and PG level. Besides, Barama College has introduced a professional course in mushroom cultivation with the objectives of the fullest exploration to stand themselves independently in occupational life.

Concluding Remarks :

Barama College continues to maintain its glorious existence of 52 years old reputation for providing an empowering learning space for rural masses. It has managed to attract students from various localities and from different backgrounds who contribute to the diversity of the college's student community. In spite of different challenges, it continues in its efforts to expand the academic and co-curricular activities for the development of the students. Every effort is made to provide students with a rich learning experience and the success of the College's teaching-learning enterprise finds reflection in student's achievements in both academic and non-academic areas. Students of the College also engage effectively, specially through NSS and NCC to learn, share with the neighbouring community and provide necessary help in time of need. This contributes to their learning experience and makes them responsible citizens of the nation. Infrastructure and learning resources provided to support student learning are adequate to carry out the teaching learning process. Again, the College management is responsive to the needs of the student. Success in empowering the poor masses, with special emphasis to make the women literate, through education is the outcome of its adhering ideals.